



Monthly Report

To: Overlook Board of Directors
From: WEB Properties, Inc.
Date: January 31, 2018
Re: Overlook HOA Operating Statements, January 2018

To All,

Enclosed you will find the January 2018 monthly statement and financial reports for the Overlook Home Owners Association.

Income

In January we collected \$27,561.11 in Total Income, which is \$6,818.11 above the budget estimate of \$20,743.00. Year-To-Date we have collected \$27,561.11 in Total Income, which is \$6,818.11 above the budget estimate of \$20,743.00.

Account Balances

As of January 31st, the balance of each account is as follows:

Overlook Operating Account	\$29,500.62
Overlook Savings Account	\$15,012.69
Total	\$44,513.31

Delinquencies

As of January 31st, we are at \$20,024.70 in Outstanding Homeowner Dues, Late Fees, Interest, Lien Filing Fees and CC&R Violations. This is made up of 13 homeowners. The attached report provides a more detailed reference for your review

Prepays

In January, there was \$1,321.96 in Prepays from 11 homeowners. The attached report provides a more detailed reference for your review.

Expenses

In January, Total Expenses were \$14,432.32, which is \$5,344.32 above the budget estimate of \$9,088.00. Year-To-Date Total Expenses are \$14,432.32, which is \$5,334.32 above the budget estimate of \$9,088.00. While most expenses are self-explanatory, the following should be brought to your attention:

Streets & Sidewalks Expenses

Streets & Sidewalks Expenses were \$6,658.65, which is \$3,958.65 above the budget estimate of \$2,700.00. This was due to snow removal services for the private streets and Common Area sidewalks.

Administrative Expenses

Administrative Expenses were \$2,827.50, which is \$1,669.50 above the budget estimate of \$1,158.00. This expense was for the Bolan road study. Year-To-Date Administrative Expenses are \$2,827.50, which is \$1,669.50 above the budget estimate of \$1,158.00.

CC&R Notices

In January, we sent out the following CC&R Violation and Thank You Letters:

CC&R Violation Notices	
1st Notice	0
2nd Notice	1
1st Fine	0
2nd Fine	0
3 or More Fines	0
Landscape Letter	0
Total	1

Management Issues

The Annual meeting of homeowners was held on January 16th. Several topics were discussed, including:

- Snow plow services this year and last year, especially on Menaul Court
- Jordan Lane private drive double charge for snow clearing expense

- Upper and Lower West Bolan road repairs
- The Reserve Study
- 2017 fiscal year in review and 2018 budget.

These and many other topics were discussed at the meeting. The 2018 budget was ratified, and a new Board was elected. The new Board has scheduled a meeting for February 13th, and we will have agenda documents out to the Board in the first week of February for review.

On Friday, January 12 at approximately 9:45 AM, we drove the HOA to observe the status of snow removal at the community after it had snowed 6 inches the previous night. We inspected road plowing status, mailbox clearing, and fire hydrant clearing. Menaul court snow piles had been pushed down to the bottom of the cul-de-sac instead of between the houses at 5120 and 5124 Menaul Ct. C&C had not yet shoveled out the mailbox at the common area on Lincoln. Upper and Lower West Bolan look clear, as we would expect from their contract. All other mailboxes were plowed out. Lincoln avenue had been plowed by the City, creating large berms in front of homeowner's driveway's approximately two and in some cases three feet tall. We did not see any evidence of rocks being disturbed on lower West Bolan, as had been previously reported. It is important that the fire hydrants be cleared out on a regular basis. If a fire breaks out, and the fire hydrants are not accessible, leading to additional damage to a home or homes, the HOA could be liable for damages.

