

Paseo Master Association  
Treasurer's Report  
Based on Unaudited February 29, 2020 Financial Statements (HOA meeting delayed)

The Paseo HOA had an operating surplus as of 2.29.20 of \$713,214.

The replacement reserves were \$679,756 at 12.31.19 and increased to \$693,496 as of 2.29.20. Assessments of \$104,652 along with interest of \$999 were added to the reserves. Total expenditures of (\$91,911) were charged against the reserves during the calendar year.

The working capital fund was \$86,684 at 12.31.19. Year to date capital contributions of \$25,500 were added to the fund. (\$61,949) of special projects were expensed leaving a balance of \$50,236 as of 2.29.20. The board has approved several other projects that will be funded in 2020.

For the month, the association had an income of \$69,920 against a budget of \$40,030 for a positive variance of \$29,890. Food and beverage exceeded budget by \$9,198, maintenance (including labor) exceeded budget by \$3,484 and administration (including labor) exceeded budget by \$7,475.

For the year, the association had an income of \$121,509 against a budget of \$48,623 for a positive variance of \$72,886. Food and beverage exceeded budget by \$30,732, maintenance (including labor) exceeded budget by \$13,691 and administration (including labor) exceeded budget by \$11,436.

For the year, food and beverage had a direct loss of (\$37,803) against a budget of (\$68,535) for a positive variance of \$30,732. Revenue exceeded budget and we had positive variances in labor and supplies.

Paseo Master HOA  
Balance Sheet  
As of 02.29.20

	Operating	Working Capital	Capital Reserves	Total
Cash	1,095,312	50,236	690,746	1,836,293
Due to/from	-			-
Other receivables	22,214			22,214
Deposits				-
Other current assets	102,253		2,750	105,003
Current assets	1,219,778	50,236	693,496	1,963,510
Deferred revenue	(296,605)			(296,605)
Current liabilities	(209,959)			(209,959)
Working capital surplus	713,214	50,236	693,496	1,456,946
Fixed assets (net)	31,404			31,404
Fund balance	744,618	50,236	693,496	1,488,350
Fund balance				
Beginning Balance	623,109	86,684	679,756	1,389,550
Net Income (loss)	121,509			121,509
Collected		25,500	104,652	130,152
Interest			999	999
Capital projects		(61,949)	(91,911)	(153,859)
Fund balance	744,618	50,236	693,496	1,488,350
Current surplus				
Surplus	744,618			
Less fixed assets	(31,404)			
Available surplus	713,214			

Paseo Master HOA  
Income Statement  
As of 02.29.20

	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Master dues	287,521	287,521	0	575,042	575,042	0
Reserve dues	-	-	-	104,652	104,652	-
Interest income	1,186	500	686	2,177	1,000	1,177
Events	-	1,500	(1,500)	-	4,500	(4,500)
Retail items	3,311	1,000	2,311	4,794	4,000	794
Amenities and other	2,541	1,223	1,318	4,660	2,446	2,214
Food and beverage	140,539	150,381	(9,842)	269,592	265,762	3,830
Capital assessments	34,898		34,898	61,949	-	61,949
Income	469,996	442,125	27,871	1,022,866	957,402	65,464
Legal	500	3,000	2,500	1,220	6,000	4,780
Other administrative	2,309	6,327	4,018	9,317	12,654	3,337
Bulk Cable	66,003	67,373	1,370	131,937	134,746	2,809
Utilities (other)	19,606	19,000	(606)	39,411	39,157	(254)
Contracts	3,681	6,397	2,716	10,872	12,794	1,922
Insurance	4,964	5,522	558	9,928	11,044	1,116
Lifestyle park	-	208	208	-	416	416
Cost of sales	53,157	59,648	6,491	103,202	105,446	2,244
Food and beverage supplies	20,839	27,816	6,977	38,722	50,062	11,340
Entertainment	7,775	7,675	(100)	11,975	12,275	300
Other amenities	8,994	10,753	1,759	22,825	24,006	1,181
Retail items	1,538	1,000	(538)	1,343	4,000	2,657
Pool (other)	6,623	7,404	781	11,343	14,808	3,465
Landscaping	11,868	10,951	(917)	22,253	21,902	(351)
Maintenance	8,372	9,085	713	17,488	18,170	682
Payroll				-	-	
Food and beverage	80,400	85,973	5,573	165,471	178,789	13,318
Member services	9,022	9,682	660	18,190	20,364	2,174
Pool monitor	9,515	10,542	1,027	20,323	22,230	1,907
Administration	30,504	31,460	956	64,572	67,891	3,319
Maintenance	17,805	20,576	2,771	30,958	43,967	13,009
Capital reserves	-	-	-	104,652	104,652	-
Depreciation	1,703	1,703	(0)	3,406	3,406	(0)
Capital projects	34,898	-	(34,898)	61,949	-	(61,949)
Expenses	400,076	402,095	2,019	901,357	908,779	7,422
Net Income (loss)	69,920	40,030	29,890	121,509	48,623	72,886

