



**DC Ranch Community Council
Financial Highlights – Director Analysis
for period ending January 31, 2020**

Summary by Fund - YTD

	<u>Operating</u>	<u>Reserve</u>	<u>Capital</u>	<u>Total CC</u>
Revenue	\$ 300,842	\$ 1,670	\$ 1,599	\$ 304,111
Expenses	302,232	10,998	5,289	318,519
Operating Income/(Loss)	\$ (1,390)	\$ (9,327)	\$ (3,690)	\$ (14,408)
Depreciation	-	-	3,104	3,104
Total Income/(Loss)	\$ (1,390)	\$ (9,327)	\$ (6,795)	\$ (17,512)
Transfers In/(Out)	(24,200)	20,700	3,500	-
Total Surplus/(Deficit)	\$ (25,590)	\$ 11,373	\$ (3,295)	\$ (17,512)

Revenue

Operating revenue for January totaled \$301k, higher than budget by \$6k (2%). Significant variances to budget include:

- Community Benefit Fees came in \$4k (4%) lower than forecast for January.
- Covenant Commission Reimbursement for shared expenses (management fee) is \$10,600 higher than budget. This will cumulatively be the case for the remainder of the fiscal year. When the budget was approved, the function and partnership between Covenant Commission and Community Council had not yet been finalized. As such, the budget reflects no shared expenses between organizations. The final agreement will result in an approximate budget surplus of \$30k to Council. This amount reflects the difference between the funds we will be receiving from the Covenant Commission for shared costs, less the amount of personnel costs Council will pay for one (1) FTE to Covenant.

Expense

Operating expenses for January came in \$12k (4%) favorable to budget. Notable variances by department include:

- Personnel costs were \$13k higher than estimated in the budget for January. Included in this amount is \$10k in expenses for the Covenant Commission staff, which are part of the management fee.
- Offsetting that amount, was a cumulative savings of \$25k across all departments for various services and supplies. We are just beginning the fiscal year, so this amount will fluctuate as the year progresses. Savings by department is as follows:
 - Administration - \$13k
 - Communications/Community Engagement - \$2k
 - Community Center Operations - \$12k
 - Programming – (\$2k)

Balance Sheet/Cash Flow

- Operating cash on hand is equal to 4.87 months as of 1/31/20.
- There are currently \$1.3 mil in capital funds and \$1.5 mil in reserve funds.
- The amount in Capital Fund–Current Projects represents the amount of funds remaining to complete Board approved projects.

Looking Forward

- Future escrow amounts *in progress* are as follows:

<u>Month</u>	<u>Currently in escrow</u>	<u>Budgeted Benefit Fees</u>
February 2020	\$263,125	\$104,046
March 2020	\$45,550	\$165,081

Community Council is beginning the 2020 fiscal year with an \$18k favorable variance to budget.



DC Ranch Community Council

Statement of Revenue and Expense

For the month and YTD ended January 31, 2020

REVENUE

Community Benefit - Transfer Fee							
Residential Assessments (2,647 units)							
Commercial/Apartment Assessments (970 Commercial units)							
Charitable Events (Habitat for Humanity / Tour de Scottsdale)							
Event/Club/Class Registrations							
Community Center Rentals							
Other (Interest, CFD from city, processing fees, misc.)							
Arts/Education Program Registrations/Ticket Sales							
Covenant Commission Expense Reimbursement							
Advertising (website)							
Community Garden Leases							

TOTAL REVENUE

EXPENSE

Administrative (office rent, phones, IT, admin staff)							
Community Center Operations (utilities, upkeep, center staff)							
Events/Clubs/Classes (instructors, supplies, rentals, catering, planning staff)							
Communication/New Residents (website, newspaper, merchants, tours, staff)							
Management Fees (reimbursement to Ranch Association)							
Charitable Events (Habitat for Humanity / Tour de Scottsdale)							
Seasonal Decorations (supplies, storage, labor)							
Arts and Education Programs (instructors, supplies, rentals)							
Employee Relations and Training (mileage, conferences, dues, uniforms)							
Market Street Park / Paths and Trails (utilities, upkeep)							
Insurance & Taxes							

