



Monthly Report

To: Overlook Board of Directors
From: WEB Properties, Inc.
Date: March 31, 2019
Re: Overlook HOA Operating Statements, March 2019

To All,

Enclosed you will find the March 2019 monthly statement and financial reports for the Overlook Home Owners Association.

Income

In March, we collected \$7,543.42 in Total Income, which is \$2,653.42 above the budget estimate of \$4,890.00. Year-To-Date we have collected \$34,549.66 in Total Income, which is \$1,348.66 above the budget estimate of \$33,201.00.

Account Balances

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

Overlook Operating Account	\$60,381.15
Overlook Reserve Account	\$26,546.37
Overlook Savings Account	\$15,041.79
Total	\$101,969.31

Delinquencies

As of March 31st, we are at \$20,216.73 in Outstanding Homeowner Dues, Late Fees, Interest, Lien Filing Fees and CC&R Violations. This is made up of 74 homeowners. The attached report provides a more detailed reference for your review. This is due to the new monthly billing being pulled with the delinquent. We are working on a new way of pulling the report to exclude this.

We filed liens on both of Michael and Lucinda Brown's properties.

Prepays

In March, there was \$8,522.98 in Prepays from 28 homeowners. The attached report provides a more detailed reference for your review.

Expenses

In March, Total Expenses were \$6,046.14, which is \$2,837.86 below the budget estimate of \$8,902.00. Year-To-Date Total Expenses are \$18,222.95 which is \$13,796.05 below the budget estimate of \$32,019.00.

CC&R Notices

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

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

Management Issues

The contract with Dundee landscaping to take care of the upper West Bolan Drainage ditch work was signed and sent to them. We have requested an update from them for a time frame so that we can notify the Homeowners.

At the Board meeting this month the Board decided to have a block meeting with the owners on both Upper and Lower Bolan. First they are going to get bids from

companies in regards to repaving the streets, patching the streets and what it would be to turn the street into a gravel drive. Once they have these bids and can let owners know their financial responsibilities and the drainage problem is taken care of so the homeowners can see the HOA is serious about taking care of them we will set up the meeting.

A homeowner on Menaul street requested the Board again waive his late fees. The Board declined and the homeowner was notified. He has asked to meet with me to discuss his bill and find out why he isn't paid up like he thought he should be.

The monthly billing was sent out and homeowners have started making payments. Most home owners had a credit from Menaul because of the utilities reconciliation. So for the first month very few homeowners had dues to pay.

I was asked to contact Nick Berg regarding Josh Taylor and if we could require him to pay reserve assessments for the streets his lots are on. We received his thoughts back on the 29th and I forwarded them onto the Board to look at.

703 W. Bolan contacted WEB about a needed ARC approval. I forwarded the information onto the Board. I haven't heard anything from either party.

5215 S. Jordan Lane reached out about starting their home building project and getting hooked up to the PUD. They were forwarded Josh Taylors information for ARC and hook up.

5210 S. S Jordan Lane wanted to let the Board know that they really felt that the snow removal on their road was done very poorly this season as it never got down to pavement after the second snow event.

Constance Newman wanted to let the Board and WEB know that she really feels the new monthly billing is for the best and thank them for making the change.

The Board approved an easement document to be used when someone has unknowingly bought a property that has encroached on HOA land. It will be kept to be used on a requested case by case basis.

The fact that we have to do the audit vote or an audit this year again was discussed. We will work on getting everything together to have a quorum at the next Board meeting so that there can be a vote to waive the audit again in 2019 for 2018.

The Taxes are done for 2018 and a copy sent to the Board of Directors.

Together with the enclosed reports, this should bring you up to date on the status of the Overlook Homeowners Association for the month of March 2019. 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 blue ink that reads "Bridgett McCain". The signature is written in a cursive style with a horizontal line through the middle of the name.

