

HOLLY HILLS SPECIAL BUSINESS DISTRICT
TRANSACTION LEDGER

FISCAL YEAR	DATE	Contract ID	ACCOUNT	DEBIT	CREDIT	DESCRIPTION	VENDOR	CHECK NUMBER	INVOICE NUMBER
2024	8/29/24	A0003	50600-ADMIN SERVICES	2,585.00		AUGUST 2024 - GENERAL GATE SERVICES AGREEMENT	LT. KOELN		167 A202408
2024	8/29/24		10100-OPERATING ACCOUNT - CHECKING		2,585.00	AUGUST 2024 - GENERAL GATE SERVICES AGREEMENT	LT. KOELN		167 A202408
2024	8/29/24		10110-OPERATING ACCOUNT - SAVINGS	849.13		AUG 2024 - TAX REVENUE			
2024	8/29/24		40100-TAX REVENUE		849.13	AUG 2024 - TAX REVENUE			
2024	8/31/24		10110-OPERATING ACCOUNT - SAVINGS	8.68		TGCU - INTEREST REVENUE			
2024	8/31/24		40300-INTEREST REVENUE		8.68	TGCU - INTEREST REVENUE			
2024	8/31/24		50000-ADMIN EXPENSES	25.00		TGCU - ACH MONTHLY BANKING FEE	TOGETHER CREDIT UNION		
2024	8/31/24		10100-OPERATING ACCOUNT - CHECKING		25.00	TGCU - ACH MONTHLY BANKING FEE	TOGETHER CREDIT UNION		
2024	9/3/24		10120-INVESTMENT ACCOUNT - MOSIP	1,763.90		MOSIP - AUG 2024 INTEREST REVENUE			
2024	9/3/24		40300-INTEREST REVENUE		1,763.90	MOSIP - AUG 2024 INTEREST REVENUE			
2024	9/6/24		10100-OPERATING ACCOUNT - CHECKING		8,869.50	GRAND BRIDGE REPAIRS - REMAINING BALANCE	RICK BRAZZALE		168 BALANCE OWED
2024	9/6/24	B0012	53000-BEAUTIFICATION EXPENSES	8,869.50		GRAND BRIDGE REPAIRS - REMAINING BALANCE	RICK BRAZZALE		168 BALANCE OWED
2024	9/6/24		10100-OPERATING ACCOUNT - CHECKING		25,633.75	50% DOWNPAYMENT - LIGHT POLE BANNERS FABRICATION	EXCEL SIGNS & DESIGNS	169	150075
2024	9/6/24	10003	51000-INFRASTRUCTURE EXPENSES	12,816.87		50% DOWNPAYMENT - LIGHT POLE BANNERS FABRICATION	EXCEL SIGNS & DESIGNS	169	150075
2024	9/6/24	B0008	53000-BEAUTIFICATION EXPENSES	12,816.88		50% DOWNPAYMENT - LIGHT POLE BANNERS FABRICATION	EXCEL SIGNS & DESIGNS	169	150075
2024	9/6/24		10100-OPERATING ACCOUNT - CHECKING		6,065.21	8/1/24 - 8/14/24 SECURITY PATROLS INVOICE	CAMPBELL SECURITY & SERVICES GROUP	ACH	4680
2024	9/6/24	S0002	52100-SECURITY PATROLS	6,065.21		8/1/24 - 8/14/24 SECURITY PATROLS INVOICE	CAMPBELL SECURITY & SERVICES GROUP	ACH	4680
2024	9/6/24		10100-OPERATING ACCOUNT - CHECKING		5,038.21	8/14/24 - 8/31/24 SECURITY PATROLS INVOICE	CAMPBELL SECURITY & SERVICES GROUP	ACH	4710
2024	9/6/24	S0002	52100-SECURITY PATROLS	5,038.21		8/14/24 - 8/31/24 SECURITY PATROLS INVOICE	CAMPBELL SECURITY & SERVICES GROUP	ACH	4710
2024	9/9/24		10120-INVESTMENT ACCOUNT - MOSIP		100,000.00	MOSIP - AUG 2024 FUNDS REDEMPTION			
2024	9/9/24		10100-OPERATING ACCOUNT - CHECKING	100,000.00		MOSIP - AUG 2024 FUNDS REDEMPTION			
2024	9/10/24		10100-OPERATING ACCOUNT - CHECKING		86,371.68	TGCU - INTERNAL TRANSFER			
2024	9/10/24		10110-OPERATING ACCOUNT - SAVINGS	86,371.68		TGCU - INTERNAL TRANSFER			
2024	9/11/24		10110-OPERATING ACCOUNT - SAVINGS		9,503.25	TGCU - INTERNAL TRANSFER			
2024	9/11/24		10100-OPERATING ACCOUNT - CHECKING	9,503.25		TGCU - INTERNAL TRANSFER			
2024	9/16/24		10110-OPERATING ACCOUNT - SAVINGS		25,000.00	TGCU - INTERNAL TRANSFER			
2024	9/16/24		10100-OPERATING ACCOUNT - CHECKING	25,000.00		TGCU - INTERNAL TRANSFER			