TOTAL EXPENSE

NET OPERATING INCOME/(LOSS)

TRANSFERS IN/OUT

Reserve & Capital Fund Contributions (Transfer Out)							
NET SURPLUS (DEFICIT)							

	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET
	\$ 93,563	\$ 97,919	\$ (4,357)	\$ 93,563	\$ 97,919	\$ (4,357)	\$ 1,500,000
	139,802	139,750	52	139,802	139,750	52	1,677,131
	50,440	50,440	-	50,440	50,440	-	605,280
	-	-	-	-	-	-	192,000
	1,083	895	188	1,083	895	188	54,379
	1,383	500	883	1,383	500	883	43,200
	2,322	3,258	(936)	2,322	3,258	(936)	46,796
	50	125	(75)	50	125	(75)	26,570
	10,600	-	10,600	10,600	-	10,600	-
	720	960	(240)	720	960	(240)	7,080
	880	880	-	880	880	-	10,560
TOTAL REVENUE	\$ 300,842	\$ 294,727	\$ 6,115	\$ 300,842	\$ 294,727	\$ 6,115	\$ 4,162,996
	\$ 102,634	\$ 102,427	\$ 207	\$ 102,634	\$ 102,427	\$ 207	\$ 1,250,429
	74,923	86,945	(12,022)	74,923	86,945	(12,022)	1,006,257
	64,422	61,420	3,002	64,422	61,420	3,002	665,860
	45,413	45,650	(237)	45,413	45,650	(237)	514,900
	1,275	298	977	1,275	298	977	3,576
	-	-	-	-	-	-	189,100
	-	-	-	-	-	-	64,500
	405	420	(15)	405	420	(15)	64,725
	9,842	13,145	(3,303)	9,842	13,145	(3,303)	61,360
	1,058	1,515	(457)	1,058	1,515	(457)	28,155
	2,261	2,432	(171)	2,261	2,432	(171)	23,734
TOTAL EXPENSE	\$ 302,232	\$ 314,252	\$ (12,020)	\$ 302,232	\$ 314,252	\$ (12,020)	\$ 3,872,596
NET OPERATING INCOME/(LOSS)	\$ (1,390)	\$ (19,525)	\$ 18,135	\$ (1,390)	\$ (19,525)	\$ 18,135	\$ 290,400
	24,200	24,200	-	24,200	24,200	-	290,400
NET SURPLUS (DEFICIT)	\$ (25,590)	\$ (43,725)	\$ 18,135	\$ (25,590)	\$ (43,725)	\$ 18,135	\$ -