Bridgett McCain
HOA Manager

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

01/01/19 - 03/31/19 (cash basis)

	Month to Date			
	03/01/19 - 03/31/19	% Income	01/01/19 - 03/31/19	% Income
OPERATING ACTIVITIES				
INCOME				
4100 INCOME				
4101 HOA DUES				
2201 Prepays	599.32	7.94 %	1,798.72	5.21 %
4101 Other HOA DUES	4,601.88	61.01 %	16,838.62	48.74 %
4101 Total HOA DUES	5,201.20	68.95 %	18,637.34	53.94 %
4102 JORDAN LANE FEES				
4106 JL - Utility Fees	-134.07	-1.78 %	3,827.79	11.08 %
4116 JL - Private Dr Res Assessment	0.00	0.00 %	127.50	0.37 %
4121 JL - PUD Res Assessment	48.75	0.65 %	682.50	1.98 %
4102 Total JORDAN LANE FEES	-85.32	-1.13 %	4,637.79	13.42 %
4107 LOWER WEST BOLAN FEES				
4108 LWB - Snow Removal	180.00	2.39 %	416.01	1.20 %
4118 LWB - Private Dr Res Assessment	255.00	3.38 %	729.00	2.11 %
4107 Total LOWER WEST BOLAN FEES	435.00	5.77 %	1,145.01	3.31 %
4109 MENAUL COURT FEES				
4112 MC - Utility Fees	-141.86	-1.88 %	3,798.09	10.99 %
4115 MC - Snow Removal	0.00	0.00 %	45.77	0.13 %
4119 MC - Lift Station Res Assessments	159.03	2.11 %	629.03	1.82 %
4122 MC - PUD Res Assessment	184.61	2.45 %	633.75	1.83 %
4109 Total MENAUL COURT FEES	201.78	2.67 %	5,106.64	14.78 %
4113 UPPER WEST BOLAN FEES				
4114 UWB - Snow Removal	135.00	1.79 %	135.00	0.39 %
4120 UWB - Private Dr Res Assessment	85.00	1.13 %	425.00	1.23 %
4113 Total UPPER WEST BOLAN FEES	220.00	2.92 %	560.00	1.62 %
4123 ANTON COURT FEES				
4124 AC - Private Dr Res Assessment	42.50	0.56 %	170.00	0.49 %
4123 Total ANTON COURT FEES	42.50	0.56 %	170.00	0.49 %
4150 CA RESERVE ASSESSMENTS				
4151 Com Area Res Assessment	713.32	9.46 %	2,706.31	7.83 %
4150 Total CA RESERVE ASSESSMENTS	713.32	9.46 %	2,706.31	7.83 %
4100 Total INCOME	6,728.48	89.20 %	32,963.09	95.41 %
4200 OTHER PROPERTY INCOME				
4201 Late Fees & Interest	814.94	10.80 %	1,586.57	4.59 %
4200 Total OTHER PROPERTY INCOME	814.94	10.80 %	1,586.57	4.59 %
TOTAL INCOME	7,543.42	100.01%	34,549.66	99.99%
EXPENSE				
5000 EXPENSES				
5001 MAINTENANCE EXPENSES				
5022 Maintenance Miscellaneous	0.00	0.00 %	-70.94	-0.21 %
5023 Maintenance Engineer	-63.33	-0.84 %	-167.84	-0.49 %
5024 Travel Reimbursement	0.00	0.00 %	-12.92	-0.04 %
5001 Total MAINTENANCE EXPENSES	-63.33	-0.84 %	-251.70	-0.73 %
5150 STREETS & SIDEWALKS				
5158 JL Snow Removal	-565.76	-7.50 %	-2,632.96	-7.62 %
5150 Total STREETS & SIDEWALKS	-565.76	-7.50 %	-2,632.96	-7.62 %
5300 UTILITIES				
5301 Common Area Electric	-60.05	-0.80 %	-200.40	-0.58 %
5304 Water	-70.96	-0.94 %	-140.68	-0.41 %
5309 Jordan Lane Utilities	-1,740.36	-23.07 %	-5,164.17	-14.95 %
5310 Menaul Ct Utilities	-1,153.88	-15.30 %	-3,439.05	-9.95 %
5300 Total UTILITIES	-3,025.25	-40.10 %	-8,944.30	-25.89 %
5400 TAX & LICENSES				
5405 Lien Filing Fee	-202.00	-2.68 %	-202.00	-0.58 %