HOLLY HILLS SPECIAL BUSINESS DISTRICT
BALANCE SHEET
AS OF 9/17/24

ASSETS

¹	10100-OPERATING ACCOUNT - CHECKING	25,000.00
²	10110-OPERATING ACCOUNT - SAVINGS	86,643.47
	10120-INVESTMENT ACCOUNT - MOSIP	302,313.53
	10200-ACCOUNTS RECEIVABLE	-
	10300-PETTY CASH	-
	10400-PREPAID EXPENSES	-
	10500-OTHER ASSETS	-
	TOTAL ASSETS	413,957.00

LIABILITIES

20100-ACCOUNTS PAYABLE	-
20200-ACCRUED EXPENSES	-
NET LIABILITIES	-

NET ASSETS

30100-NET ASSETS	413,957.00
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¹ Together Credit Union requires the Business Checking Account maintain a minimum balance of \$100.

² Together Credit Union requires the Business Savings Account maintain a minimum balance of \$5.

HOLLY HILLS SPECIAL BUSINESS DISTRICT
INCOME STATEMENT

FISCAL YEAR	<u>ACTUAL</u> <u>2024</u>	<u>ACTUAL¹</u> <u>2023</u>
STARTING BALANCE	303,234.71	
REVENUES		
40100-TAX REVENUE	395,745.83	399,901.65
40200-DONATIONS	-	130.00
40300-INTEREST REVENUE	15,397.29	2,893.60
40400-OTHER REVENUE	-	-
TOTAL REVENUES	411,143.12	402,925.25
TOTAL ASSETS AVAILABLE	714,377.83	402,925.25
EXPENSES		
50000-ADMIN EXPENSES	3,347.73	1,909.19
50100-AUDIT EXPENSES	-	-
50200-MARKETING EXPENSES	2,976.76	550.00
50300-CITY HALL FEE EXPENSES	6,151.98	6,201.12
50400-PRINTING EXPENSES	-	-
50500-POSTAGE EXPENSES	-	79.78
50600-ADMIN SERVICES	18,095.00	-
ADMIN EXPENSES	30,571.47	8,740.09
51000-INFRASTRUCTURE EXPENSES	101,988.73	35,284.40
INFRASTRUCTURE EXPENSES	101,988.73	35,284.40
52000-SAFETY & SECURITY EXPENSES	-	-
52100-SECURITY PATROLS	87,814.43	39,297.10
SAFETY EXPENSES	87,814.43	39,297.10
53000-BEAUTIFICATION EXPENSES	80,046.20	16,368.95
BEAUTIFICATION EXPENSES	80,046.20	16,368.95
TOTAL EXPENSES	300,420.83	99,690.54
NET POSITION		
NET INCOME (LOSS)	110,722.29	303,234.71
NET POSITION	413,957.00	303,234.71

¹ Holly Hills SBD was created in August 2022, with organized activity beginning in November 2022. Immaterial activity in calendar year 2022 is rolled into Fiscal Year 2023.