Net salaries \$33,726

Paseo Master HOA  
Food and Beverage  
As of 02.29.20

	Month-to-Date			Year-to-Date			02.28.19		%	2017	2018	2019	2019	2020
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Change		Actual	Actual	Actual	Budget	Budget
Food Sales	72,907	80,125	(7,218)	143,454	142,250	1,204	143,189	265	0.2%	572,330	561,133	582,215	547,000	604,750
Bar Sales	67,631	70,256	(2,625)	126,138	123,512	2,626	121,747	4,392	3.6%	481,545	513,011	530,384	512,000	546,322
Total Sales	140,539	150,381	(9,842)	269,592	265,762	3,830	264,936	4,656	1.8%	1,053,875	1,074,144	1,112,599	1,059,000	1,151,072
Cost of goods sold														
Food	30,983	33,653	2,670	61,311	59,746	(1,565)	65,494	4,183	6.4%	229,819	223,887	260,861	202,390	253,995
Bar	22,174	25,995	3,821	41,891	45,700	3,809	44,761	2,870	6.4%	154,887	191,627	192,433	184,320	202,139
Total COGS	53,157	59,648	6,491	103,202	105,446	2,244	110,255	7,053	6.4%	384,707	415,514	453,293	386,710	456,134
Supplies	20,839	27,816	6,977	38,722	50,062	11,340	40,449	1,728	4.3%	193,379	221,200	237,628	188,500	229,408
Labor	80,400	85,973	5,573	165,471	178,789	13,318	167,501	2,030	1.2%	930,803	811,841	841,451	817,522	856,848
Total direct expenses	154,397	173,437	19,040	307,395	334,297	26,902	318,206	10,810	3.4%	1,508,888	1,448,556	1,532,372	1,392,732	1,542,390
Direct loss	(13,858)	(23,056)	9,198	(37,803)	(68,535)	30,732	(53,270)	15,467	-29.0%	(455,013)	(374,411)	(419,773)	(333,732)	(391,318)
Direct cost recovery	91.0%	86.7%	4.3%	87.7%	79.5%	8.2%	83.3%			69.8%	74.2%	72.6%	76.0%	74.6%
Cost of goods sold														
Food	42.5%	42.0%	-0.5%	42.7%	42.0%	-0.7%	45.7%			40.2%	39.9%	44.8%	37.0%	42.0%
Bar	32.8%	37.0%	4.2%	33.2%	37.0%	3.8%	36.8%			32.2%	37.4%	36.3%	36.0%	37.0%
Total	37.8%	39.7%	1.8%	38.3%	39.7%	1.4%	41.6%			36.5%	38.7%	40.7%	36.5%	39.6%
Supplies	14.8%	18.5%	3.7%	14.4%	18.8%	4.5%	15.3%			18.3%	20.6%	21.4%	17.8%	19.9%
Labor	57.2%	57.2%	0.0%	61.4%	67.3%	5.9%	63.2%			88.3%	75.6%	75.6%	77.2%	74.4%
Food	-	-	(0.00)	-	-	-	-							
Rate			(362)			(1,060)								
Volume			3,032			(506)								
Bar			2,850			4,781								
Rate			971			(972)								
Volume														
COGS Variance			6,491			2,244								

Paseo Master HOA  
Working Capital Fund

Balance as of 12.31.19			86,684
Closings (sales) 2020	17	1,500	25,500
2020 Projects	Paid	O/S	
LED lighting project	(554)		(554)
LED Tiki lighting	(6,330)		(6,330)
Acoustic panels for the pub	(2,804)	(750)	(3,554)
Door between the kitchen and bistro	(1,182)		(1,182)
Aerobic pac dumbbells	(1,214)		(1,214)
Spa Barber chairs (3)	(746)		(746)
Eversafe storage building	(13,833)		(13,833)
Tiki gate replacement	-	(2,606)	(2,606)
Bocce shade structures	(12,190)	(12,191)	(24,380)
Bocce landscaping	-	(1,580)	(1,580)
Firepit (net)	(5,034)	1,770	(3,264)
Retaining wall stone	-	(4,250)	(4,250)
Power wash circle drive	(6,400)	-	(6,400)
Emergency lighting	(10,689)	(622)	(11,311)
Sound system antenna kit	(571)		(571)
Fix low spot in pavers (circle)	-	(6,000)	(6,000)
Convert kiddie splash pad to geothermal	-	(6,906)	(6,906)
Pickleball lines	(403)	(1,000)	(1,403)
Tennis fencing repairs	-	(6,500)	(6,500)
Available balance 02.29.20	(61,949)	(40,635)	9,601
Sales after financial statement cut-off	3	1,500	4,500
Pending sales	22	1,500	33,000
Anticipated additional home sales 2020	40	1,500	60,000
Working capital available			107,101
Funding of capital projects:			
Infrared tiki heaters and installation			(5,000)
Bar stools for Bistro serving table			(4,607)
Move coffee station			(10,000)
Tiki kitchen AC			(8,695)
Cameras (new locations)			(12,634)
Wireless microphones - theater			(7,200)
Walk-in freezer - Tiki kitchen			(10,000)
Restructure serving station (Tiki)			(10,000)
Tiki serving area and center cabinets			(17,950)
Anticipated balance 12.31.20			21,014
Operating contingency			(50,000)
Excess funds			(28,986)

