

PARK PLAZAS COMMUNITY SERVICES ASSOCIATION

Board of Directors Meeting Agenda

September 24, 2025

6:30 pm - 8:00 pm

Board Members: Laurie Glaze, Steve Harvath, JD Bullington, Catherine Akridge, Connie Crow, Gene Harrell, Cassara Higgins, Susan Swoboda

Community Manager: Richard White

Call to Order

Roll Call

Approval of August 27 Board Meeting Minutes (attached)

Community Input

Finance Report (attached) – Susan

Manager's Report (attached) – Richard

Committee Reports

- ✓ Sustainability – Steve
 - Landscape – Gene
- ✓ Community Garden – Steve
- ✓ Community Engagement – Cassara
 - Community Bulletin Boards - Cassara
 - Reunity Resources – Laurie
 - PP Ladies Luncheon - Susan
- ✓ ACC – Richard

New Business

- ✓ Approve Updated RV Lot Rules and Regulations - JD
- ✓ Discuss ACC Color Palette Additions – Connie
- ✓ Richard's Vacation and PP Operational Plans - Laurie

Old Business

- ✓ Employee Performance Evaluations Progress – Laurie

Community Input

Next Meeting – October 22, 2025 @ 6:30 pm, PPCSA Office

Closed Session – if needed

Adjourn

Minutes
Board of Directors Meeting
Park Plazas Community Services Association
August 27, 2025

The meeting was called to order by President Laurie Glaze at 6:30 pm.

Those Directors Present: Laurie Glaze, Steve Harvath, Connie Crow, Gene Harrell, Cassara Higgins, Susan Swoboda

Those Directors Absent: Excused: J.D. Bullington, Catherine Akridge

Minutes From the Previous Meeting (July 23, 2025) were unanimously approved on a motion by Steve Harvath, seconded by Gene Harrell

Guests Present: Christine Vincent and Peter Whitman

Community Input: None

Finance Report: Susan Swoboda presented an overview of the report calling out a new set of data reported; annual run rate. Additionally, Susan presented variances in the budget worth noting.

Manager's Report (Richard White): Richard White provided highlights of the manager's report, including an update on the TB Landscape Maintenance Project Plan; the August 16th Yard Waste Pickup success; and the ongoing asphalt and cement projects with AFJ.

Committee Reports:

Sustainability/Landscape: Steve Harvath reminded us of the approval of using cement fencing going forward. Steve is working with the committee to finalize guidelines. Laurie reported on behalf of the Landscape Committee that she attended an offsite Fire Mitigation meeting. Porfirio Chavarria from the SF Fire Department will do a walk through assessment of property in September that will assist in planning for winter season fire mitigation work. Gene Harrell thanked Laurie for her initiative and taking the lead on sustainability.

Community Garden: Steve Harvath reported that all is going well with the garden.

Community Engagement: Cassara Higgins reviewed recent community activities including the recent Community Meeting held August 14th. Turnout was minimal however the attendees presented a number of ideas for community activities. Susan raised concern that residents aren't receiving the community newsletter (which is the primary communication tool today) and asked that the email list used for the newsletter mirror the one used for billing purposes. Laurie reported PPCSA received the final proposal from Reunity Resources for compost pickup project. The project will be outlined in the September newsletter.

RV Lot: Update tabled for further discussion as New Business.

Architectural Control Committee: Richard reported there are currently 19 outstanding 2024 violations that will be handled through the end of the year. Any new violations will be addressed in 2026.

A motion by Gene Harrell, seconded by Cassara Higgins to accept all committee reports as discussed and submitted passed unanimously.

New Business:

- A) RV Lot Rules and Regulations:** Laurie, on behalf of J.D. Bullington, reviewed the proposed changes to the current RV Lot Rules and Regulations. Several recommendations were suggested. Laurie will review the proposed document with legal counsel and update the BOD at the September meeting.
- B) ACC Color Palette Additions:** Connie briefed the board on the process and discussed various options for color additions. She indicated she is writing a policy around color and will review and discuss again at the September Meeting.

Old Business:

- A) Employee Performance Evaluations:** Laurie indicated the ball was in Susan's court. Documents should be ready for review by September meeting.
- B) Yard Waste Removal Day Follow-up:** Richard indicated TB started pickup at 8:30 AM on August 16 and completed all pickup by 11:30 AM. They loaded and disposed of two commercial trailers full of debris.

Community Input & Public Comments: Peter Whitman brought up concerns about fire mitigation, the irrigation system, and TB work schedule. Peter continues to be concerned with the amount of money the board is paying for TB. Additionally Peter suggested we look into why people aren't involved in the community.

Christine Vincent introduced herself and shared her vast experience with HOA's and boards. Additionally, she voiced her disdain with the entrance to Plaza Verde and the image it presents to the public.

Next Meeting Date & Time: The next scheduled Board meeting will be September 24, 2025 at 6:30 PM at the PPCSA Office.

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:26 pm on an unanimously supported motion by Gene Harrell and seconded by Steve Harvath.

Susan Swoboda, Treasurer, PPCSA Board of Directors
Signed August 27, 2025

Finance Committee Report

9/24/2025

The following financial statement and related information is for the period ending 08/31/2025.

Income Statements

Information presented in the table represents current month and year to date results taken from Operating Fund and Reserve Fund reports generated in AppFolio.

Description	Current Period			2025 Year to Date		
	Aug-25	Budget	Variance	Actual	Budget	Variance
Operating Fund Revenue	\$71,632	\$75,554	(\$3,922)	\$549,722	\$556,079	(\$6,357)
Operating Fund Expenses	\$46,758	\$70,712	\$23,954	\$594,458	\$608,547	\$14,089
Net Variance (Deficit)			\$20,032			\$7,732
Recognized Revenue- DRFLA	\$0	\$11,858	\$11,858	\$58,257	\$94,867	\$36,610
Reserve Fund Expenses	\$0	\$11,050	\$11,050	\$58,257	\$91,200	\$32,943
Net Variance (Deficit)	\$0			\$0		
Combined Fund Revenue	\$71,632	\$87,412	(\$15,780)	\$607,979	\$650,946	(\$42,967)
Combined Fund Expenses	\$46,758	\$81,762	\$35,004	\$652,715	\$699,747	\$47,032
Net Variance (Deficit)			\$19,224			\$4,065

A negative income account variance indicates an actual amount is less than the budget amount.

A negative expense account variance indicates the actual amount exceeded the budget amount.

Balance Sheet Summary

The August 31, 2025 Operating Fund Balance Sheet includes checks that are outstanding. As they are presented for payment, automatic transfers are made from GL10021 to maintain the minimum balance of \$10,000 in GL10020. The same process applies to the Reserve Fund accounts.

OF Account Cash + Intra Fi Cash Services Account	\$733,242
RF Account Cash + Intra Fi Cash Services Account	\$686,713
Deferred Reserve Fund Liability Account Balance	\$1,395,617

Accounts Receivable

Current	31-60	61-90	90+
\$6,554	\$47	\$1,297	\$1,016

Deferred Revenue or Reserve Fund Reconciliation

Nothing recorded during the month ending August 31, 2025.

August 2025 Variances

Refuse variance is a timing variance created as a result of moving to 3rd Party bookkeeping services.