HOLLY HILLS SPECIAL BUSINESS DISTRICT
Annual Budget - Monthly Performance Estimates

	BUDGETED 2023 ACTIVITY FOR FY 2024	BUDGETED JANUARY 2024	BUDGETED FEBRUARY 2024	BUDGETED MARCH 2024	BUDGETED APRIL 2024	BUDGETED MAY 2024	BUDGETED JUNE 2024	BUDGETED JULY 2024	BUDGETED AUGUST 2024	BUDGETED SEPTEMBER 2024	BUDGETED OCTOBER 2024	BUDGETED NOVEMBER 2024	BUDGETED DECEMBER 2024	BUDGETED FULL YEAR 2024
ASSET CARRYOVER														
UNSPENT PY FUNDS	303,234.71													
INCOME														
40100-TAX REVENUE	303,000.00	50,000.00	35,000.00	7,000.00	-	-	-	-	-	-	-	-	-	395,000.00
40200-DONATIONS		-	-	-	-	-	-	-	-	-	-	-	-	-
40300-INTEREST REVENUE		750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00
40400-OTHER REVENUE		-	-	-	-	-	-	-	-	-	-	-	-	-
GROSS INCOME	303,000.00	50,750.00	35,750.00	7,750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	404,000.00
EXPENSES														
50000-ADMIN EXPENSES		500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
50100-AUDIT EXPENSES		-	-	-	-	-	-	-	-	-	-	-	1,000.00	1,000.00
50200-MARKETING EXPENSES		-	-	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,000.00
50300-CITY HALL FEE EXPENSES	6,140.00	1,000.00	500.00	300.00	-	-	-	-	-	-	-	-	-	7,940.00
50400-PRINTING EXPENSES		-	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,000.00	2,000.00
50500-POSTAGE EXPENSES		-	-	-	-	-	-	-	-	-	-	-	1,000.00	1,000.00
50600-ADMIN SERVICES		-	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	28,435.00
51000-INFRASTRUCTURE EXPENSES		17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00	210,000.00
52000-SAFETY & SECURITY EXPENSES		10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	126,000.00
53000-BEAUTIFICATION EXPENSES		18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	216,000.00
TOTAL EXPENSES	6,140.00	47,000.00	49,185.00	49,085.00	48,785.00	48,785.00	48,785.00	49,785.00	49,785.00	49,785.00	49,785.00	49,785.00	52,685.00	599,375.00
ENDING BALANCE														107,859.71