Paseo Master HOA  
Cost by Service  
As of 02.29.20

	Current Month			Year to Date			Average per Month		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
Bulk Cable	66,003	67,373	1,370	131,937	134,746	2,809	65,969	67,373	1,404
Administration	33,312	40,787	7,475	75,109	86,545	11,436	37,555	43,273	5,718
Replacement Reserves	-	-	-	104,652	104,652	-	52,326	52,326	-
Maintenance	26,177	29,661	3,484	48,446	62,137	13,691	24,223	31,069	6,846
Food and Beverage	13,858	23,056	9,198	37,803	68,535	30,732	18,902	34,268	15,366
Utilities	19,606	19,000	(606)	39,411	39,157	(254)	19,705	19,579	(127)
Amenity Access	9,515	10,542	1,027	20,323	22,230	1,907	10,162	11,115	953
Landscaping	11,868	10,951	(917)	22,253	21,902	(351)	11,126	10,951	(175)
Member Services	9,022	9,682	660	18,190	20,364	2,174	9,095	10,182	1,087
Pool	6,623	7,404	781	11,343	14,808	3,465	5,671	7,404	1,733
Entertainment	7,775	7,675	(100)	11,975	12,275	300	5,988	6,138	150
Insurance	4,964	5,522	558	9,928	11,044	1,116	4,964	5,522	558
Management Contract	3,497	3,497	(0)	6,995	6,994	(1)	3,497	3,497	(0)
Tennis (net)	3,968	4,420	452	8,956	8,840	(116)	4,478	4,420	(58)
IT Services	-	2,700	2,700	3,510	5,400	1,890	1,755	2,700	945
Café	3,098	2,500	(598)	7,787	5,000	(2,787)	3,894	2,500	(1,394)
Events (net)	1,645	500	(1,145)	4,238	2,000	(2,238)	2,119	1,000	(1,119)
Retail (net)	(1,773)	-	1,773	(3,451)	-	3,451	(1,726)	-	1,726
Other	(3,261)	518	3,779	(4,626)	1,036	5,662	(2,313)	518	2,831
<b>Total</b>	<b>215,898</b>	<b>245,788</b>	<b>29,890</b>	<b>554,779</b>	<b>627,665</b>	<b>72,886</b>	<b>277,390</b>	<b>313,833</b>	<b>36,443</b>
Per Unit									
Bulk Cable	57.59	58.79	1.20	115.13	117.58	2.45	57.56	58.79	1.23
Administration	29.07	35.59	6.52	65.54	75.52	9.98	32.77	37.76	4.99
Replacement Reserves	-	-	-	91.32	91.32	-	45.66	45.66	-
Maintenance	22.84	25.88	3.04	42.27	54.22	11.95	21.14	27.11	5.97
Food and Beverage	12.09	20.12	8.03	32.99	59.80	26.82	16.49	29.90	13.41
Utilities	17.11	16.58	(0.53)	34.39	34.17	(0.22)	17.19	17.08	(0.11)
Amenity Access	8.30	9.20	0.90	17.73	19.40	1.66	8.87	9.70	0.83
Landscaping	10.36	9.56	(0.80)	19.42	19.11	(0.31)	9.71	9.56	(0.15)
Member Services	7.87	8.45	0.58	15.87	17.77	1.90	7.94	8.88	0.95
Pool	5.78	6.46	0.68	9.90	12.92	3.02	4.95	6.46	1.51
Entertainment	6.78	6.70	(0.09)	10.45	10.71	0.26	5.22	5.36	0.13
Insurance	4.33	4.82	0.49	8.66	9.64	0.97	4.33	4.82	0.49
Management Contract	3.05	3.05	(0.00)	6.10	6.10	(0.00)	3.05	3.05	(0.00)
Tennis (net)	3.46	3.86	0.39	7.82	7.71	(0.10)	3.91	3.86	(0.05)
IT Services	-	2.36	2.36	3.06	4.71	1.65	1.53	2.36	0.82
Café	2.70	2.18	(0.52)	6.80	4.36	(2.43)	3.40	2.18	(1.22)
Events (net)	1.44	0.44	(1.00)	3.70	1.75	(1.95)	1.85	0.87	(0.98)
Retail (net)	(1.55)	-	1.55	(3.01)	-	3.01	(1.51)	-	1.51
Other	(2.85)	0.45	3.30	(4.04)	0.90	4.94	(2.02)	0.45	2.47
<b>Total</b>	<b>188.39</b>	<b>214.47</b>	<b>26.08</b>	<b>484.10</b>	<b>547.70</b>	<b>63.60</b>	<b>242.05</b>	<b>273.85</b>	<b>31.80</b>