5400 Total TAX & LICENSES	-202.00	-2.68 %	-202.00	-0.58 %
5600 ADMINISTRATIVE				
5601 Property Management Fee	-1,000.00	-13.26 %	-3,250.00	-9.41 %
5602 Legal Fees	-500.00	-6.63 %	-1,375.00	-3.98 %
5603 Accounting Fees	-405.00	-5.37 %	-463.00	-1.34 %
5605 Meeting Expenses	0.00	0.00 %	-100.00	-0.29 %
5607 Qualchan HOA Monthly Fee	0.00	0.00 %	-157.50	-0.46 %
5610 Other Admin Exp	-700.00	-9.28 %	-1,137.23	-3.29 %
5600 Total ADMINISTRATIVE	-2,605.00	-34.53 %	-6,482.73	-18.76 %
5650 INSURANCE				
5651 Liability & Multi-Peril	397.20	5.27 %	397.20	1.15 %
5650 Total INSURANCE	397.20	5.27 %	397.20	1.15 %
5700 OFFICE				
5702 Mail/Postage	0.00	0.00 %	-29.36	-0.08 %
5703 Copies/Reproductions	0.00	0.00 %	-77.10	-0.22 %
5700 Total OFFICE	0.00	0.00 %	-106.46	-0.31 %
5000 Total EXPENSES	-6,064.14	-80.39 %	-18,222.95	-52.74 %
TOTAL EXPENSE	-6,064.14	-80.40%	-18,222.95	-52.75%
NON OPERATING EXPENSE				
6000 NON-OPERATING EXPENSES				
6002 Funds Transf. to Res. from Oper.	-1,488.21	-19.73 %	-5,283.95	-15.29 %
6000 Total NON-OPERATING EXPENSES	-1,488.21	-19.73 %	-5,283.95	-15.29 %
TOTAL NON OPERATING EXPENSE	-1,488.21	-19.73%	-5,283.95	-15.29%
Net Income	-8.93	-0.12 %	11,042.76	31.96 %
Net cash provided by Operating Activities	-8.93		11,042.76	
Net cash increase for period	-8.93		11,042.76	
Cash at beginning of period	60,390.08		49,338.39	
Cash at end of period	60,381.15		60,381.15	

Cash Flow MTD Comparison

Property: Overlook Reserve
01/01/19 - 03/31/19 (cash basis)

	Month to Date		01/01/19 - 03/31/19	
	03/01/19 - 03/31/19	% Income	01/01/19 - 03/31/19	% Income
OPERATING ACTIVITIES				
INCOME				
4200 OTHER PROPERTY INCOME				
4209 Interest Income	10.40	100.00 %	23.61	100.00 %
4200 Total OTHER PROPERTY INCOME	10.40	100.00 %	23.61	100.00 %
TOTAL INCOME	10.40	100.00%	23.61	100.00%
NON OPERATING INCOME				
7000 NON-OPERATING INCOME				
7004 Funds Transf. from Oper. to Res.	1,488.21	4309.71 %	1,488.21	6303.30 %
7000 Total NON-OPERATING INCOME	1,488.21	4309.71 %	1,488.21	6303.30 %
TOTAL NON OPERATING INCOME	1,488.21	14309.71%	1,488.21	6303.30%
NON OPERATING EXPENSE				
6000 NON-OPERATING EXPENSES				
6002 Funds Transf. to Res. from Oper.	0.00	0.00 %	3,795.74	6076.83 %
6000 Total NON-OPERATING EXPENSES	0.00	0.00 %	3,795.74	6076.83 %
TOTAL NON OPERATING EXPENSE	0.00	0.00%	3,795.74	16076.83%
Net Income	1,498.61	4409.71 %	5,307.56	2480.14 %
Net cash provided by Operating Activities	1,498.61		5,307.56	
Net cash increase for period	1,498.61		5,307.56	
Cash at beginning of period	25,047.76		21,238.81	
Cash at end of period	26,546.37		26,546.37	