	ACTUAL 2023 ACTIVITY FOR FY 2024	ACTUAL JANUARY 2024	ACTUAL FEBRUARY 2024	ACTUAL MARCH 2024	ACTUAL APRIL 2024	ACTUAL MAY 2024	ACTUAL JUNE 2024	ACTUAL JULY 2024	ACTUAL AUGUST 2024	ACTUAL SEPTEMBER 2024	ACTUAL OCTOBER 2024	ACTUAL NOVEMBER 2024	ACTUAL DECEMBER 2024	ACTUAL FULL YEAR 2024
ASSET CARRYOVER														
UNSPENT PY FUNDS	303,234.71													
INCOME														
40100-TAX REVENUE	301,050.45	38,462.30	46,685.98	-	779.19	1,768.96	5,541.53	608.29	849.13	-	-	-	-	395,745.83
40200-DONATIONS		-	-	-	-	-	-	-	-	-	-	-	-	-
40300-INTEREST REVENUE		1,001.80	1,424.78	1,808.71	1,933.65	1,868.73	1,928.71	1,874.42	1,792.59	1,763.90	-	-	-	15,397.29
40400-OTHER REVENUE		-	-	-	-	-	-	-	-	-	-	-	-	-
GROSS INCOME		39,464.10	48,110.76	1,808.71	2,712.84	3,637.69	7,470.24	2,482.71	2,641.72	1,763.90	-	-	-	411,143.12
EXPENSES														
50000-ADMIN EXPENSES		25.00	25.00	549.09	498.64	25.00	1,225.00	975.00	25.00	-	-	-	-	3,347.73
50100-AUDIT EXPENSES		-	-	-	-	-	-	-	-	-	-	-	-	-
50200-MARKETING EXPENSES		-	430.00	-	-	-	-	2,546.76	-	-	-	-	-	2,976.76
50300-CITY HALL FEE EXPENSES	6,140.87	-	-	-	-	11.11	-	-	-	-	-	-	-	6,151.98
50400-PRINTING EXPENSES		-	-	-	-	-	-	-	-	-	-	-	-	-
50500-POSTAGE EXPENSES		-	-	-	-	-	-	-	-	-	-	-	-	-
50600-ADMIN SERVICES		-	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	2,585.00	-	-	-	-	18,095.00
51000-INFRASTRUCTURE EXPENSES		-	61,155.61	-	-	16,030.00	542.50	11,443.75	-	12,816.87	-	-	-	101,988.73
52000-SAFETY & SECURITY EXPENSES		-	-	-	-	-	-	-	-	-	-	-	-	-
52100-SECURITY PATROLS		4,721.81	21,056.59	-	14,438.80	10,854.80	5,906.80	14,202.21	5,530.00	11,103.42	-	-	-	87,814.43
53000-BEAUTIFICATION EXPENSES		12,122.39	7,295.97	-	19,007.26	10,130.88	9,058.34	744.98	-	21,686.38	-	-	-	80,046.20
TOTAL EXPENSES		16,869.20	92,548.17	3,134.09	36,529.70	39,636.79	19,317.64	32,497.70	8,140.00	45,606.67	-	-	-	300,420.83
2024 NET POSITION														110,722.29
ENDING BALANCE														413,957.00

HOLLY HILLS SPECIAL BUSINESS DISTRICT**Fund Performance & Tracker**

	10% Administrative	30% Infrastructure	30% Safety & Security	30% Beautification	Total
<u>2023</u>					
Revenue Received	40,292.53	120,877.58	120,877.58	120,877.58	402,925.25
Unspent Allocated Funds	-				-
Expenses Incurred	(8,740.09)	(35,284.40)	(39,297.10)	(16,368.95)	(99,690.54)
Net Available Funds	31,552.44	85,593.18	81,580.48	104,508.63	303,234.71
<u>2024</u>					
Carryover Funds	31,552.44	85,593.18	81,580.48	104,508.63	303,234.71
Reallocated Carryover Admin Funds ¹	-	-	-	-	-
Revenue Received	41,114.31	123,342.94	123,342.94	123,342.94	411,143.12
Unspent Allocated Funds	(16,378.24)	(65,085.38)	(88,366.58)	(92,221.14)	(262,051.34)
Expenses Incurred	(30,571.47)	(101,988.73)	(87,814.43)	(80,046.20)	(300,420.83)
Net Available Funds	25,717.04	41,862.00	28,742.40	55,584.22	151,905.66

1 Original 2024 budget allocated the 2023 Carryover Admin Funds to the 3 primary spending categories. At 2/20/24 Board meeting, Board approved adjusting the budget to carry the funds in the Admin fund to pay for expected annual costs associated with Gate Services Agreement