Last month, we reported: "We have received several negative reports from homeowners about snow plow services this year. One homeowner at 615 W Bolan was concerned that too much de-ice was used on Lower West Bolan. I drove to the street immediately after receiving the report to observe conditions, and while I saw that the road had been treated, I did not see any pooling or other indications that the de-ice had been over-applied as reported. Additionally, we received feedback from the Menaul homeowners that snow was not being plowed to the correct place in the cul de sac. On a subsequent visit, we found this to be true, and the drain at the bottom of Menaul had to be uncovered to ensure water could drain from the street. We followed up with C&C to ensure they were aware of the requirement to pile snow between 5120 and 5124 Menaul." In January, Mike Durgan and Eric Lundin met with Chris Corigliano of C&C Yard Care to discuss several issues that had been brought up by homeowners. We found out that C&C uses several methods to decide how and when to plow, de-ice, and sand. These include checking weather reports from various sources, government and private forecasts, utilizing radar data, checking city cameras, and finally, onsite evaluations. Specifically with respect to their decisions to de-ice, they use all the preceding information, plus they de-ice based on two more criteria: First, they review forecasts, and de-ice when the thaw/freeze cycle will create a problem for homeowners going up and down the street in the morning. They check anticipated temperatures, and if the temperatures are not expected to get above freezing before 9:00 AM, they will do a pre-emptive de-ice. On two dates of concern to Menaul homeowners, January 16 and 22, the low temperatures in the morning were 30 degrees and 29 degrees, according to <https://weather.com/weather/monthly/l/USWA0422:1:US>. Second, they use a pre-emptive approach to de-icing. Once ice has formed on the road, it takes significantly more de-ice liquid to melt the ice, costing the HOA more money. This is why you see the trucks at night, and not during the day. Going forward, they are looking at adding a daily route to ensure the drive home is safe as well.

Overall, our impression of the meeting and the vendor was positive, we left feeling reassured that the HOA was in good hands.

Last month, we reported “Andrew Mills had volunteered for an open position on the Board. However, he had an outstanding balance of \$783.54, and the Board expressed concern with his application because he was not in good standing with the HOA because of his outstanding balance. After speaking with Mr. Mills, he expressed that he felt that his CC&R Fees, Late Fees, and Interest were inappropriately applied, and that the Board’s response to his request for reimbursement for landscaping expenses was inadequate. He offered to pay his dues, and the Board agreed to waive his fees and interest. Additionally, the Board asked him to furnish his landscaping invoice for review, which he did. The Board and management are working on a response to his submission, which should be ready to send before the annual meeting.” The HOA’s response is attached to this letter, which was collaboratively drafted by Jamie Eggink, President of the HOA, Joel Lee of Metro Engineering, and Eric Lundin of WEB Properties. The Board agreed to abate his late fees and fines, and he paid his outstanding balance in January.

As of January 31st, we have a total of 83% of homeowners at Overlook engaged in the online portal process. We are working on a mailing in early February that will include frequently asked questions, step by step instructions for signing up on the portal, an email to homeowners who have registered their emails but have not yet fully taken advantage of the portal, and a postcard to homeowners who we have not heard from yet. If homeowners reach out to you with concerns about the new portal, you can assure them that the system is very secure and if they have any questions they can contact WEB Properties to speak with Eric or Amy.

We were surprised to learn that the work to the concrete and asphalt approach to the Anton Private drive has not yet been fully completed. Sherry Schwartz is still working with Carrie Wurzburg on this project. We will continue to monitor its progress, and offer Ms. Schwartz any help they need.

We were contacted by Brad Stanley of 619 Lower West Bolan regarding the fence he built against ARC standards and without ARC approval. He provided an email he sent to Jamie Eggink on September 19th, 2017, but he sent it to the wrong email address. Jamie Eggink replied to the email letting him know that not hearing a response is not approval of a project. The minutes of the September 21st Board meeting state: “It was decided at the meeting that the Board would not require any fences that currently do not conform to ARC standards to be taken down and replaced. However, future construction will all have to comply with ARC standards, including replacement of non-compliant fencing.” The new Board has agreed to review the situation, and management has suspended enforcement of the CC&R’s pending the outcome of the meeting.

Richy and Randy Sharshan contacted us regarding the payment of snow plowing expenses in early 2017. They feel that they were not told about the bill back they would be responsible for, and would like the HOA to credit them the \$77.94 for 2017 snow plowing. This is something that the Board has decided to discuss at the February Board meeting.

Together with the enclosed reports, this should bring you up to date on the status of the Overlook Homeowners Association for the month of January 2017. If there is anything else we can do to be of assistance, please feel free to call or email us.