Manager's Report

09/24/2025

Landscape

- In the Estates, there are 15 lots where the house footprint matches the lot size, leaving the surrounding land as common area to be maintained by the Association. It's become evident that we need to establish a 7th zone to our landscape management model. Most of the common area to be maintained is situated within the boundaries of the 15 houses, is not readily accessed or generally available to the public and may be tended to at a different frequency than the other zones or categories.
- The landscape renovation project serving 2941 to 2945 Plaza Azul (Piñon) has been completed by Tierra Bonita. This project included:
 - Reshaping the grade to direct overall drainage toward the rebuilt French drain.
 - Installing a 4" drainpipe for the owner of 2943, allowing water from three canales draining into their front courtyard to be diverted and merged with the French drain.
 - Adding a new layer of weed cloth topped with ¾" Santa Fe Brown gravel.
 - Installing a handrail along the walkway.

Asphalt, Cement and Related Work

- The Colina project is underway. The failed concrete sidewalk was replaced this past Saturday, and the balance of the drainage work will be completed once the concrete cures. The sidewalk replacement on Piñon was delayed because a police car was parked too close to the area. It will be rescheduled.
- Richard and Marvin from AFJ inspected all the cul-de-sacs and identified projects for 2026.

Updated Drone Photography

- Katie Johnson who did the drone photography in February of 2023 completed a updated drone shoot of our community this past Friday. The new images clearly show the footprint of the deciduous trees and their related encroachment over the rooftops. These will be used as a planning tool for fire mediation.

Parking

- Notices were put out last week with follow up in 10 days from the date of notice.

Administrative

- Six residents have advised the office they signed up for the Reunity composting program.
- The google email list previously use used to send the Park Plazas News, has been integrated into AppFolio. Going forward, the News will be sent from AppFolio.
- A new version of the Welcome packet is available on the home page of parkplazas.org

Sales and Walk-ins

- Currently there are 5 properties listed for sale and 5 others pending. Month to date walk-ins total 43.

**Park Plazas Community Services Association (PPCSA)
Amended and Restated Recreational Vehicle and Storage Yard Rules and Regulations
Approved September 24, 2025 by the PPCSA Board of Directors**

The Recreational Vehicle Storage Yard ("Yard") is a valuable community asset. It provides space for Park Plazas residents to store vehicles, thus enhancing the value of Park Plazas property and making it more attractive. Its purpose is to promote appropriate use of resident garages and Common Areas by providing a storage area for residents in need of extra space for vehicles including boats, RVs, campers, cars, trucks, and trailers (vehicles). These Rules and Regulations supersede all prior versions of the Maintenance and RV and Storage Yard Policy including those dated June 26, 2013, May 28, 2014, and April 28, 2021.

VEHICLE STORAGE

1. The Yard is divided into marked and numbered vehicle storage spaces. At any time, PPCSA may designate or change the designation for spaces that may or may not be used for specific purposes.
2. Yard use is reserved for Park Plazas lot owners and residents. Limited guest use must be authorized by the Community Manager. Such authorization may be rescinded at any time and for any reason and such guest or agent must then immediately vacate the Yard.
3. Vehicles may be stored only in the enclosed Yard and must be stored only in assigned spaces. For any vehicle stored in the Yard, proof of ownership (copy of Title, Registration or License) must be supplied to the PPCSA Community Manager. Proof of ownership must be either a) in the lot owner's name, or b) in the name of a confirmed Park Plazas resident. PPCSA may periodically require resubmission of forms and proof of ownership, which must be completed and returned promptly to PPCSA. Individuals who do not promptly respond to requests for updated proof of ownership or residency or other documentation may lose their assigned space and PPCSA can have the vehicle towed.
4. Vehicles placed in the Yard must be kept free of hazards and must not create a nuisance. Such hazards and nuisance include, but are not limited to: leaking fluids, loose or broken parts, flat tires, rodent nests and other pests.
5. All stored vehicles must have current registration and tags and must be operable.
6. Storage of toxic, hazardous and/or flammable materials or substances (other than substances regularly used to operate vehicles) is prohibited. Yard user agrees to indemnify and hold harmless PPCSA from any and all claims, demands, fines and costs related to any act or omission of Yard user that results in contamination or clean-up of hazardous or toxic substances from the Yard and Common Areas.
7. Yard users are responsible for all costs associated with maintenance and removal of vehicles stored in the Yard.
8. Anyone using the Yard does so at their own risk. PPCSA assumes no responsibility for damage to, or loss of any vehicle stored in the Yard.
9. Yard users are encouraged to obtain and maintain insurance for all vehicles stored in the Yard. PPCSA, its members, officers, managers, agents and contractors shall not be liable for any damage or injury to Yard user or any person or property occurring on or about the Yard, and Yard user agrees to indemnify and hold PPCSA harmless from any claim, liability, loss, damage, or cost, including attorneys' fees, attributable to Yard user's use of the Yard.
10. Yard users/usage shall at all times comply with all applicable laws and the PPCSA governing documents.

11. Connections to the Yard's power shall only be made through the existing convenience power outlets and then only for occasional use. Users shall not make permanent connections to the Yard's power.
12. Vehicles shall not be used for residential, recreational, or business use while stored in the Yard. No one may stay in the Yard overnight.
13. Yard users must complete an RV Storage application and have it approved by the Community Manager prior to receiving a permit for Yard storage. Yard users must acquire a Yard key from the Community Manager, and a \$50 key deposit is required. Key deposits shall be paid in full at the time of registration. The charge and payment of the key deposit will be posted to the lot owner's account. Key deposits held by the Association will not accrue or otherwise earn interest.
14. No portion of an assigned space may be sub-leased or otherwise shared with a resident or non-resident.
15. Spaces will be assigned on a first-come first-served basis with a maximum of one long-term space assignment per Park Plazas lot. If demand exceeds space availability: a) a waiting list for use will be maintained by the Park Plazas Community Manager, and b) non-residents will be required to surrender their assigned space and key. Available spaces will be awarded by date of request recorded on the waiting list, except that priority will be given first to resident lot owners and then to non-owner residents, and finally to non-resident lot owners. PPCSA will have no obligation to issue a new permit, or prioritize any lot owner or request, for a space in the Yard.
16. Yard users may request the use of more than one space. Subject to availability, extra space(s) will be assigned on a month- to-month basis. If demand exceeds space availability, Yard users controlling more than one space may be required to relinquish any and/or all additional spaces. Yard users may be limited to the use of one space with priority given to resident lot owners, and then to non-owner residents, and finally to non-resident lot owners. A lottery or other random method of determination may be used to reassign spaces when demand is greater than supply.
17. Yard spaces are non-transferable and rights to use the assigned space expire upon the sale of the lot.
18. Yard users who do not make use of their space for more than six (6) months will lose their assigned space.
19. Yard users shall only store vehicles within the boundaries of their own assigned space.
20. Termination of Yard user's permit and use of the Yard may be terminated at any time upon written notice by PPCSA or Yard user. PPCSA shall provide written notice of violation of these Rules or termination of the permit to use the Yard to the Yard user at the last known email address and/or physical address on file in the Park Plazas office.
21. Any vehicle that remains in or about the Yard thirty (30) days following the date of such notice or termination shall be deemed abandoned by Yard user. At such time, PPCSA may tow any vehicle in PPCSA's sole discretion, and the Yard user will be charged the cost of removal plus a \$200 fee for time and resources incurred by the Association. These charges shall be added to and become part of the assessment to which such lot is subject.
22. PPCSA may tow any vehicle in the Yard that constitutes a nuisance or creates a safety concern twenty-four (24) hours following notice to Yard user.

