

Capistrano Bay Community Services District
Balance Sheet
 As of March 31, 2014

	<u>Mar 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF Account	213,447.98
Sunwest Bank	31,495.65
WFB Non-Interest Checking	249,960.00
Farmers & Merchants Bank	377,021.10
Total Checking/Savings	<u>871,924.73</u>
Accounts Receivable	
A/R 2013 Parking Permits & Fees	-0.25
A/R 2013 Annual User Fee	-0.30
Total Accounts Receivable	<u>-0.55</u>
Other Current Assets	
Prepaid Expenses	3,915.27
Bond Investment with Agt AD99-1	
WFB Reserve Fund	33,525.30
WFB Redemption Fund	67,868.93
Total Bond Investment with Agt AD99-1	<u>101,394.23</u>
Total Other Current Assets	<u>105,309.50</u>
Total Current Assets	977,233.68
Fixed Assets	
Depreciable assets	
Structures	136,775.00
Security	24,706.77
Maintenance	37,502.00
Administrative	8,217.00
Infrastructure	1,129,975.00
Entryway	1,401,594.02
Total Depreciable assets	<u>2,738,769.79</u>
Accumulated Depreciation	
Accum Deprec-Structure	-78,329.98
Accum Deprec-Security	-24,706.77
Accum Deprec-Maintenance	-23,589.96
Accum Deprec -Admin	-7,686.88
Accum Deprec-Infrastructure	-399,895.01
Accum Deprec-Entryway	-210,239.10
Total Accumulated Depreciation	<u>-744,447.70</u>
Total Fixed Assets	1,994,322.09
Other Assets	
Special Assessment Rec AD99-1	169,525.12
Total Other Assets	<u>169,525.12</u>
TOTAL ASSETS	<u>3,141,080.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	33,514.36
Total Accounts Payable	<u>33,514.36</u>
Other Current Liabilities	
Prepaid Summer Trash Fee	60.00
Accrued Vacations	9,369.44
Total Other Current Liabilities	<u>9,429.44</u>
Total Current Liabilities	42,943.80

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Accrual Basis

Capistrano Bay Community Services District
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	<u>Mar 31, 14</u>
Long Term Liabilities	
Deferred Revenue AD99-1	44,266.66
Bonds Payable AD99-1	152,500.00
Total Long Term Liabilities	<u>196,766.66</u>
Total Liabilities	239,710.46
Equity	
Net investment in Cap Assets	1,053,711.00
Net Invest in Cap Assets AD99-1	-370,000.00
Restricted AD99-1	389,844.00
Unrestricted	
Emergency Reserve	250,000.00
Unrestricted - Other	573,775.64
Total Unrestricted	<u>823,775.64</u>
Retained Earnings	1,005,576.86
Net Income	-1,537.07
Total Equity	<u>2,901,370.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,141,080.89</u></u>

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 Accrual Basis

Capistrano Bay Community Services District
Profit & Loss YTD Comparison
 March 2014