Sincerely,

WEB Properties, Inc.

A handwritten signature in cursive script, appearing to read "Eric J. Lundin".

Eric J. Lundin
HOA Manager

Enclosures

Cash Flow MTD Comparison

Properties: Anton Court, Bolan - Lower West, Bolan - Upper West, Bolan Avenue, Jordan Lane, Lincoln Way, Menaul Court, Overlook HOA, W Willapa, Willapa Court, Z - Vacant Lot

Date Range: 01/01/18 - 01/31/18 (cash basis)

	<u>Month to Date</u> <u>01/01/18 - 01/31/18</u>	<u>% Income</u>	<u>01/01/18 - 01/31/18</u>	<u>% Income</u>
OPERATING ACTIVITIES				
INCOME				
4100 INCOME				
4101 HOA DUES				
2201 Prepays	1,003.96	3.64 %	1,003.96	3.64 %
4101 Other HOA DUES	11,413.85	41.41 %	11,413.85	41.41 %
4101 Total HOA DUES	<u>12,417.81</u>	<u>45.06 %</u>	<u>12,417.81</u>	<u>45.06 %</u>
4102 JORDAN LANE FEES				
4104 JL - Snow Removal	818.38	2.97 %	818.38	2.97 %
4105 JL - Upgrade Lrgr Trash Can	40.32	0.15 %	40.32	0.15 %
4106 JL - Utility Fees	3,930.00	14.26 %	3,930.00	14.26 %
4116 JL - Private Dr Res Assessment	74.56	0.27 %	74.56	0.27 %
4121 JL - PUD Res Assessment	585.00	2.12 %	585.00	2.12 %
4102 Total JORDAN LANE FEES	<u>5,448.26</u>	<u>19.77 %</u>	<u>5,448.26</u>	<u>19.77 %</u>
4107 LOWER WEST BOLAN FEES				
4108 LWB - Snow Removal	925.19	3.36 %	925.19	3.36 %
4118 LWB - Private Dr Res Assessment	340.00	1.23 %	340.00	1.23 %
4107 Total LOWER WEST BOLAN FEES	<u>1,265.19</u>	<u>4.59 %</u>	<u>1,265.19</u>	<u>4.59 %</u>
4109 MENAUL COURT FEES				
4112 MC - Utility Fees	2,835.92	10.29 %	2,835.92	10.29 %
4115 MC - Snow Removal	602.45	2.19 %	602.45	2.19 %
4119 MC - Lift Station Res Assessments	300.00	1.09 %	300.00	1.09 %
4122 MC - PUD Res Assessment	292.50	1.06 %	292.50	1.06 %
4109 Total MENAUL COURT FEES	<u>4,030.87</u>	<u>14.63 %</u>	<u>4,030.87</u>	<u>14.63 %</u>
4113 UPPER WEST BOLAN FEES				
4114 UWB - Snow Removal	1,588.38	5.76 %	1,588.38	5.76 %
4120 UWB - Private Dr Res Assessment	382.50	1.39 %	382.50	1.39 %
4113 Total UPPER WEST BOLAN FEES	<u>1,970.88</u>	<u>7.15 %</u>	<u>1,970.88</u>	<u>7.15 %</u>
4123 ANTON COURT FEES				
4124 AC - Private Dr Res Assessment	212.50	0.77 %	212.50	0.77 %
4123 Total ANTON COURT FEES	<u>212.50</u>	<u>0.77 %</u>	<u>212.50</u>	<u>0.77 %</u>
4150 CA RESERVE ASSESSMENTS				
4151 Com Area Res Assessment	1,712.73	6.21 %	1,712.73	6.21 %
4150 Total CA RESERVE ASSESSMENTS	<u>1,712.73</u>	<u>6.21 %</u>	<u>1,712.73</u>	<u>6.21 %</u>
4100 Total INCOME	<u>27,058.24</u>	<u>98.18 %</u>	<u>27,058.24</u>	<u>98.18 %</u>
4200 OTHER PROPERTY INCOME				
4201 Late Fees & Interest	41.87	0.15 %	41.87	0.15 %
4208 CC&R Fines	461.00	1.67 %	461.00	1.67 %
4200 Total OTHER PROPERTY INCOME	<u>502.87</u>	<u>1.82 %</u>	<u>502.87</u>	<u>1.82 %</u>
TOTAL INCOME	27,561.11	99.99%	27,561.11	99.99%
EXPENSE				
5000 EXPENSES				
5001 MAINTENANCE EXPENSES				
5023 Maintenance Engineer	-365.25	-1.33 %	-365.25	-1.33 %
5024 Travel Reimbursement	-10.56	-0.04 %	-10.56	-0.04 %
5001 Total MAINTENANCE EXPENSES	<u>-375.81</u>	<u>-1.36 %</u>	<u>-375.81</u>	<u>-1.36 %</u>
5150 STREETS & SIDEWALKS				
5153 Snow Removal CA Sidewalks	-1,086.97	-3.94 %	-1,086.97	-3.94 %
5158 JL Snow Removal	-1,096.77	-3.98 %	-1,096.77	-3.98 %
5159 LWB Snow Removal	-860.90	-3.12 %	-860.90	-3.12 %
5160 UWB Snow Removal	-947.86	-3.44 %	-947.86	-3.44 %
5161 MC Snow Removal	-945.69	-3.43 %	-945.69	-3.43 %
5162 AC Snow Removal	-751.07	-2.73 %	-751.07	-2.73 %
5163 JL Private Dr Snow Removal	-969.39	-3.52 %	-969.39	-3.52 %
5150 Total STREETS & SIDEWALKS	<u>-6,658.65</u>	<u>-24.16 %</u>	<u>-6,658.65</u>	<u>-24.16 %</u>