DUMPSTER SITE

1. The dumpster is for use by residents and lot owners only and may not be used by others.
2. The dumpster may be used only for the following items: a. yard waste (plant clippings, tree clippings); b. small pieces of wood c. small household discards; d. cardboard.

3. The following items may not be placed in the dumpster: a. furniture; b. hazardous/medical waste; c. concrete; d. tires; e. automotive batteries; f. e-waste including computers and fluorescent lights; g. dead animals; h. explosives. All items prohibited for disposal at the City of Santa Fe landfill are prohibited at the PPCSA dumpster site. Alternative disposal options may be found at the [Santa Fe Solid Waste Management Agency](#).

**Park Plazas Community Services Association
Request for Use of Space in Recreational Vehicle and Storage Yard**

Name: _____ Date: _____
Address: _____ Lot No: _____
Phone Number: _____ Email Address: _____
____ Lot Owner ____ Tenant

All applicants must provide PROOF OF OWNERSHIP for all vehicles stored in the RV Storage Yard. Proof of ownership can include a copy of the vehicle title, registration, or temporary bill of sale. In the case of a temporary bill-of-sale, applicant must provide a copy of the vehicle title within sixty (60) days.

Tenants (or other non-lot-owner residents) must provide PROOF OF RESIDENCY in Park Plazas. The name on the proof of residency must match the name on the proof of ownership for vehicles that will be stored in the RV Storage Yard. Proof of residency can include a copy of:

- A current utility bill with the name and Park Plazas address of the applicant (cell phone bills are not acceptable).
- A driver's license or other government issued ID with the name and Park Plazas address of the applicant.

For any vehicle, trailer, boat, or recreational vehicle ("RV") to be stored in the Yard, fill in the following description and provide proof of ownership.

Item 1: Space requested for: (Provide full description) Item Type: (Sedan, SUV, PU, Trailer, Boat, etc.):

Make: _____ Model: _____
Color: _____ License (State & #): _____
Length/Other Features: _____

By signing below, I agree to the following:

I have read the Recreational Vehicle and Storage Yard Rules and Regulations ("Rules") and understand the Rules.

I will use only the space assigned to me in the RV and Storage Yard and will place only approved vehicle within that space (as listed and described above). Vehicles shall meet any and all restrictions outlined in the Rules. I understand that the PPCSA Board of Directors or their appointed representative may change my assigned space at any time as needed to accommodate better use of the area.

I will not make copies of my assigned RV and Storage Yard key nor loan my key to any person who is not a Park Plazas tenant or resident with an assigned RV and Storage Yard space. I will ensure that the RV and Storage Yard gates are locked when I leave the area, and I will report any known RV and Storage Yard abuses to the PP Community Manager.

I understand and accept that PPCSA assumes no liability for damage or loss of my personal property.

I understand that my use of property for storage shall at all times comply with all relevant state, local, and private laws, covenants and restrictions. It is my responsibility to ensure compliance with the laws at all times, and the Association makes no representations or warranties as to compliance of the use with relevant land use restrictions.

I understand that, subject to compliance with these Rules, PPCSA grants me, the undersigned owner or resident of a Lot in Park Plazas ("Yard user"), a permit to use an assigned storage space in the Yard. I understand that violation of these Rules may result in termination of the permit and/or having vehicle(s) in the Yard towed or removed at Yard user's expense.

Failure on my part to abide by the rules as written in the RV and Storage Yard Rules may also result in a temporary or permanent revocation of my privilege to use the RV and Storage Yard.

Signed: _____ Date: _____

FOR OFFICE USE ONLY Approval date: _____

Date deposit received: _____ Date deposit returned: _____

Key number: _____ Space Number: _____



Park Plazas Community Services Association

2801 Rodeo Road, E1 | Santa Fe, NM 87507 | 505-471-8809 | www.parkplazas.org

A Covenant Enhanced Community

TO:

FROM: Richard White, Community Manager
JD Bullington, Chair, RV Lot Committee, Secretary, Board of Directors

RE: Recreational and Vehicle Storage Yard

DATE:

At the September 24, 2025 Board of Directors meeting, the board approved amending the Recreational and Vehicle Storage Yard policy to require that all sheds/containers and their contents be removed no later than March 31, 2026. These Rules and Regulations supersede all prior versions of the Maintenance and RV and Storage Yard Policy including those dated June 26, 2013, May 28, 2014, and April 28, 2021.

Some sheds have been abandoned by previous owners and many of these sheds are in disrepair and present serious safety and health risks, including rodent nests and other pests. To expedite removal of sheds, owners may notify the PPCSA office of their intention to remove all articles within and around the shed no later than February 1, 2026 and PPCSA will contract to have the actual shed disassembled and removed. Owners will be charged the cost of removal as well as a \$200 fee for time and resources incurred by the Association. Should Park Plazas have to remove contents and the shed, owners will be charged total cost of content removal plus shed removal and the additional \$200 fee for time and resources incurred by the Association. Owners also have an option to remove the contents and the shed. Removal must include the shed, any foundation or additional structure, and any items stored inside and outside of the unit.

Once the space is vacated and cleaned to the satisfaction of the Community Manager, shed owners may return their storage lot key to the Park Plazas office and receive payment for their key deposit.

Any shed/container not removed by March 31, 2026 will be removed by Park Plazas Community Services Association and the owner will be charged the cost of removal plus a \$200 fee for time and resources incurred by the Association. These charges shall be added to and become part of the assessment to which such lot is subject.

We appreciate your attention and prompt response to this matter.



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According to Park Plazas records, you own two storage containers that are situated in/around RV Storage Yard. As we are aware that removing this container will require substantial time and effort, the board approved extending the time for removal. While all sheds must be removed no later than March 31, 2026, containers must be removed no later than June 30, 2026. During the time period April 1 through June 30, you will be charged a \$250 monthly fee for each container that is located in/around the Park Plazas RV Storage Yard. These charges shall be added to and become part of the assessment to which your lot is subject.

Once the space is vacated and cleaned to the satisfaction of the Community Manager, shed owners may return their storage lot key to the Park Plazas office and receive payment for their key deposit.

Any container not removed by June 30, 2026 will be removed by Park Plazas Community Services Association and the owner will be charged the cost of removal plus a fee for time and resources incurred by the Association. These charges shall be added to and become part of the assessment to which such lot is subject.

We appreciate your attention and prompt response to this matter.