Cash Flow MTD Comparison

Property: Overlook Savings
01/01/19 - 03/31/19 (cash basis)

	Month to Date		01/01/19 - 03/31/19	
	03/01/19 - 03/31/19	% Income	01/01/19 - 03/31/19	% Income
OPERATING ACTIVITIES				
INCOME				
4200 OTHER PROPERTY INCOME				
4209 Interest Income	6.34	100.00 %	16.10	100.00 %
4200 Total OTHER PROPERTY INCOME	6.34	100.00 %	16.10	100.00 %
TOTAL INCOME	6.34	100.00%	16.10	100.00%
Net Income	6.34	100.00 %	16.10	100.00 %
Net cash provided by Operating Activities	6.34		16.10	
Net cash increase for period	6.34		16.10	
Cash at beginning of period	15,035.45		15,025.69	
Cash at end of period	15,041.79		15,041.79	

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: 03/01/19 - 03/31/19 and 01/01/19 - 03/31/19 (cash basis)

	Actual 03/01/19 - 03/31/19	Budget 03/19 - 03/19	\$ Change	% Change	Actual YTD 01/01/19 - 03/31/19	Budget YTD 01/19 - 03/19	\$ Change	% Change
INCOME								
4100 INCOME								
4101 HOA DUES								
2201 Prepays	599.32	0.00	599.32		1,798.72	0.00	1,798.72	
4101 Other HOA DUES	4,601.88	2,500.00	2,101.88	84.1 %	16,838.62	16,600.00	238.62	1.4 %
4101 Total HOA DUES	5,201.20	2,500.00	2,701.20	108.0 %	18,637.34	16,600.00	2,037.34	12.3 %
4102 JORDAN LANE FEES								
4106 JL - Utility Fees	-134.07	940.00	-1,074.07	-114.3 %	3,827.79	5,940.00	-2,112.21	-35.6 %
4116 JL - Private Dr Res Assessment	0.00	0.00	0.00		127.50	170.00	-42.50	-25.0 %
4121 JL - PUD Res Assessment	48.75	0.00	48.75		682.50	682.50	0.00	0.0 %
4102 Total JORDAN LANE FEES	-85.32	940.00	-1,025.32	-109.1 %	4,637.79	6,792.50	-2,154.71	-31.7 %
4107 LOWER WEST BOLAN FEES								
4108 LWB - Snow Removal	180.00	0.00	180.00		416.01	0.00	416.01	
4118 LWB - Private Dr Res Assessment	255.00	0.00	255.00		729.00	467.50	261.50	55.9 %
4107 Total LOWER WEST BOLAN FEES	435.00	0.00	435.00		1,145.01	467.50	677.51	144.9 %
4109 MENAUL COURT FEES								
4112 MC - Utility Fees	-141.86	950.00	-1,091.86	-114.9 %	3,798.09	4,950.00	-1,151.91	-23.3 %
4115 MC - Snow Removal	0.00	0.00	0.00		45.77	0.00	45.77	
4119 MC - Lift Station Res Assessment	159.03	0.00	159.03		629.03	550.00	79.03	14.4 %
4122 MC - PUD Res Assessment	184.61	0.00	184.61		633.75	536.00	97.75	18.2 %
4109 Total MENAUL COURT FEES	201.78	950.00	-748.22	-78.8 %	5,106.64	6,036.00	-929.36	-15.4 %
4113 UPPER WEST BOLAN FEES								
4114 UWB - Snow Removal	135.00	0.00	135.00		135.00	0.00	135.00	
4120 UWB - Private Dr Res Assessment	85.00	0.00	85.00		425.00	425.00	0.00	0.0 %
4113 Total UPPER WEST BOLAN FEES	220.00	0.00	220.00		560.00	425.00	135.00	31.8 %
4123 ANTON COURT FEES								
4124 AC - Private Dr Res Assessment	42.50	0.00	42.50		170.00	255.00	-85.00	-33.3 %
4123 Total ANTON COURT FEES	42.50	0.00	42.50		170.00	255.00	-85.00	-33.3 %
4150 CA RESERVE ASSESSMENTS								
4151 Com Area Res Assessment	713.32	500.00	213.32	42.7 %	2,706.31	2,625.00	81.31	3.1 %
4150 Total CA RESERVE ASSESSMENTS	713.32	500.00	213.32	42.7 %	2,706.31	2,625.00	81.31	3.1 %
4100 Total INCOME	6,728.48	4,890.00	1,838.48	37.6 %	32,963.09	33,201.00	-237.91	-0.7 %
4200 OTHER PROPERTY INCOME								
4201 Late Fees & Interest	814.94	0.00	814.94		1,586.57	0.00	1,586.57	