5300 UTILITIES				
5304 Water	-137.40	-0.50 %	-137.40	-0.50 %
5309 Jordan Lane Utilities	-1,550.55	-5.63 %	-1,550.55	-5.63 %
5310 Menaul Ct Utilities	-1,176.31	-4.27 %	-1,176.31	-4.27 %
5300 Total UTILITIES	<u>-2,864.26</u>	<u>-10.39 %</u>	<u>-2,864.26</u>	<u>-10.39 %</u>
5400 TAX & LICENSES				
5404 Licenses	-10.00	-0.04 %	-10.00	-0.04 %
5400 Total TAX & LICENSES	<u>-10.00</u>	<u>-0.04 %</u>	<u>-10.00</u>	<u>-0.04 %</u>
5600 ADMINISTRATIVE				
5601 Property Management Fee	-750.00	-2.72 %	-750.00	-2.72 %
5603 Accounting Fees	-5.00	-0.02 %	-5.00	-0.02 %
5605 Meeting Expenses	-50.00	-0.18 %	-50.00	-0.18 %
5607 Qualchan HOA Monthly Fee	-157.50	-0.57 %	-157.50	-0.57 %
5610 Other Admin Exp	-1,865.00	-6.77 %	-1,865.00	-6.77 %
5600 Total ADMINISTRATIVE	<u>-2,827.50</u>	<u>-10.26 %</u>	<u>-2,827.50</u>	<u>-10.26 %</u>
5650 INSURANCE				
5652 Board of Directors Ins	-1,450.00	-5.26 %	-1,450.00	-5.26 %
5650 Total INSURANCE	<u>-1,450.00</u>	<u>-5.26 %</u>	<u>-1,450.00</u>	<u>-5.26 %</u>
5700 OFFICE				
5702 Mail/Postage	-4.60	-0.02 %	-4.60	-0.02 %
5703 Copies/Reproductions	-241.50	-0.88 %	-241.50	-0.88 %
5700 Total OFFICE	<u>-246.10</u>	<u>-0.89 %</u>	<u>-246.10</u>	<u>-0.89 %</u>
5000 Total EXPENSES	<u>-14,432.32</u>	<u>-52.36 %</u>	<u>-14,432.32</u>	<u>-52.36 %</u>
TOTAL EXPENSE	-14,432.32	-52.39%	-14,432.32	-52.39%
Net Income	<u>13,128.79</u>	<u>47.64 %</u>	<u>13,128.79</u>	<u>47.64 %</u>
Net cash provided by Operating Activities	13,128.79		13,128.79	
Net cash increase for period	<u>13,128.79</u>		<u>13,128.79</u>	
Cash at beginning of period	16,371.83		16,371.83	
Cash at end of period	<u>29,500.62</u>		<u>29,500.62</u>	