Appendix

Financial Reports

Balance Sheet - BP

Properties: Active

As of: 08/31/2025

Accounting Basis: Accrual

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance
ASSETS		
Cash		
10020	EBT Operating Fund #7801	11,773.05
12040	EBT Reserve Fund #8601	10,000.51
Total Cash		21,773.56
10010	Petty Cash	255.00
10021	EBT Operating Fund - IntraFi Cash Svc	721,469.20
12041	EBT Reserve - IntraFi Cash Svc	676,712.38
13010	Accounts Receivable	7,338.86
14035	Right of Use - Office Lease	26,015.00
14040	Security Deposit for Office	750.00
14041	Security Deposit - Optimal Unlimited	500.00
15065	Right of Use - Accumulated Amortization	-3,340.00
TOTAL ASSETS		1,451,474.00
LIABILITIES & CAPITAL		
Liabilities		
20010	Accounts Payable	18,443.12
20030	Prepaid Assessments	11,370.63
20040	RV Lot Dumpster Key Deposits	4,010.00
20045	Short-term Lease Liability	8,364.00
20050	Long Term Lease Liability	14,311.00
21010	Deferred Reserve Fund Liability	1,395,617.16
25010	Federal Withholding	474.28
25020	FICA	402.70
25030	FUTA	-0.01
25040	Medicare	94.16
25050	State Income Tax Withholding	-166.91
25060	WC-1	2.00
Total Liabilities		1,452,922.13
Capital		
30900	Members' Equity - OF	67,652.59
30910	Members' Equity - RF	0.06
Calculated Retained Earnings		-44,735.77
Calculated Prior Years Retained Earnings		-24,365.01
Total Capital		-1,448.13
TOTAL LIABILITIES & CAPITAL		1,451,474.00

Income Statement

Park Plazas Community Services Association

Properties: Active

As of: Aug 2025

Accounting Basis: Accrual

Include Zero Balance GL Accounts: No

Account Number	Account Name	Selected Month	% of Selected Month	Year to Month End	% of Year to Month End
Operating Income & Expense					
Income					
40100	Assessments	43,316.00	60.47	346,522.74	57.00
40200	Water & Sewer Charges	27,091.07	37.82	181,661.91	29.88
40300	Transfer Fees	1,200.00	1.68	4,800.00	0.79
40310	Permits and Fees	0.00	0.00	70.00	0.01
40600	Misc Income	0.00	0.00	4,250.00	0.70
40800	Operating Fund - Interest & Dividends	0.21	0.00	12,317.59	2.03
42100	Reserve Fund Income	0.00	0.00	58,257.13	9.58
42110	Reserve Fund - Interest & Dividends	0.00	0.00	0.00	0.00
49035	NSF Fees Collected	25.00	0.03	100.00	0.02
Total Operating Income		71,632.28	100.00	607,979.37	100.00
Expense					
60110	Postage & Delivery	0.00	0.00	876.00	0.14
60120	Office Supplies	43.25	0.06	982.77	0.16
60130	Printing/Copies	69.82	0.10	977.86	0.16
60140	Accounting & Tax Prep	0.00	0.00	11,400.75	1.88
60150	Legal	632.90	0.88	11,549.12	1.90
60160	Bank Service Charges	93.61	0.13	655.09	0.11
60180	Telephone & Internet	115.87	0.16	2,805.00	0.46
60190	Insurance Premiums	824.00	1.15	10,773.00	1.77
60195	Licenses & Fees	0.00	0.00	78.90	0.01
60200	Late Payment Charges	0.00	0.00	0.00	0.00
60210	Meetings	127.86	0.18	5,535.12	0.91
60230	Office Equipment	0.00	0.00	439.81	0.07
60235	Rent & Utilities	909.01	1.27	7,393.27	1.22
60240	Office Expense	300.00	0.42	1,124.87	0.19
60245	Office Expense - SW Subs	243.75	0.34	4,535.83	0.75
60250	Bookkeeping	0.00	0.00	3,800.00	0.63
60265	Continuing Education	0.00	0.00	0.00	0.00
60270	Dues & Subscriptions	340.00	0.47	340.00	0.06
60280	Management SW Subs	879.87	1.23	7,038.96	1.16
61010	Wages - Managerial	8,600.60	12.01	73,566.04	12.10
61020	Wages - Landscape	0.00	0.00	34,678.52	5.70
61030	Employee Benefits	0.00	0.00	-139.50	-0.02
61040	Payroll Taxes: FICA	533.23	0.74	6,711.16	1.10
61045	Payroll Taxes: Medicare	124.71	0.17	1,569.55	0.26
61050	Payroll Taxes FUTA	0.00	0.00	166.36	0.03
61070	Payroll Taxes: SUTA	7.73	0.01	247.22	0.04
61080	Payroll Taxes: WC	0.00	0.00	-285.21	-0.05

Income Statement

Account Number	Account Name	Selected Month	% of Selected Month	Year to Month End	% of Year to Month End
61090	Payroll Processing Fee	51.04	0.07	463.58	0.08
62010	Equipment Rental	0.00	0.00	757.33	0.12
62040	Maintenance - Electrical	0.00	0.00	1,606.88	0.26
62050	Maintenance - Landscaping	29.20	0.04	5,235.36	0.86
62055	Maintenance - Landscape Management Services	16,158.18	22.56	96,949.08	15.95
62060	Maintenance - Other	167.02	0.23	765.91	0.13
62065	Maintenance - Cul-de-Sacs & Paths	0.00	0.00	51,629.24	8.49
62070	Maintenance - Plumbing - Sewer	0.00	0.00	14,045.44	2.31
62080	Maintenance - Plumbing - Water	0.00	0.00	21,779.56	3.58
62090	Maintenance - RV Storage Lot	0.00	0.00	813.86	0.13
62110	Maintenance - Tennis & Petanque	0.00	0.00	10.81	0.00
62120	Maintenance - Trees	-450.00	-0.63	9,436.01	1.55
62130	Maintenance - Vehicles	0.00	0.00	190.91	0.03
62140	Maintenance - Vehicle Fuel	0.00	0.00	293.58	0.05
62150	Maintenance - Water & Land Conservation	0.00	0.00	7,091.85	1.17
63010	Refuse	1,485.78	2.07	6,143.22	1.01
63020	Water	4,684.73	6.54	114,781.71	18.88
63030	Sewer	10,385.41	14.50	72,538.78	11.93
63040	Electricity	400.79	0.56	3,104.41	0.51
65000	Miscellaneous	0.00	0.00	0.00	0.00
70130	Electrical & Lighting	0.00	0.00	1,982.37	0.33
70180	Paving - Cul-de-Sacs	0.00	0.00	4,291.80	0.71
70190	Paving - Walking Paths & Trails	0.00	0.00	2,488.31	0.41
70220	Plumbing - Water Lines	0.00	0.00	4,771.07	0.78
70230	Inside Water Lines & Meters	0.00	0.00	0.00	0.00
70260	Tennis & Petanque Courts	0.00	0.00	0.00	0.00
70270	Water & Land Conservation	0.00	0.00	44,723.58	7.36
Total Operating Expense		46,758.36	65.28	652,715.14	107.36
NOI - Net Operating Income		24,873.92	34.72	-44,735.77	-7.36
Total Income		71,632.28	100.00	607,979.37	100.00
Total Expense		46,758.36	65.28	652,715.14	107.36
Net Income		24,873.92	34.72	-44,735.77	-7.36