HOLLY HILLS SPECIAL BUSINESS DISTRICT												
Active & Past Contracts												
Fiscal Year	Committee	Contract ID	Vendor	Board Approval	Contract Open Date	Contract Close Date	Approved Amount	Amount Spent	Funds Remaining	Amount to Release	Scope	Notes
2023	Beautification	B0001	Ten8 Group	5/17/23	5/17/23	5/30/24	\$ 9,250.00	\$ 9,250.00	\$ -		Branding & Signage Design	TOTAL CONTRACT VALUE IS \$18,500 AND IS SPLIT 50/50 BETWEEN INFRASTRUCTURE & BEAUTIFICATION COMMITTEES
2023	Infrastructure	I0002	Ten8 Group	5/17/23	5/17/23	5/30/24	\$ 9,250.00	\$ 9,250.00	\$ -		Branding & Signage Design	TOTAL CONTRACT VALUE IS \$18,500 AND IS SPLIT 50/50 BETWEEN INFRASTRUCTURE & BEAUTIFICATION COMMITTEES
2023	Safety & Security	S0001	Campbell Security & Service Group	5/17/23	7/1/23		\$ 105,000.00	\$ 110,478.11	\$ -		Security Patrols	Security contract rolls with fiscal year
2023	Infrastructure	I0001	DJM Ecological Services, Inc.	5/17/23	7/12/23	2/20/24	\$ 86,815.00	\$ 88,440.01	\$ -	\$ -	Park Gate Construction	Contract contingent upon Parks & BPS Approval
2024	Safety & Security	S0002	Campbell Security & Service Group	5/17/23	7/1/24		\$ 105,000.00	\$ 16,633.42	\$ 88,366.58		Security Patrols	Security contract rolls with fiscal year
2023	Beautification	B0002	SWT Design	7/18/23	7/18/23	2/18/24	\$ 26,350.00	\$ 26,503.69	\$ -		Landscape Master Plan	10 Year Master Plan for Landscaping
2023	Administrative	A0001	Postage	7/18/23	7/18/23	12/31/23	\$ 500.00	\$ 79.78	\$ -	\$ 420.22	Postage expenses	Approved for postage expenses related to the general business of the District
2023	Beautification	B0003	Ten8 - Public Meeting Signs	8/15/23	8/15/23	9/19/23	\$ 1,200.00	\$ 1,098.75	\$ -	\$ 101.25	Signage Expenses	Related to public meeting for Ten8 open house; Initial approval of \$1,000.
2023	Administrative	A0002	MOPERM Insurance Policy	8/15/23	8/15/23	6/30/24	\$ 1,200.00	\$ 1,044.00	\$ -	\$ 156.00	District Liability Insurance	Approved increase of amount to \$1,200 at 9/19/23 meeting.
												District liability insurance policy
2023	Beautification	B0004	AKT Studios	12/19/23		4/26/24	\$ 3,000.00	\$ 3,000.00	\$ -		Procurement & installation of fleur de lis flower pot @ roundabout	Location Option 1: Roundabout @ Lyle House; Backup Plan: Elsewhere in the district
2023	Beautification	B0005	TBD: (1) ARTSCULPT	1/16/24			\$ 20,000.00	\$ 11,000.00	\$ 9,000.00		Fire Hydrant Painting	Will be put out to bid, up to \$20,000 for a painter to paint up to 100 fire hydrants. Prioritizing Grand, Bates, Morgan Ford, and Loughborough (excluding park frontage). If balance, Wilmington & Leona.
2024	Beautification	B0006	DJM Ecological Services, Inc.	2/20/24	2/20/24	4/12/24	\$ 11,035.00	\$ 11,035.00	\$ -		Median Plant Removal	Debris removal, leveling, and seeding of medians along Holly Hills Blvd & Federer
2024	Beautification	B0007	DJM Ecological Services, Inc.	2/20/24	2/20/24		\$ 79,895.00	\$ 14,780.00	\$ 65,115.00		Endcap Concrete Planter Construction	Construction of concrete endcap planters x3 at Loughborough & Leona, Holly Hills & Grand, and Holly Hills & Morganford
												Rolling monthly contract for the services of closing and opening the park gates in accordance with the Parks Department (having law enforcement responsible). Contract renews automatically at the turn of each month, and may be cancelled without cause by either party with 30 days notice. Contracted fee is \$2,585 lump sum due monthly. "Approved Amount" is annualized used for budgeting purposes.