Cash Flow MTD Comparison

Property: Overlook Savings

Date Range: 01/01/18 - 01/31/18 (cash basis)

	Month to Date 01/01/18 - 01/31/18		01/01/18 - 01/31/18	
		% Income		% Income
OPERATING ACTIVITIES				
INCOME				
4200 OTHER PROPERTY INCOME				
4209 Interest Income	1.02	100.00 %	1.02	100.00 %
4200 Total OTHER PROPERTY INCOME	1.02	100.00 %	1.02	100.00 %
TOTAL INCOME	1.02	100.00%	1.02	100.00%
Net Income	1.02	100.00 %	1.02	100.00 %
Net cash provided by Operating Activities	1.02		1.02	
Net cash increase for period	1.02		1.02	
Cash at beginning of period	15,011.67		15,011.67	
Cash at end of period	15,012.69		15,012.69	

Budget Comparison

Properties: Anton Court,Bolan - Lower West,Bolan - Upper West,Bolan Avenue,Jordan Lane,Lincoln Way,Menaul Court,Overlook HOA,W Willapa,Willapa Court,Z - Vacant Lot

Comparison Periods: 01/01/18 - 01/31/18 and 01/01/18 - 01/31/18 (cash basis)

	Actual 01/01/18 - 01/31/18	Budget 01/18 - 01/18	\$ Change	% Change	Actual YTD 01/01/18 - 01/31/18	Budget YTD 01/18 - 01/18	\$ Change	% Change
INCOME								
4100 INCOME								
4101 HOA DUES								
2201 Prepays	1,003.96	0.00	1,003.96		1,003.96	0.00	1,003.96	
4101 Other HOA DUES	11,413.85	10,960.00	453.85	4.1 %	11,413.85	10,960.00	453.85	4.1 %
4101 Total HOA DUES	12,417.81	10,960.00	1,457.81	13.3 %	12,417.81	10,960.00	1,457.81	13.3 %
4102 JORDAN LANE FEES								
4104 JL - Snow Removal	818.38	350.00	468.38	133.8 %	818.38	350.00	468.38	133.8 %
4105 JL - Upgrade Lrgr Trash Can	40.32	40.00	0.32	0.8 %	40.32	40.00	0.32	0.8 %
4106 JL - Utility Fees	3,930.00	1,900.00	2,030.00	106.8 %	3,930.00	1,900.00	2,030.00	106.8 %
4116 JL - Private Dr Res Assessment	74.56	327.00	-252.44	-77.2 %	74.56	327.00	-252.44	-77.2 %
4121 JL - PUD Res Assessment	585.00	853.00	-268.00	-31.4 %	585.00	853.00	-268.00	-31.4 %
4102 Total JORDAN LANE FEES	5,448.26	3,470.00	1,978.26	57.0 %	5,448.26	3,470.00	1,978.26	57.0 %
4107 LOWER WEST BOLAN FEES								
4108 LWB - Snow Removal	925.19	350.00	575.19	164.3 %	925.19	350.00	575.19	164.3 %
4118 LWB - Private Dr Res Assessme	340.00	298.00	42.00	14.1 %	340.00	298.00	42.00	14.1 %
4107 Total LOWER WEST BOLAN FE	1,265.19	648.00	617.19	95.2 %	1,265.19	648.00	617.19	95.2 %
4109 MENAUL COURT FEES								
4111 MC - Sewer Pump Maint./Rprs.	0.00	375.00	-375.00	-100.0 %	0.00	375.00	-375.00	-100.0 %
4112 MC - Utility Fees	2,835.92	1,500.00	1,335.92	89.1 %	2,835.92	1,500.00	1,335.92	89.1 %
4115 MC - Snow Removal	602.45	350.00	252.45	72.1 %	602.45	350.00	252.45	72.1 %
4119 MC - Lift Station Res Assessmen	300.00	385.00	-85.00	-22.1 %	300.00	385.00	-85.00	-22.1 %
4122 MC - PUD Res Assessment	292.50	375.00	-82.50	-22.0 %	292.50	375.00	-82.50	-22.0 %
4109 Total MENAUL COURT FEES	4,030.87	2,985.00	1,045.87	35.0 %	4,030.87	2,985.00	1,045.87	35.0 %
4113 UPPER WEST BOLAN FEES								
4114 UWB - Snow Removal	1,588.38	350.00	1,238.38	353.8 %	1,588.38	350.00	1,238.38	353.8 %
4120 UWB - Private Dr Res Assessme	382.50	327.00	55.50	17.0 %	382.50	327.00	55.50	17.0 %
4113 Total UPPER WEST BOLAN FE	1,970.88	677.00	1,293.88	191.1 %	1,970.88	677.00	1,293.88	191.1 %
4123 ANTON COURT FEES								
4124 AC - Private Dr Res Assessment	212.50	179.00	33.50	18.7 %	212.50	179.00	33.50	18.7 %
4123 Total ANTON COURT FEES	212.50	179.00	33.50	18.7 %	212.50	179.00	33.50	18.7 %
4150 CA RESERVE ASSESSMENTS								
4151 Com Area Res Assessment	1,712.73	1,824.00	-111.27	-6.1 %	1,712.73	1,824.00	-111.27	-6.1 %
4150 Total CA RESERVE ASSESSME	1,712.73	1,824.00	-111.27	-6.1 %	1,712.73	1,824.00	-111.27	-6.1 %