Operating Fund Income Statement

Properties: Active

As of: Aug 2025

Accounting Basis: Accrual

Fund Type: Operating

Account Number	Account Name	MTD Actual	MTD Budget	YTD Actual	YTD Budget	YTD \$ Var.	YTD % Var.
Income							
40100	Assessments	43,316.00	43,316.00	346,522.74	346,528.00	-5.26	-0.00%
40200	Water & Sewer Charges	27,091.07	30,455.00	181,661.91	195,912.00	-14,250.09	-7.27%
40300	Transfer Fees	1,200.00	400.00	4,800.00	2,800.00	2,000.00	71.43%
40310	Permits and Fees	0.00	50.00	70.00	175.00	-105.00	-60.00%
40600	Misc Income	0.00	0.00	4,250.00	0.00	4,250.00	—
40800	Operating Fund - Interest & Dividends	0.21	1,333.00	12,317.59	10,664.00	1,653.59	15.51%
49035	NSF Fees Collected	25.00	0.00	100.00	0.00	100.00	—
Total Operating Income		71,632.28	75,554.00	549,722.24	556,079.00	-6,356.76	-1.14%
Expense							
60110	Postage & Delivery	0.00	0.00	876.00	1,090.00	214.00	19.63%
60120	Office Supplies	43.25	175.00	982.77	1,225.00	242.23	19.77%
60130	Printing/Copies	69.82	0.00	977.86	1,350.00	372.14	27.57%
60140	Accounting & Tax Prep	0.00	0.00	11,400.75	19,500.00	8,099.25	41.53%
60150	Legal	632.90	0.00	11,549.12	4,000.00	-7,549.12	-188.73%
60160	Bank Service Charges	93.61	95.00	655.09	740.00	84.91	11.47%
60180	Telephone & Internet	115.87	229.00	2,805.00	1,833.00	-972.00	-53.03%
60190	Insurance Premiums	824.00	835.00	10,773.00	10,340.00	-433.00	-4.19%
60195	Licenses & Fees	0.00	0.00	78.90	150.00	71.10	47.40%
60210	Meetings	127.86	160.00	5,535.12	3,860.00	-1,675.12	-43.40%
60230	Office Equipment	0.00	150.00	439.81	1,200.00	760.19	63.35%
60235	Rent & Utilities	909.01	975.00	7,393.27	7,800.00	406.73	5.21%
60240	Office Expense	300.00	267.00	1,124.87	2,136.00	1,011.13	47.34%
60245	Office Expense - SW Subs	243.75	190.00	4,535.83	4,250.00	-285.83	-6.73%
60250	Bookkeeping	0.00	900.00	3,800.00	7,200.00	3,400.00	47.22%
60265	Continuing Education	0.00	0.00	0.00	500.00	500.00	100.00%
60270	Dues & Subscriptions	340.00	0.00	340.00	500.00	160.00	32.00%
60280	Management SW Subs	879.87	880.00	7,038.96	7,040.00	1.04	0.01%
61010	Wages - Managerial	8,600.60	9,390.00	73,566.04	75,123.00	1,556.96	2.07%
61020	Wages - Landscape	0.00	0.00	34,678.52	27,315.00	-7,363.52	-26.96%
61030	Employee Benefits	0.00	0.00	-139.50	132.00	271.50	205.68%
61040	Payroll Taxes: FICA	533.23	583.00	6,711.16	6,506.00	-205.16	-3.15%
61045	Payroll Taxes: Medicare	124.71	136.00	1,569.55	1,485.00	-84.55	-5.69%
61050	Payroll Taxes FUTA	0.00	12.00	166.36	96.00	-70.36	-73.29%
61070	Payroll Taxes: SUTA	7.73	44.00	247.22	352.00	104.78	29.77%
61080	Payroll Taxes: WC	0.00	0.00	-285.21	0.00	285.21	—
61090	Payroll Processing Fee	51.04	75.00	463.58	600.00	136.42	22.74%
62010	Equipment Rental	0.00	108.00	757.33	864.00	106.67	12.35%

Operating Fund Income Statement

Account Number	Account Name	MTD Actual	MTD Budget	YTD Actual	YTD Budget	YTD \$ Var.	YTD % Var.
62030	Maintenance - Dog Park	0.00	83.00	0.00	664.00	664.00	100.00%
62040	Maintenance - Electrical	0.00	0.00	1,606.88	2,000.00	393.12	19.66%
62050	Maintenance - Landscaping	29.20	300.00	5,235.36	2,800.00	-2,435.36	-86.98%
62055	Maintenance - Landscape Management Services	16,158.18	16,500.00	96,949.08	99,000.00	2,050.92	2.07%
62060	Maintenance - Other	167.02	100.00	765.91	300.00	-465.91	-155.30%
62065	Maintenance - Cul-de-Sacs & Paths	0.00	0.00	51,629.24	57,474.00	5,844.76	10.17%
62070	Maintenance - Plumbing - Sewer	0.00	2,000.00	14,045.44	16,000.00	1,954.56	12.22%
62080	Maintenance - Plumbing - Water	0.00	2,000.00	21,779.56	25,000.00	3,220.44	12.88%
62090	Maintenance - RV Storage Lot	0.00	150.00	813.86	600.00	-213.86	-35.64%
62100	Maintenance - Signs	0.00	0.00	0.00	1,000.00	1,000.00	100.00%
62110	Maintenance - Tennis & Petanque	0.00	0.00	10.81	500.00	489.19	97.84%
62120	Maintenance - Trees	-450.00	3,000.00	9,436.01	12,000.00	2,563.99	21.37%
62130	Maintenance - Vehicles	0.00	0.00	190.91	0.00	-190.91	—
62140	Maintenance - Vehicle Fuel	0.00	0.00	293.58	150.00	-143.58	-95.72%
62150	Maintenance - Water & Land Conservation	0.00	500.00	7,091.85	2,500.00	-4,591.85	-183.67%
63010	Refuse	1,485.78	300.00	6,143.22	3,600.00	-2,543.22	-70.64%
63020	Water	4,684.73	21,445.00	114,781.71	121,935.00	7,153.29	5.87%
63030	Sewer	10,385.41	9,005.00	72,538.78	73,977.00	1,438.22	1.94%
63040	Electricity	400.79	125.00	3,104.41	1,000.00	-2,104.41	-210.44%
64010	Taxes - Federal Income	0.00	0.00	0.00	750.00	750.00	100.00%
64030	Taxes - Franchise and Other	0.00	0.00	0.00	110.00	110.00	100.00%
Total Operating Expense		46,758.36	70,712.00	594,458.01	608,547.00	14,088.99	2.32%
Total Operating Income		71,632.28	75,554.00	549,722.24	556,079.00	-6,356.76	-1.14%
Total Operating Expense		46,758.36	70,712.00	594,458.01	608,547.00	14,088.99	2.32%
NOI - Net Operating Income		24,873.92	4,842.00	-44,735.77	-52,468.00	7,732.23	14.74%
Total Income		71,632.28	75,554.00	549,722.24	556,079.00	-6,356.76	-1.14%
Total Expense		46,758.36	70,712.00	594,458.01	608,547.00	14,088.99	2.32%
Net Income		24,873.92	4,842.00	-44,735.77	-52,468.00	7,732.23	14.74%

Reserve Fund Income Statement

Properties: Active

As of: Aug 2025

Accounting Basis: Accrual

Fund Type: Reserve

Account Name	MTD Actual	MTD Budget	YTD Actual	YTD Budget	YTD \$ Var.	YTD % Var.
Income						
Reserve Fund Income	0.00	11,858.33	58,257.13	94,866.68	-36,609.55	-38.59%
Total Reserve Income	0.00	11,858.33	58,257.13	94,866.68	-36,609.55	-38.59%
Expense						
Dog Park	0.00	250.00	0.00	1,800.00	1,800.00	100.00%
Electrical & Lighting	0.00	1,000.00	1,982.37	5,500.00	3,517.63	63.96%
Equipment	0.00	800.00	0.00	5,600.00	5,600.00	100.00%
Landscape	0.00	3,500.00	0.00	24,500.00	24,500.00	100.00%
Paving - Cul-de-Sacs	0.00	0.00	4,291.80	0.00	-4,291.80	—
Paving - Walking Paths & Trails	0.00	0.00	2,488.31	0.00	-2,488.31	—
Plumbing - Sewer Lines	0.00	2,000.00	0.00	14,000.00	14,000.00	100.00%
Plumbing - Water Lines	0.00	0.00	4,771.07	0.00	-4,771.07	—
Inside Water Lines & Meters	0.00	0.00	0.00	3,150.00	3,150.00	100.00%
Signs - Permanent	0.00	0.00	0.00	900.00	900.00	100.00%
Tennis & Petanque Courts	0.00	0.00	0.00	750.00	750.00	100.00%
Water & Land Conservation	0.00	3,500.00	44,723.58	35,000.00	-9,723.58	-27.78%
Total Reserve Expense	0.00	11,050.00	58,257.13	91,200.00	32,942.87	36.12%
Total Reserve Income	0.00	11,858.33	58,257.13	94,866.68	-36,609.55	-38.59%
Total Reserve Expense	0.00	11,050.00	58,257.13	91,200.00	32,942.87	36.12%
Net Reserve	0.00	808.33	0.00	3,666.68	-3,666.68	-100.00%
Total Income	0.00	11,858.33	58,257.13	94,866.68	-36,609.55	-38.59%
Total Expense	0.00	11,050.00	58,257.13	91,200.00	32,942.87	36.12%
Net Income	0.00	808.33	0.00	3,666.68	-3,666.68	-100.00%