2024	Administrative	A0003	Lt. Koeln	2/20/24	2/20/24		\$ 31,020.00	\$ 18,095.00	\$ 12,925.00		General Park Gate Services Agreement	
2024	Beautification	B0008	Craftsmen Industries, Inc.	4/16/24	4/16/24		\$ 25,850.00	\$ 12,816.88	\$ 13,033.12		Lightpole Banners	Fabrication of 47 lightpole banners, removal of any existing banners,
2024	Infrastructure	I0003	Craftsmen Industries, Inc.	4/16/24	4/16/24		\$ 25,850.00	\$ 12,816.87	\$ 13,033.13		Lightpole Banners	Fabrication of 47 lightpole banners, removal of any existing banners, installation, and permitting. Contract split 50/50 between Infrastructure & Beautification.
												Elongated median on Leona in front of Epiphany Lutheran Church. Vendor will clear existing vegetation, plant new fescue grass seed. Approved amount inclusive of purchase of 3 hoses to be used by HHSD volunteers for watering. Hose ownership will be retained by SBD
2024	Beautification	B0009	Dan McDonnell	4/16/24	4/16/24		\$ 1,200.00	\$ 1,126.98	\$ 73.02		Clearance & Grass Installation @ Leona & Holly Hills	Contract with Red Oak to prep soil in round planter bed at Holly Hills & Leona, and planting of landscaped materials in accordance with SWT landscape architecture plan
2024	Beautification	B0010	Red Oak Landscaping	4/16/24	4/16/24	5/19/24	\$ 9,867.00	\$ 9,867.64	\$ -		Landscape Plantings - Round Planter @ Holly Hills & Leona	SBD funding brush clearance around western portion of Grand Bridge (within SBD boundary). Private neighborhood fundraising via GoFundMe funding clearance on eastern portion of the bridge.
2024	Beautification	B0011	DJM Ecological Services, Inc.	4/16/24	4/16/24		\$ 5,000.00	\$ -	\$ 5,000.00		Brush clearance around Grand Bridge	SBD funding surface level repairs to Grand Bridge on western portion of the bridge (within the SBD boundary). Private neighborhood fundraising via GoFundMe funding repairs on eastern portion of the bridge.
2024	Beautification	B0012	STL Stair Repair	4/16/24	4/16/24		\$ 5,000.00	\$ 9,855.00	\$ -		Surface repairs to Grand Bridge	10-month study to identify traffic calming needs in the area and produce concept drawings. Includes pointing SBD towards sources of additional funding beyond EW Gateway
2024	Infrastructure	I0004	TrailNet+ CBB	4/16/24	4/16/24		\$ 53,496.00	\$ 8,375.00	\$ 45,121.00		Traffic Calming Study	Preapproval for (1) purchasing a list of addresses to own that contains all residences including apartments (2) engage a direct mail firm for printing and distribution of a newsletter
2024	Administrative	A0004	BENZ PRESSWERKS	5/21/24	5/21/24		\$ 6,000.00	\$ 2,546.76	\$ 3,453.24		Direct Mailing - Newsletter	Services to fill-in sinkhole that formed in median on 3600 Bellerive
2024	Infrastructure	I0005	TBD	5/21/24	5/21/24	6/17/24	\$ 500.00	\$ 542.50	\$ -		Sinkhole Remediation	Services to fill-in sinkhole that formed in median on 3600 Bellerive
2024	Beautification	B0013	TBD	5/21/24	5/21/24	6/17/24	\$ 500.00	\$ 542.50	\$ -		Sinkhole Remediation	Repair contingency
2024	Infrastructure	I0006	TBD	TBD	TBD		\$ 10,000.00	\$ 3,068.75	\$ 6,931.25		Repair contingency	Repair contingency on infrastructure items (primarily gates)
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