	Actual 01/01/18 - 01/31/18	Budget 01/18 - 01/18	\$ Change	% Change	Actual YTD 01/01/18 - 01/31/18	Budget YTD 01/18 - 01/18	\$ Change	% Change
4100 Total INCOME	27,058.24	20,743.00	6,315.24	30.4 %	27,058.24	20,743.00	6,315.24	30.4 %
4200 OTHER PROPERTY INCOME								
4201 Late Fees & Interest	41.87	0.00	41.87		41.87	0.00	41.87	
4208 CC&R Fines	461.00	0.00	461.00		461.00	0.00	461.00	
4200 Total OTHER PROPERTY INCOME	502.87	0.00	502.87		502.87	0.00	502.87	
TOTAL INCOME	27,561.11	20,743.00	6,818.11	32.9 %	27,561.11	20,743.00	6,818.11	32.9 %
EXPENSE								
5000 EXPENSES								
5001 MAINTENANCE EXPENSES								
5023 Maintenance Engineer	365.25	150.00	215.25	143.5 %	365.25	150.00	215.25	143.5 %
5024 Travel Reimbursement	10.56	20.00	-9.44	-47.2 %	10.56	20.00	-9.44	-47.2 %
5001 Total MAINTENANCE EXPENSE	375.81	170.00	205.81	121.1 %	375.81	170.00	205.81	121.1 %
5150 STREETS & SIDEWALKS								
5153 Snow Removal CA Sidewalks	1,086.97	1,300.00	-213.03	-16.4 %	1,086.97	1,300.00	-213.03	-16.4 %
5158 JL Snow Removal	1,096.77	350.00	746.77	213.4 %	1,096.77	350.00	746.77	213.4 %
5159 LWB Snow Removal	860.90	350.00	510.90	146.0 %	860.90	350.00	510.90	146.0 %
5160 UWB Snow Removal	947.86	350.00	597.86	170.8 %	947.86	350.00	597.86	170.8 %
5161 MC Snow Removal	945.69	350.00	595.69	170.2 %	945.69	350.00	595.69	170.2 %
5162 AC Snow Removal	751.07	0.00	751.07		751.07	0.00	751.07	
5163 JL Private Dr Snow Removal	969.39	0.00	969.39		969.39	0.00	969.39	
5150 Total STREETS & SIDEWALKS	6,658.65	2,700.00	3,958.65	146.6 %	6,658.65	2,700.00	3,958.65	146.6 %
5300 UTILITIES								
5304 Water	137.40	0.00	137.40		137.40	0.00	137.40	
5309 Jordan Lane Utilities	1,550.55	1,900.00	-349.45	-18.4 %	1,550.55	1,900.00	-349.45	-18.4 %
5310 Menaul Ct Utilities	1,176.31	1,500.00	-323.69	-21.6 %	1,176.31	1,500.00	-323.69	-21.6 %
5300 Total UTILITIES	2,864.26	3,400.00	-535.74	-15.8 %	2,864.26	3,400.00	-535.74	-15.8 %
5400 TAX & LICENSES								
5404 Licenses	10.00	0.00	10.00		10.00	0.00	10.00	
5400 Total TAX & LICENSES	10.00	0.00	10.00		10.00	0.00	10.00	
5600 ADMINISTRATIVE								
5601 Property Management Fee	750.00	750.00	0.00	0.0 %	750.00	750.00	0.00	0.0 %
5603 Accounting Fees	5.00	0.00	5.00		5.00	0.00	5.00	
5605 Meeting Expenses	50.00	0.00	50.00		50.00	0.00	50.00	
5607 Qualchan HOA Monthly Fee	157.50	158.00	-0.50	-0.3 %	157.50	158.00	-0.50	-0.3 %
5610 Other Admin Exp	1,865.00	250.00	1,615.00	646.0 %	1,865.00	250.00	1,615.00	646.0 %
5600 Total ADMINISTRATIVE	2,827.50	1,158.00	1,669.50	144.2 %	2,827.50	1,158.00	1,669.50	144.2 %
5650 INSURANCE								
5652 Board of Directors Ins	1,450.00	1,500.00	-50.00	-3.3 %	1,450.00	1,500.00	-50.00	-3.3 %
5650 Total INSURANCE	1,450.00	1,500.00	-50.00	-3.3 %	1,450.00	1,500.00	-50.00	-3.3 %