DC Ranch Community Council, Inc.
Balance Sheet Comparison Report
As Of 1/31/2020

	<u>Balance</u> <u>1/31/2020</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Change</u>
Assets			
<u>Cash</u>			
111020 - AAB Operating Cash - Council	\$49,546.38	\$422,260.57	(\$372,714.19)
111025 - BOK Operating Cash - Council	\$1,638,580.99	\$1,338,659.93	\$299,921.06
119000 - Petty Cash	\$700.00	\$700.00	\$0.00
<u>Cash Total</u>	<u>\$1,688,827.37</u>	<u>\$1,761,620.50</u>	<u>(\$72,793.13)</u>
<u>Capital Fund</u>			
112100 - BOK Capital Fund - Council - Current Projects	\$63,537.14	\$68,826.52	(\$5,289.38)
112150 - BOK Capital Fund - Council - Savings	\$1,263,534.23	\$1,258,435.29	\$5,098.94
<u>Capital Fund Total</u>	<u>\$1,327,071.37</u>	<u>\$1,327,261.81</u>	<u>(\$190.44)</u>
<u>Reserve Fund</u>			
129420 - BOK Reserve Fund	\$1,480,951.94	\$1,469,579.37	\$11,372.57
129520 - AAB Reserve Funds	\$0.00	\$0.00	\$0.00
<u>Reserve Fund Total</u>	<u>\$1,480,951.94</u>	<u>\$1,469,579.37</u>	<u>\$11,372.57</u>
<u>Accounts Receivable</u>			
141200 - Community Council Accounts Receivable	\$4,921.50	\$4,942.75	(\$21.25)
141300 - Accounts Receivable - Benefit Fees	\$41,825.00	\$15,800.00	\$26,025.00
141400 - Accounts Receivable - Event Brite	\$0.00	\$874.98	(\$874.98)
142000 - Accounts Receivable - Other	\$0.00	\$6,592.92	(\$6,592.92)
144500 - Commercial Assessments Receivable	\$1,124.00	\$1,127.00	(\$3.00)
144900 - Allowance for Bad Debt	(\$1,354.29)	(\$1,354.29)	\$0.00
159000 - Accounts Receivable Clearing Account	\$0.00	\$0.00	\$0.00
<u>Accounts Receivable Total</u>	<u>\$46,516.21</u>	<u>\$27,983.36</u>	<u>\$18,532.85</u>
<u>Prepaid Expenses</u>			
135000 - Due From Check Front	\$0.00	\$0.00	\$0.00
151000 - Prepaid Insurance	\$23,007.07	\$8,859.38	\$14,147.69
151500 - Prepaid Programs & Events	\$9,031.84	\$6,028.02	\$3,003.82
151700 - Prepaid Expense - Charitable Events	\$3,272.36	\$0.00	\$3,272.36
151800 - Prepaid Expense - Arts & Education	\$1,834.10	\$1,740.00	\$94.10
153000 - Prepaid Postage	\$318.65	\$732.11	(\$413.46)
154000 - Prepaid Expenses	\$40.00	\$240.00	(\$200.00)
<u>Prepaid Expenses Total</u>	<u>\$37,504.02</u>	<u>\$17,599.51</u>	<u>\$19,904.51</u>
<u>Intercompany Receivable</u>			
131000 - Due From Covenant Commission	\$10,600.00	\$0.00	\$10,600.00
133000 - Due From DC Ranch Association	\$0.00	\$57,122.33	(\$57,122.33)
<u>Intercompany Receivable Total</u>	<u>\$10,600.00</u>	<u>\$57,122.33</u>	<u>(\$46,522.33)</u>
<u>Property and Equipment</u>			
171000 - Furniture & Fixtures	\$165,918.57	\$165,918.57	\$0.00
172000 - Property & Equipment	\$191,471.23	\$191,471.23	\$0.00
172500 - Leasehold Improvement - Community Garden	\$137,041.53	\$137,041.53	\$0.00