Journal Entry Register Report

Properties: Active Properties Only

Date Range: 08/01/2025 - 08/31/2025

Entry Date	Reference	Property Name	Property Address	Account Number	Account Name	Debit	Credit	Description
08/01/2025	1163							August 2025 - Record Deferred Reserve Fund Liability - Aug, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	40100	Assessments	28,730.00		Record Deferred Reserve Fund Liability - Aug, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	21010	Deferred Reserve Fund Liability		28,730.00	Record Deferred Reserve Fund Liability - Aug, 2025
08/01/2025	1170							August 2025 - Payroll Taxes P/E 07/11/2025 (Reversed on 08/01/2025)
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding	423.47		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA	264.27		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare	61.81		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding	122.21		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61045	Payroll Taxes: Medicare	61.81		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61040	Payroll Taxes: FICA	264.27		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61070	Payroll Taxes: SUTA	3.74		P/E 07/11/2025 - All EE's
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61080	Payroll Taxes: WC	4.60		P/E 06/22/202 - All EE's ER
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61080	Payroll Taxes: WC	4.00		P/E 06/22/202 - All EE's EE
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		1,210.18	Pay Tax liabilities P/E 7/06/2025
08/01/2025	1170-R							Reverse Journal Entry August 2025 - Payroll Taxes P/E 07/11/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding		423.47	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA		264.27	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare		61.81	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding		122.21	

Journal Entry Register Report

Entry Date	Reference	Property Name	Property Address	Account Number	Account Name	Debit	Credit	Description
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61045	Payroll Taxes: Medicare		61.81	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61040	Payroll Taxes: FICA		264.27	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61070	Payroll Taxes: SUTA		3.74	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61080	Payroll Taxes: WC		4.60	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61080	Payroll Taxes: WC		4.00	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801	1,210.18		
08/03/2025	1182							Payroll PE 08/03/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61010	Wages - Managerial	1,133.40		P/E 08/03/2025 - C Kosak
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61010	Wages - Managerial	3,129.12		P/E 08/03/2025 - R White
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding		423.47	P/E 08/03/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA		264.28	P/E 08/03/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare		61.81	P/E 08/03/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding		122.21	P/E 08/03/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		963.33	P/E P/E 08/03/2025 - C Kosak
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		2,427.42	P/E 08/03/2025 - R White
08/03/2025	1184							August 2025 - Payroll Taxes P/E 08/03/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding	423.47		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA	264.28		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare	61.81		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding	122.21		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61040	Payroll Taxes: FICA	264.28		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs

Journal Entry Register Report

Entry Date	Reference	Property Name	Property Address	Account Number	Account Name	Debit	Credit	Description
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61045	Payroll Taxes: Medicare	61.81		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61070	Payroll Taxes: SUTA	3.74		Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		1,201.60	Pay Tax Liabilities P/E 08/03/2025 - ALL EEs
08/11/2025	1187							NM Mutual Insurance - 8/11/2025 (Reversed on 08/11/2025)
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	60190	Insurance Premiums	35.00		ACH DEBIT NM MUTUAL INSURANCE 250811 7465694
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		35.00	ACH DEBIT NM MUTUAL INSURANCE 250811 7465694
08/11/2025	1187-R							Reverse Journal Entry NM Mutual Insurance - 8/11/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	60190	Insurance Premiums		35.00	
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801	35.00		
08/17/2025	1183							Payroll PE 08/17/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61010	Wages - Managerial	1,208.96		P/E 08/17/2025 - C Kosak
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61010	Wages - Managerial	3,129.12		P/E 08/17/2025 - R White
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding		432.54	P/E 08/17/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA		268.95	P/E 08/17/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare		62.90	P/E 08/17/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding		125.45	P/E 08/17/2025 - All
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		1,020.81	P/E P/E 08/17/2025 - C Kosak
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		2,427.43	P/E 08/17/2025 - R White
08/17/2025	1185							August 2025 - Payroll Taxes P/E 08/17/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25010	Federal Withholding	432.54		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25020	FICA	268.95		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs

Journal Entry Register Report

Entry Date	Reference	Property Name	Property Address	Account Number	Account Name	Debit	Credit	Description
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25040	Medicare	62.90		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	25050	State Income Tax Withholding	125.45		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61040	Payroll Taxes: FICA	268.95		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61045	Payroll Taxes: Medicare	62.90		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	61070	Payroll Taxes: SUTA	3.99		Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		1,225.68	Pay Tax Liabilities P/E 08/17/2025 - ALL EEs
08/18/2025	1186							EBT - Bank account analysis fee - August, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	60160	Bank Service Charges	89.84		EBT - Bank account analysis fee - August, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		89.84	EBT - Bank account analysis fee - August, 2025
08/18/2025	1188							Bank account analysis fee - August, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	60160	Bank Service Charges	10.00		EBT - Bank account analysis fee - August, 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12040	EBT Reserve Fund #8601		10.00	EBT - Bank account analysis fee - August, 2025
08/31/2025	1191							08/31/2025 Interest
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801	0.21		08/31/2025 Interest earned
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	40800	Operating Fund - Interest & Dividends		0.21	08/31/2025 Interest earned
08/31/2025	1192							Interest Earned
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12040	EBT Reserve Fund #8601	0.26		08/31/2025 Interest earned
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12041	EBT Reserve - IntraFi Cash Svc		0.26	08/31/2025 Interest earned
08/31/2025	1193							Record Operating Fund sweep transactions - August 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801	53,938.05		Record Operating Fund sweep transactions - August 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10021	EBT Operating Fund - IntraFi Cash Svc		53,938.05	Record Operating Fund sweep transactions - August 2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10021	EBT Operating Fund - IntraFi Cash Svc	81,945.40		Record Operating Fund sweep transactions - August 2025