	Actual 03/01/19 - 03/31/19	Budget 03/19 - 03/19	\$ Change	% Change	Actual YTD 01/01/19 - 03/31/19	Budget YTD 01/19 - 03/19	\$ Change	% Change
4200 Total OTHER PROPERTY INCOMI	814.94	0.00	814.94		1,586.57	0.00	1,586.57	
TOTAL INCOME	7,543.42	4,890.00	2,653.42	54.3 %	34,549.66	33,201.00	1,348.66	4.1 %
EXPENSE								
5000 EXPENSES								
5001 MAINTENANCE EXPENSES								
5022 Maintenance Miscellaneous	0.00	0.00	0.00		70.94	0.00	70.94	
5023 Maintenance Engineer	63.33	150.00	-86.67	-57.8 %	167.84	450.00	-282.16	-62.7 %
5024 Travel Reimbursement	0.00	0.00	0.00		12.92	0.00	12.92	
5001 Total MAINTENANCE EXPENS	63.33	150.00	-86.67	-57.8 %	251.70	450.00	-198.30	-44.1 %
5150 STREETS & SIDEWALKS								
5153 Snow Removal CA Sidewalks	0.00	345.00	-345.00	-100.0 %	0.00	1,845.00	-1,845.00	-100.0 %
5158 JL Snow Removal	565.76	500.00	65.76	13.2 %	2,632.96	2,500.00	132.96	5.3 %
5159 LWB Snow Removal	0.00	551.00	-551.00	-100.0 %	0.00	2,151.00	-2,151.00	-100.0 %
5160 UWB Snow Removal	0.00	645.00	-645.00	-100.0 %	0.00	2,245.00	-2,245.00	-100.0 %
5161 MC Snow Removal	0.00	466.00	-466.00	-100.0 %	0.00	1,966.00	-1,966.00	-100.0 %
5162 AC Snow Removal	0.00	500.00	-500.00	-100.0 %	0.00	1,852.00	-1,852.00	-100.0 %
5163 JL Private Dr Snow Removal	0.00	600.00	-600.00	-100.0 %	0.00	2,375.00	-2,375.00	-100.0 %
5150 Total STREETS & SIDEWALKS	565.76	3,607.00	-3,041.24	-84.3 %	2,632.96	14,934.00	-12,301.04	-82.4 %
5300 UTILITIES								
5301 Common Area Electric	60.05	0.00	60.05		200.40	0.00	200.40	
5304 Water	70.96	150.00	-79.04	-52.7 %	140.68	450.00	-309.32	-68.7 %
5305 Sewer	0.00	0.00	0.00		0.00	400.00	-400.00	-100.0 %
5309 Jordan Lane Utilities	1,740.36	2,000.00	-259.64	-13.0 %	5,164.17	6,000.00	-835.83	-13.9 %
5310 Menaul Ct Utilities	1,153.88	1,417.00	-263.12	-18.6 %	3,439.05	4,251.00	-811.95	-19.1 %
5300 Total UTILITIES	3,025.25	3,567.00	-541.75	-15.2 %	8,944.30	11,101.00	-2,156.70	-19.4 %
5400 TAX & LICENSES								
5405 Lien Filling Fee	202.00	0.00	202.00		202.00	0.00	202.00	
5400 Total TAX & LICENSES	202.00	0.00	202.00		202.00	0.00	202.00	
5600 ADMINISTRATIVE								
5601 Property Management Fee	1,000.00	1,000.00	0.00	0.0 %	3,250.00	3,000.00	250.00	8.3 %
5602 Legal Fees	500.00	0.00	500.00		1,375.00	0.00	1,375.00	
5603 Accounting Fees	405.00	420.00	-15.00	-3.6 %	463.00	460.00	3.00	0.7 %
5605 Meeting Expenses	0.00	0.00	0.00		100.00	0.00	100.00	
5607 Qualchan HOA Monthly Fee	0.00	158.00	-158.00	-100.0 %	157.50	474.00	-316.50	-66.8 %
5610 Other Admin Exp	700.00	0.00	700.00		1,137.23	0.00	1,137.23	
5600 Total ADMINISTRATIVE	2,605.00	1,578.00	1,027.00	65.1 %	6,482.73	3,934.00	2,548.73	64.8 %
5650 INSURANCE								
5651 Liability & Multi-Peril	-397.20	0.00	-397.20		-397.20	0.00	-397.20	
5652 Board of Directors Ins	0.00	0.00	0.00		0.00	1,600.00	-1,600.00	-100.0 %
5650 Total INSURANCE	-397.20	0.00	-397.20		-397.20	1,600.00	-1,997.20	-124.8 %