	Actual 01/01/18 - 01/31/18	Budget 01/18 - 01/18	\$ Change	% Change	Actual YTD 01/01/18 - 01/31/18	Budget YTD 01/18 - 01/18	\$ Change	% Change
5700 OFFICE								
5702 Mail/Postage	4.60	80.00	-75.40	-94.2 %	4.60	80.00	-75.40	-94.2 %
5703 Copies/Reproductions	241.50	80.00	161.50	201.9 %	241.50	80.00	161.50	201.9 %
5700 Total OFFICE	246.10	160.00	86.10	53.8 %	246.10	160.00	86.10	53.8 %
5000 Total EXPENSES	14,432.32	9,088.00	5,344.32	58.8 %	14,432.32	9,088.00	5,344.32	58.8 %
TOTAL EXPENSE	14,432.32	9,088.00	5,344.32	58.8 %	14,432.32	9,088.00	5,344.32	58.8 %
NOI	13,128.79	11,655.00	1,473.79	12.6 %	13,128.79	11,655.00	1,473.79	12.6 %
NON OPERATING EXPENSE								
6000 NON-OPERATING EXPENSES								
6002 Funds Transf. to Res. from Oper.	0.00	4,568.00	-4,568.00	-100.0 %	0.00	4,568.00	-4,568.00	-100.0 %
6000 Total NON-OPERATING EXPENSE	0.00	4,568.00	-4,568.00	-100.0 %	0.00	4,568.00	-4,568.00	-100.0 %
TOTAL NON OPERATING EXPENSE	0.00	4,568.00	-4,568.00	-100.0 %	0.00	4,568.00	-4,568.00	-100.0 %
NET INCOME	13,128.79	7,087.00	6,041.79	85.3 %	13,128.79	7,087.00	6,041.79	85.3 %
NET INCOME SUMMARY								
Income	27,561.11	20,743.00	6,818.11	32.9 %	27,561.11	20,743.00	6,818.11	32.9 %
Expense	-14,432.32	-9,088.00	-5,344.32	58.8 %	-14,432.32	-9,088.00	-5,344.32	58.8 %
Other Income & Expense	0.00	0.00	0.00		0.00	0.00	0.00	
Non Operating Expense	0.00	-4,568.00	4,568.00	100.0 %	0.00	-4,568.00	4,568.00	100.0 %
NET INCOME	13,128.79	7,087.00	6,041.79	85.3 %	13,128.79	7,087.00	6,041.79	85.3 %