Journal Entry Register Report

Entry Date	Reference	Property Name	Property Address	Account Number	Account Name	Debit	Credit	Description
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801		81,945.40	Record Operating Fund sweep transactions - August 2025
08/31/2025	1194							Records Sweep Transfers to 8601 and from 2316 - 8/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12040	EBT Reserve Fund #8601	9,042.22		Sweep Transfers to 8601 from 2316 to 6801 - 8/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12041	EBT Reserve - IntraFi Cash Svc		9,042.22	Sweep Transfers to 8601 from 2316 to 6801 - 8/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12041	EBT Reserve - IntraFi Cash Svc	0.25		Sweep transfers to 2316 from 6801 - 8/2025
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12040	EBT Reserve Fund #8601		0.25	Sweep transfers from 6801 to 2316 - 8/2025
08/31/2025	1197							Recognize Pmt from RF of OF CC pmt made 08/26/25
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	10020	EBT Operating Fund #7801	615.94		Recognize Pmt from RF of OF CC pmt made 08/26/25
		Park Plazas Community Services Association	2801 Rodeo Road E-1 Santa Fe, NM 87507	12040	EBT Reserve Fund #8601		615.94	Recognize Pmt from RF of OF CC pmt made 08/26/25
Total						187,890.41	187,890.41	

Reconciliation Report

Enterprise Bank & Trust

Account Name	Operating Fund 7801
Account Number	*****
Ending Statement Date	08/31/2025

Summary

Bank Statement Starting Balance on 07/31/2025	10,000.23
Cleared Deposits and other Increases	156,153.88
Cleared Checks and other Decreases	156,153.90
Cleared ACH Batches and Reversals	0.00
Cleared Balance	10,000.21

Unreconciled Transactions

Unreconciled Deposits and other Increases (2 Items)

Journal Entry - Reverse Journal Entry August 2025 - Payroll Taxes P/E 07/11/2025	08/01/2025	1,210.18
Journal Entry - Reverse Journal Entry NM Mutual Insurance - 8/11/2025	08/11/2025	35.00

Total		1,245.18
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Unreconciled Checks and other Decreases (9 Items)

Check #20220509 - William C. & Diane J. Graves	12/17/2024	70.14
Journal Entry - April 2025 - PP Payroll P/E 03/04/2025	04/09/2025	32.22
Journal Entry - August 2025 - Payroll Taxes P/E 07/11/2025 (Reversed on 08/01/2025)	08/01/2025	1,210.18
Journal Entry - NM Mutual Insurance - 8/11/2025 (Reversed on 08/11/2025)	08/11/2025	35.00
Payment Ref EBT Visa 7/31/25 - Enterprise Bank & Trust	08/25/2025	615.94
Check #20220631 - Tierra Bonita Landscape Management	08/28/2025	3,115.87
Check #20220632 - Tierra Bonita Landscape Management	08/28/2025	1,655.31
Check #20220633 - Kathleen B. Hargrave	08/28/2025	214.07
Journal Entry - Reimburse RF for EBT CC payment made 08/26/25	08/31/2025	615.94

Total		7,564.67
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Unreconciled ACH Batches and Reversals (0 Items)

Total		0.00
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Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)

Total		0.00
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Unreconciled Checks Voided after Reconciliation Period (0 Items)

Total		0.00
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Unreconciled Receipts Deposited after Reconciliation Period (29 Items)

Receipt #9C1A-1F80 - Gary E. & Elizabeth A. Lutes	08/26/2025	224.37
Receipt #9CCE-EAB0 - Penelope Stuart	08/26/2025	192.05
Receipt #9D83-1C30 - Bernhard Draiscoll	08/26/2025	191.37
Receipt #9E22-7BF0 - William H. Freytag III	08/26/2025	209.33

Receipt #8400-E790 - Daniel J. & Carolyn Coco-V. McCoy	08/27/2025	195.01
Receipt #2FCE-A610 - Lesley Reveles	08/27/2025	225.68
Receipt #9CE9-2AC0 - Maureen O'Reilly-Blum	08/28/2025	229.23
Receipt #9DD4-4860 - Rosemary M. Thompson	08/28/2025	324.89
Receipt #9E92-8F60 - Mike Walker	08/28/2025	288.14
Receipt #9F5D-5F20 - Wanda Frances Miles-Bell Revocable Trust	08/28/2025	211.29
Receipt #4FAE-2200 - Denis Tassel	08/29/2025	200.00
Receipt #506E-1CA0 - David M. Silver	08/29/2025	215.47
Receipt #5125-A450 - John W. & Kris Murphey	08/29/2025	194.78
Receipt #51FB-EFF0 - Monica Sweeney	08/29/2025	357.42
Receipt #2390-A140 - Eileen Tyrrell	08/29/2025	425.29
Receipt #6386-96A0 - John R. Hanson	08/30/2025	228.09
Receipt #642E-2AF0 - Estate of Suzanne Brandt	08/30/2025	216.89
Receipt #64B1-8DE0 - 2877 Plaza Blanca LLC	08/30/2025	207.92
Receipt #654F-9FF0 - Leland Van Deventer	08/30/2025	233.39
Receipt #65E5-1220 - Oliver Stanford	08/30/2025	258.90
Receipt #8003-04F0 - Stephen C. Bing	08/31/2025	266.37
Receipt #80BE-65E0 - Shawn A. Paar	08/31/2025	209.88
Receipt #8183-AE50 - Christopher Schulz	08/31/2025	297.90
Receipt #8225-9720 - Valarie & Mahdi Budayr	08/31/2025	200.00
Receipt #82F9-9170 - Janis Ann Devoti	08/31/2025	225.00
Receipt #8380-B930 - Raymond & Vicki Singer	08/31/2025	199.93
Receipt #8408-5E80 - Rand L. Greenfield	08/31/2025	225.39
Receipt #C08B-6840 - Hugh W. Craig	08/31/2025	201.00
Receipt #51AC-8590 - Barbara H. Elwood	08/31/2025	205.47
Total		6,860.45

Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)

Total	0.00
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Pending Online Receipts Which Have Not Been Deposited (0 Items)

Total	0.00
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Cleared Transactions

Cleared Deposits and other Increases (58 Items)

Deposit #Automatic ACH Deposit	08/01/2025	2,048.60
Deposit #Automatic Deposit	08/01/2025	15.00
Deposit #439	08/01/2025	712.55
Deposit #440	08/01/2025	1,868.95
Deposit #441	08/01/2025	1,827.84
Deposit #Automatic Deposit	08/04/2025	200.00
Deposit #Automatic ACH Deposit	08/04/2025	1,278.08
Deposit #442	08/04/2025	2,285.61
Deposit #Automatic ACH Deposit	08/05/2025	1,337.49
Deposit #Automatic Deposit	08/05/2025	2,668.62
Deposit #Automatic ACH Deposit	08/06/2025	1,118.37
Deposit #Automatic Deposit	08/06/2025	421.17
Deposit #443	08/06/2025	396.25
Deposit #Automatic ACH Deposit	08/07/2025	15,391.93
Deposit #Automatic ACH Deposit	08/08/2025	2,157.04