	Actual 03/01/19 - 03/31/19	Budget 03/19 - 03/19	\$ Change	% Change	Actual YTD 01/01/19 - 03/31/19	Budget YTD 01/19 - 03/19	\$ Change	% Change
5700 OFFICE								
5702 Mail/Postage	0.00	0.00	0.00		29.36	0.00	29.36	
5703 Copies/Reproductions	0.00	0.00	0.00		77.10	0.00	77.10	
5700 Total OFFICE	0.00	0.00	0.00		106.46	0.00	106.46	
5000 Total EXPENSES	6,064.14	8,902.00	-2,837.86	-31.9 %	18,222.95	32,019.00	-13,796.05	-43.1 %
TOTAL EXPENSE	6,064.14	8,902.00	-2,837.86	-31.9 %	18,222.95	32,019.00	-13,796.05	-43.1 %
NOI	1,479.28	-4,012.00	5,491.28	136.9 %	16,326.71	1,182.00	15,144.71	1,281.3 %
NON OPERATING EXPENSE								
6000 NON-OPERATING EXPENSES								
6002 Funds Transf. to Res. from Oper.	1,488.21	500.00	988.21	197.6 %	5,283.95	5,456.00	-172.05	-3.2 %
6000 Total NON-OPERATING EXPENSE	1,488.21	500.00	988.21	197.6 %	5,283.95	5,456.00	-172.05	-3.2 %
TOTAL NON OPERATING EXPENSE	1,488.21	500.00	988.21	197.6 %	5,283.95	5,456.00	-172.05	-3.2 %
NET INCOME	-8.93	-4,512.00	4,503.07	99.8 %	11,042.76	-4,274.00	15,316.76	358.4 %
NET INCOME SUMMARY								
Income	7,543.42	4,890.00	2,653.42	54.3 %	34,549.66	33,201.00	1,348.66	4.1 %
Expense	-6,064.14	-8,902.00	2,837.86	31.9 %	-18,222.95	-32,019.00	13,796.05	43.1 %
Other Income & Expense	0.00	0.00	0.00		0.00	0.00	0.00	
Non Operating Expense	-1,488.21	-500.00	-988.21	-197.6 %	-5,283.95	-5,456.00	172.05	3.2 %
NET INCOME	-8.93	-4,512.00	4,503.07	99.8 %	11,042.76	-4,274.00	15,316.76	358.4 %