	Mar 14	Jul '13 - Mar 14
Ordinary Income/Expense		
Income		
Fines	0.00	300.00
Parking - Permits and OCTA Fees	0.00	37,705.50
Property Tax Revenue	40,976.81	497,463.60
User Fee Revenue	0.00	226,302.06
Summer Trash Collection	2,580.00	7,510.00
Transponder Revenue	100.00	2,635.00
Interest Income	0.80	32.04
Development Impact Fee Revenue	0.00	6,057.37
County Gate Closure Revenue	0.00	4,000.00
Total Income	43,657.61	782,005.57
Gross Profit	43,657.61	782,005.57
Expense		
GENERAL & ADMINISTRATIVE		
Administrative Expense-Webb	146.50	4,386.25
Bank Charges	0.00	296.12
Communications-Phone/Internet	173.21	1,421.45
Contribution- CRBA Annual Mtg.	0.00	1,500.00
Contribution- Pacific Legal	0.00	5,000.00
Depreciation Expense	8,322.77	75,303.09
District Auditing Services	285.00	8,500.00
Equipment Lease- Copier	216.41	2,208.10
Equipment-Copy Machine Tax	0.00	36.60
Legal Expenses	0.00	11,234.28
Liability Insurance	1,139.08	10,251.72
Memberships	0.00	3,255.00
MHTL Survey/ LCP Committee	0.00	5,440.00
Miscellaneous Expense	0.00	1,000.00
Office Equipment Purchases	0.00	212.73
Office Supplies	332.89	2,979.37
Photo Copying- Webb	26.90	419.60
Postage	163.59	524.05
Property Management Contract	1,800.00	16,200.00
Rent- Board Meeting Room	0.00	600.00
Rent- Doc/Misc Storage	0.00	1,411.17
Reserve Study Update	0.00	1,285.00
RR Parking Expense - OCTA	0.00	35,509.00
Security-Allowance for July 4th	0.00	726.94
Security-Dwelling Guest Pass	0.00	2,245.52
Security-Dwelling Live Fee	551.00	3,857.00
Security- Securitas Contract	29,393.91	300,648.40
Security- Transponders	0.00	972.00
Tax- Apportionment Fees	0.00	3,221.98
Web-site Hosting	0.00	490.80
Total GENERAL & ADMINISTRATIVE	42,551.26	501,136.17
EMPLOYEE EXPENSES		
Health Insurance	1,417.01	14,328.14
Payroll Processing Fees	201.50	1,320.00
Payroll Tax Expense	684.94	6,492.68
Salary/Wages- Manager	7,232.00	68,704.00
Salary/Wages - Security	1,424.00	13,888.00
Workers Comp Insurance	78.69	733.08
Total EMPLOYEE EXPENSES	11,038.14	105,465.90
LANDSCAPE MAINTENANCE		
Irrigation Repairs	0.00	525.27
Landscape Contract- Bemus	945.00	8,365.00
Landscape Extras	0.00	10,165.57
Palm Tree Trimming	0.00	1,700.00
Total LANDSCAPE MAINTENANCE	945.00	20,755.84

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 Accrual Basis

Capistrano Bay Community Services District
Profit & Loss YTD Comparison
 March 2014

	Mar 14	Jul '13 - Mar 14
GENERAL REPAIRS & MAINTENANCE		
Block Wall and Fence Repair	125.00	125.00
Computer Consultant	0.00	1,114.67
Contract Maintenance	0.00	50,434.39
Disposable Doggie Bags	0.00	622.45
Driveway Pressure Washing	235.00	2,115.00
Drains/Catch Bas/ Filter Maint.	0.00	13,502.15
Fire Extinguisher Refills	0.00	80.00
Lighting/ Holiday at Gate Entry	0.00	2,850.00
Lighting Maint. for LS	0.00	48.48
Miscellaneous Maintenance	575.00	5,762.55
Painting- Oil Woodwork @ Entry	0.00	2,993.93
Patrol Vehicle Maintenance	275.30	1,277.86
Pest Control	50.00	800.00
Plumbing & Electrical	0.00	976.00
Sand Grading	0.00	420.00
Security Gate Repairs	0.00	322.82
Small Tools & Equipment	1,287.30	6,618.13
Street Sweeping	639.00	5,112.00
Total GENERAL REPAIRS & MAINTENANCE	3,186.60	95,175.43
Utilities		
Electric- LS & Guard Shack	453.34	3,481.71
Electric- Street Lights	588.24	5,124.91
Gas	318.66	2,422.84
Trash Services	3,322.47	34,507.31
Water	369.15	4,319.52
Total Utilities	5,051.86	49,856.29
Total Expense	62,772.86	772,389.63
Net Ordinary Income	-19,115.25	9,615.94
Other Income/Expense		
Other Income		
AD99-1 Assessment Collections	0.00	3,512.50
Total Other Income	0.00	3,512.50
Other Expense		
AD99-1 Annual Professional Fees	0.00	1,165.51
AD99-1 Interest Expense	6,000.00	13,500.00
Total Other Expense	6,000.00	14,665.51
Net Other Income	-6,000.00	-11,153.01
Net Income	-25,115.25	-1,537.07

Capistrano Bay Community Services District Profit & Loss Budget Performance March 2014