Deposit #444	08/08/2025	3,895.85
Deposit #Automatic Deposit	08/11/2025	207.90
Deposit #Automatic ACH Deposit	08/11/2025	5,562.33
Deposit #445	08/11/2025	128.00
Deposit #Automatic ACH Deposit	08/12/2025	2,107.02
Deposit #Automatic Deposit	08/12/2025	204.70
Deposit #Automatic ACH Deposit	08/13/2025	1,105.25
Deposit #Automatic Deposit	08/13/2025	200.00
Deposit #446	08/13/2025	2,164.82
Deposit #Automatic ACH Deposit	08/14/2025	1,724.81
Deposit #Automatic ACH Deposit	08/15/2025	5,246.00
Deposit #Automatic Deposit	08/15/2025	213.41
Deposit #447	08/15/2025	5,096.99
Deposit #Automatic ACH Deposit	08/18/2025	403.12
Deposit #448	08/18/2025	62.00
Deposit #449	08/18/2025	2,420.37
Deposit #Automatic ACH Deposit	08/19/2025	720.36
Deposit #Automatic Deposit	08/19/2025	732.65
Deposit #450	08/19/2025	404.30
Deposit #451	08/19/2025	674.36
Deposit #452	08/19/2025	633.04
Deposit #453	08/19/2025	846.72
Deposit #Automatic ACH Deposit	08/20/2025	238.75
Deposit #454	08/20/2025	2,950.43
Deposit #Automatic ACH Deposit	08/21/2025	3,884.97
Deposit #Automatic Deposit	08/21/2025	500.32
Deposit #Automatic ACH Deposit	08/22/2025	4,265.10
Deposit #455	08/22/2025	100.00
Deposit #456	08/22/2025	2,563.59
Deposit #Automatic ACH Deposit	08/25/2025	832.82
Deposit #Automatic ACH Deposit	08/26/2025	1,904.99
Deposit #Automatic Deposit	08/26/2025	757.94
Deposit #Automatic ACH Deposit	08/27/2025	1,114.68
Deposit #457	08/27/2025	2,576.75
Deposit #458	08/27/2025	591.22
Deposit #Automatic ACH Deposit	08/28/2025	2,133.44
Deposit #Automatic Deposit	08/28/2025	203.68
Deposit #459	08/28/2025	488.13
Deposit #Automatic ACH Deposit	08/29/2025	7,325.81
Deposit #460	08/29/2025	1,201.50
Deposit #466	08/06/2025	100.00
Journal Entry - 08/31/2025 Interest	08/31/2025	0.21
Journal Entry - Record Operating Fund sweep transactions - August 2025	08/31/2025	53,938.05

Total		156,153.88
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Cleared Checks and other Decreases (25 Items)

Check #20220605 - Arnold Valerio & Ruth Valerio	06/24/2025	415.76
Check #20220621 - Rodeo Plaza Shopping Center	08/01/2025	787.50
Check #20220622 - Tierra Bonita Landscape Management	08/01/2025	16,158.18
Check #20220623 - CASH	08/06/2025	300.00

Check #20220624 - Capital Scrap Metals, Inc.	08/06/2025	108.19
Check #20220625 - Rodeo Plaza Shopping Center	08/06/2025	118.78
Check #20220626 - Santa Fe Law Group	08/06/2025	632.90
Check #20220627 - City of Santa Fe	08/18/2025	39,330.87
Check #20220628 - Core & Main	08/18/2025	3,141.45
Check #20220629 - PNM	08/18/2025	383.25
Check #20220630 - Owen W. Glaze	08/19/2025	167.02
Payment Ref Comcast 08/2025 - Comcast	08/05/2025	67.80
Payment Ref AppFolio 8/2025 - AppFolio Software	08/04/2025	879.87
Payment Ref Cincinnati CPP Installment Payment - Cincinnati Insurance Company	08/18/2025	789.00
Payment Ref ACH CSF - City of Santa Fe	08/22/2025	1,485.78
Payment Ref NMM ACH - NM Mutual Insurance Company	08/11/2025	35.00
Payment Ref ACH Bank - SurePayroll	08/27/2025	51.04
Journal Entry - Payroll PE 08/03/2025	08/03/2025	963.33
Journal Entry - Payroll PE 08/03/2025	08/03/2025	2,427.42
Journal Entry - Payroll PE 08/17/2025	08/17/2025	1,020.81
Journal Entry - Payroll PE 08/17/2025	08/17/2025	2,427.43
Journal Entry - August 2025 - Payroll Taxes P/E 08/03/2025	08/03/2025	1,201.60
Journal Entry - August 2025 - Payroll Taxes P/E 08/17/2025	08/17/2025	1,225.68
Journal Entry - EBT - Bank account analysis fee - August, 2025	08/18/2025	89.84
Journal Entry - Record Operating Fund sweep transactions - August 2025	08/31/2025	81,945.40
Total		156,153.90

Cleared ACH Batches and Reversals (0 Items)

Total	0.00
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Cash Accounts

10020: EBT Operating Fund #7801	10,541.17
Less Unreconciled Deposits	-1,245.18
Less Unreconciled Receipts Deposited after Reconciliation Period	-6,860.45
Less Receipts Reversed after Reconciliation Which Have Not Been Deposited	0.00
Less Pending Online Receipts Which Have Not Been Deposited	0.00
Plus Unreconciled Checks	7,564.67
Plus Unreconciled ACH Batches and Reversals	0.00
Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period	0.00
Plus Unreconciled Checks Voided after Reconciliation Period	0.00
Adjusted Cash Balance	10,000.21
Bank Statement Balance on 08/31/2025	10,000.21
	In Balance

Reconciliation Report

Enterprise Bank & Trust

Account Name	Reserve Fund 8601
Account Number	*****
Ending Statement Date	08/31/2025

Summary

Bank Statement Starting Balance on 07/31/2025	10,000.25
Cleared Deposits and other Increases	9,042.48
Cleared Checks and other Decreases	9,042.47
Cleared ACH Batches and Reversals	0.00
Cleared Balance	10,000.26

Unreconciled Transactions

Unreconciled Deposits and other Increases (1 Item)		
Journal Entry - Interest Earned	07/31/2025	0.25
Total		0.25
Unreconciled Checks and other Decreases (0 Items)		
Total		0.00
Unreconciled ACH Batches and Reversals (0 Items)		
Total		0.00
Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)		
Total		0.00
Unreconciled Checks Voided after Reconciliation Period (0 Items)		
Total		0.00
Unreconciled Receipts Deposited after Reconciliation Period (0 Items)		
Total		0.00
Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)		
Total		0.00
Pending Online Receipts Which Have Not Been Deposited (0 Items)		
Total		0.00

Cleared Transactions

Cleared Deposits and other Increases (2 Items)		
Journal Entry - Interest Earned	08/31/2025	0.26
Journal Entry - Records Sweep Transfers to 8601 and from 2316 - 8/2025	08/31/2025	9,042.22
Total		9,042.48
Cleared Checks and other Decreases (6 Items)		
Check #2220440 - AFJ Custom Paving	08/06/2025	1,662.84

Check #2220441 - CaitCo Drainworks	08/06/2025	4,771.07
Check #2220442 - G.L. Runer Electric, Inc.	08/06/2025	1,982.37
Journal Entry - Bank account analysis fee - August, 2025	08/18/2025	10.00
Journal Entry - Records Sweep Transfers to 8601 and from 2316 - 8/2025	08/31/2025	0.25
Journal Entry - Recognize Pmt from RF of OF CC pmt made 08/26/25	08/31/2025	615.94
Total		9,042.47

Cleared ACH Batches and Reversals (0 Items)

Total **0.00**

Cash Accounts

12040: EBT Reserve Fund #8601	10,000.51
Less Unreconciled Deposits	-0.25
Less Unreconciled Receipts Deposited after Reconciliation Period	0.00
Less Receipts Reversed after Reconciliation Which Have Not Been Deposited	0.00
Less Pending Online Receipts Which Have Not Been Deposited	0.00
Plus Unreconciled Checks	0.00
Plus Unreconciled ACH Batches and Reversals	0.00
Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period	0.00
Plus Unreconciled Checks Voided after Reconciliation Period	0.00
Adjusted Cash Balance	10,000.26
Bank Statement Balance on 08/31/2025	10,000.26
	In Balance