DC Ranch Community Council, Inc.
Balance Sheet Comparison Report
As Of 1/31/2020

	<u>Balance</u> <u>1/31/2020</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Change</u>
Assets			
174000 - Homestead Remodel & Capital Improvement	\$121,771.49	\$121,771.49	\$0.00
175000 - Desert Camp Remodel Capital Improvement	\$98,372.58	\$98,372.58	\$0.00
179000 - Accumulated Depreciation	(\$511,406.64)	(\$508,302.17)	(\$3,104.47)
<u>Property and Equipment Total</u>	<u>\$203,168.76</u>	<u>\$206,273.23</u>	<u>(\$3,104.47)</u>
<u>Other</u>			
162000 - Interfund Transfer - From Operating Fund	\$0.00	\$0.00	\$0.00
162050 - Interfund Transfer - To Capital Fund	\$0.00	\$0.00	\$0.00
<u>Other Total</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Assets Total</i>	 \$4,794,639.67	 \$4,867,440.11	 (\$72,800.44)
Liabilities and Equity			
<u>Current Liabilities</u>			
210000 - Accounts Payable	\$49,159.66	\$80,060.99	(\$30,901.33)
211000 - Insurance Payable	\$0.00	\$0.00	\$0.00
212000 - Payroll / Month End Accrual	\$117,848.10	\$90,937.79	\$26,910.31
213000 - Accrued Expenses	\$0.00	\$0.00	\$0.00
216000 - Insurance Claim Payable	\$0.00	\$0.00	\$0.00
220000 - Prepaid Assessments	\$6,008.00	\$68,676.00	(\$62,668.00)
220500 - Prepaid Event Registration	\$0.00	\$0.00	\$0.00
221500 - Prepaid Facility Rental	\$12,690.00	\$7,620.00	\$5,070.00
221600 - Deposit Facility Rental	\$6,155.00	\$3,805.00	\$2,350.00
222000 - Section 125 Liability	\$548.14	\$426.64	\$121.50
<u>Current Liabilities Total</u>	<u>\$192,408.90</u>	<u>\$251,526.42</u>	<u>(\$59,117.52)</u>
<u>Intercompany Payable</u>			
231000 - Due to Covenant Commission	\$9,752.68	\$9,752.68	\$0.00
233000 - Due to DC Ranch Association	\$3,829.41	\$0.00	\$3,829.41
<u>Intercompany Payable Total</u>	<u>\$13,582.09</u>	<u>\$9,752.68</u>	<u>\$3,829.41</u>
<u>Capital and Reserve Equity</u>			
311000 - Capital Equity	\$1,513,697.21	\$1,413,286.40	\$100,410.81
320100 - Reserve Equity	\$1,489,417.20	\$1,380,175.85	\$109,241.35
<u>Capital and Reserve Equity Total</u>	<u>\$3,003,114.41</u>	<u>\$2,793,462.25</u>	<u>\$209,652.16</u>
 <u>Retained Earnings</u>	 \$1,603,046.60	 \$1,272,971.41	 \$330,075.19
 <u>Net Income</u>	 (\$17,512.33)	 \$539,727.35	 (\$557,239.68)
 <i>Liabilities & Equity Total</i>	 \$4,794,639.67	 \$4,867,440.11	 (\$72,800.44)

DC RANCH COMMUNITY COUNCIL
STATEMENT OF CASH FLOWS
JANUARY 2020

CASH FLOWS FROM OPERATING ACTIVITIES	
Net income (deficit) for period	\$ (25,590)
Adjustments to reconcile net income (deficit)	
Accounts receivable	(18,533)
Prepaid insurance	(14,148)
Prepaid programs and expense	(6,370)
Prepaid expenses	613
Intercompany Receivable	46,522
Accounts payable	(30,901)
Accrued payroll expenses	26,910
Deferred revenue - facility rentals	7,420
Prepaid assessments	(62,668)
Prepaid event registration	3,829
Other liabilities	<u>122</u>
NET CASH FROM OPERATING ACTIVITIES	(72,793)
CASH, BEGINNING OF PERIOD	<u>1,761,621</u>
CASH, END OF PERIOD	<u><u>\$ 1,688,827</u></u>

ADDITIONAL INFORMATION - OPERATING FUNDS REQUIREMENTS:

Per Board policy, operating funds should be between three months and six months of average budgeted annual operating expenses.

Number of months budgeted expenses in cash, end of period: **4.87**

Total 2020 operating budget expenses	<u>\$ 4,162,996</u>	
MINIMUM - Average of three months	<u>\$ 1,040,749</u>	
	<u>Amount over minimum</u>	<u>Amount under minimum</u>
	<u>\$ 648,078</u>	<u>N/A</u>
MAXIMUM - Average of six months	<u>\$ 2,081,498</u>	
	<u>Amount over maximum</u>	<u>Amount under maximum</u>
	<u>N/A</u>	<u>\$ 392,671</u>