	Mar 14	Budget	Jul '13 - Mar 14	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Fines	0.00		300.00	180.00	240.00
Late Fees	0.00	20.00	0.00	39,400.00	39,400.00
Parking - Permits and OCTA Fees	0.00		37,705.50	427,830.00	701,360.00
Property Tax Revenue	40,976.81	42,082.00	497,463.60	226,000.00	226,000.00
User Fee Revenue	0.00		226,302.06	3,540.00	3,540.00
Summer Trash Collection	2,580.00		7,510.00	1,125.00	1,500.00
Transponder Revenue	100.00	125.00	2,635.00	32.04	
Interest Income	0.80		6,057.37	2,999.98	15,000.00
Development Impact Fee Revenue	0.00	1,250.00	4,000.00		4,000.00
County Gate Closure Revenue	0.00	333.34			
Total Income	43,657.61	43,810.34	782,005.57	712,324.98	991,040.00
Gross Profit	43,657.61	43,810.34	782,005.57	712,324.98	991,040.00
Expense					
GENERAL & ADMINISTRATIVE					
Administrative Expense-Webb	146.50	392.91	4,386.25	3,536.27	4,715.00
Bank Charges	0.00	12.09	296.12	108.75	145.00
Communications-Phone/Internet	173.21	315.00	1,421.45	2,835.00	3,780.00
Contribution- CRBA Annual Mtg.	0.00	125.00	1,500.00	1,125.00	1,500.00
Contribution- Pacific Legal	0.00	416.66	5,000.00	3,750.01	5,000.00
Depreciation Expense	8,322.77	883.34	75,303.09	7,949.98	10,600.00
District Auditing Services	285.00	240.00	8,500.00	2,160.00	2,880.00
Equipment Lease- Copier	216.41	140.42	2,208.10	1,263.74	1,685.00
Equipment-Copy Machine Tax	0.00	833.33	36.60	7,500.01	10,000.00
Legal Expenses	0.00	833.33	11,234.28	10,200.01	13,600.00
Liability Insurance	1,139.08	1,133.34	10,251.72	2,467.49	3,290.00
Memberships	0.00	274.17	3,255.00	149.99	6,000.00
MHTL Survey/ LCP Committee	0.00	500.00	5,440.00	1,050.00	1,400.00
Miscellaneous Expense	0.00	16.67	1,000.00	7,500.01	10,000.00
Office Equipment Purchases	0.00	116.66	212.73	525.01	700.00
Office Supplies	332.89	833.33	2,979.37	419.60	525.01
Photo Copying- Webb	26.90	58.34	419.60	487.49	650.00
Postage	163.59	54.17	524.05	16,200.00	21,600.00
Property Management Contract	1,800.00	1,800.00	16,200.00	1,050.01	1,400.00
Rent- Board Meeting Room	0.00	116.66	600.00	1,890.00	2,520.00
Rent- Doc/Misc Storage	0.00	210.00	1,411.17	487.50	650.00
Reserve Study Update	0.00	54.16	1,285.00	28,125.00	37,500.00
RR Parking Expense - OCTA	0.00	375.00	35,509.00	3,375.00	4,500.00
Security-Allowance for July 4th	0.00	143.75	0.00	1,293.75	1,725.00
Security- Bonuses for Staff	0.00	175.00	2,245.52	1,575.00	2,100.00
Security-Dwelling Guest Pass	561.00	551.25	3,857.00	4,961.25	6,615.00
Security-Dwelling Live Fee	0.00	14.58	0.00	131.26	175.00
Security- Radar Certification	29,393.91	29,393.75	300,648.40	264,543.75	352,725.00
Security- Securitas Contract	0.00	300.00	972.00	2,700.00	3,600.00

Capistrano Bay Community Services District Profit & Loss Budget Performance March 2014

	Mar 14	Budget	Jul '13 - Mar 14	YTD Budget	Annual Budget
Tax- Apportionment Fees	0.00	775.00	3,221.98	6,975.00	9,300.00
Web-site Hosting	0.00	69.17	490.80	622.49	830.00
Total GENERAL & ADMINISTRATIVE	42,551.26	43,448.75	501,136.17	391,038.77	521,385.00
EMPLOYEE EXPENSES					
Health Insurance	1,417.01	1,641.67	14,328.14	14,774.99	19,700.00
Payroll Processing Fees	201.50	130.00	1,320.00	1,170.00	1,560.00
Payroll Tax Expense	684.94	988.75	6,492.68	8,898.75	11,865.00
Salary/Wages- Manager	7,232.00	7,231.50	68,704.00	65,083.50	86,778.00
Salary/Wages - Security	1,424.00	2,495.84	13,888.00	22,462.49	29,950.00
Training/Seminars- Mgr.	0.00	208.34	0.00	1,874.99	2,500.00
Workers Comp Insurance	78.69	333.33	733.08	3,000.01	4,000.00
Total EMPLOYEE EXPENSES	11,038.14	13,029.43	105,465.90	117,264.73	156,353.00
LANDSCAPE MAINTENANCE					
Irrigation Repairs	0.00	30.00	525.27	270.00	360.00
Landscape Contract- Bemus	945.00	945.00	8,365.00	8,505.00	11,340.00
Landscape Extras	0.00	458.33	10,165.57	4,125.01	5,500.00
Palm Tree Trimming	0.00	316.66	1,700.00	2,849.99	3,800.00
Total LANDSCAPE MAINTENANCE	945.00	1,749.99	20,755.84	15,750.00	21,000.00
GENERAL REPAIRS & MAINTENANCE					
Beach Cleanup Expense	0.00	1,250.00	0.00	11,250.00	15,000.00
Block Wall and Fence Repair	125.00	250.00	125.00	2,250.00	3,000.00
Computer Consultant	0.00	25.00	1,114.67	225.00	300.00
Contract Maintenance	0.00	25.00	50,434.39	225.00	300.00
Disposable Doggie Bags	0.00	25.00	622.45	2,115.00	2,820.00
Driveway Pressure Washing	235.00	235.00	2,115.00	6,674.99	8,900.00
Drains/Catch Bas/ Filter Maint.	0.00	741.66	13,502.15	1,12.50	1,50.00
Fire Extinguisher Refills	0.00	12.50	80.00	2,250.00	3,000.00
Lighting/ Holiday at Gate Entry	0.00	250.00	2,850.00	2,250.00	3,000.00
Lighting Maint. for LS	0.00	25.00	48.48	2,250.00	3,000.00
Miscellaneous Maintenance	575.00	250.00	5,762.55	2,250.00	3,000.00
Painting- Oil Woodwork @ Entry	0.00	291.66	2,993.93	2,624.99	3,500.00
Patrol Vehicle Maintenance	275.30	75.00	1,277.86	675.00	900.00
Pest Control	50.00	116.67	800.00	1,050.03	1,400.04
Plumbing & Electrical	0.00	83.34	976.00	750.02	1,000.00
Roof Repair	0.00	41.67	0.00	374.99	500.00
Sand Grading	0.00	291.66	420.00	2,625.02	3,500.00
Security Gate Repairs	0.00	175.00	322.82	1,575.00	2,100.00
Small Tools & Equipment	1,287.30	116.67	6,618.13	1,049.99	1,400.00
Street Sweeping	639.00	650.00	5,112.00	5,850.00	7,800.00
Winter Flood Cleanup	0.00	833.33	0.00	7,500.01	10,000.00
Total GENERAL REPAIRS & MAINTENANCE	3,186.60	5,739.16	95,175.43	51,652.54	68,870.04

Capistrano Bay Community Services District
Profit & Loss Budget Performance
 March 2014

	Mar 14	Budget	Jul '13 - Mar 14	YTD Budget	Annual Budget
Utilities					
Electric- LS & Guard Shack	453.34		3,481.71	7,920.00	10,560.00
Electric- Street Lights	588.24	880.00	5,124.91	2,849.99	3,800.00
Gas	318.66	316.67	2,422.84	75.01	100.00
Hydrant Meter Water Use Fee	0.00	8.33	0.00	40,874.99	54,500.00
Trash Services	3,322.47	4,541.67	34,507.31	4,950.00	6,600.00
Water	369.15	550.00	4,319.52		
Total Utilities	5,051.86	6,296.67	49,856.29	56,669.99	75,560.00
RESERVES					
Admin Office Exterior Improv.	0.00	2,083.33	0.00	18,750.01	25,000.00
General Reserve Contribution	0.00	5,894.75	0.00	53,052.75	70,737.00
Guard Shack Renovations	0.00	969.58	0.00	8,726.26	11,635.00
Seal Coating of Road	0.00	3,375.00	0.00	30,375.00	40,500.00
Total RESERVES	0.00	12,322.66	0.00	110,904.02	147,872.00
Total Expense	62,772.86	82,586.66	772,389.63	743,280.05	991,040.04
Net Ordinary Income	-19,115.25	-38,776.32	9,615.94	-30,955.07	-0.04
Other Income/Expense					
Other Income					
AD99-1 Assessment Collections	0.00		3,512.50		
Total Other Income	0.00		3,512.50		
Other Expense					
AD99-1 Annual Professional Fees	0.00		1,166.51		
AD99-1 Interest Expense	6,000.00		13,500.00		
Total Other Expense	6,000.00		14,666.51		
Net Other Income	-6,000.00		-11,153.01		
Net Income	-25,115.25	-38,776.32	-1,537.07	-30,955.07	-0.04