



# Monthly Report

**To:** Overlook Board of Directors  
**From:** WEB Properties, Inc.  
**Date:** April 30, 2022  
**Re:** Overlook HOA Operating Statements, April 2022

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To All,

Enclosed you will find the April 2022 monthly statement and financial reports for the Overlook Homeowners Association.

## **Income**

In April, we collected \$14,384.97 in Total Income, which is \$8,738.78 below the budget estimate of \$23,123.75. Year-to-Date we have collected \$56,257.08 in Total Income, which is \$4,092.32 below the budget estimate of \$60,349.40.

## **Account Balances**

As of April 30, the balance of each account is as follows:

Overlook Operating Account	\$52,995.53
Overlook Reserve Account	\$99,649.37
Overlook Savings Account	\$15,098.64
Total	\$167,743.54

## **Delinquencies**

Through the month of April, there was \$22,305.46 in Outstanding Homeowner Dues, Late Fees, Interest, Lien Filing Fees and CC&R Violations. This is made up of 5 homeowners. The attached report provides a more detailed reference for your review. The amount is greatly reduced from

several months ago, but still unusually high. We sent Impending Lien Notices to four owners whose balances exceed \$1,250.00. Three responded either by email or phone to discuss their delinquencies. Two would like to request payment plans and the third is disputing the delinquency. We will file a lien against the house who didn't respond.

### **Prepays**

In April, there was \$4,494.61 in Prepays from 22 homeowners. The attached report provides a more detailed reference for your review.

### **Expenses**

In April, Total Expenses were \$7,666.70, which is \$492.80 below the budget estimate of \$8,159.50. Year-to-Date Total Expenses are \$34,822.56, which is \$2,906.44 below the budget estimate of \$37,729.00.

### **CC&R Notices**

We sent out the following CC&R Violation and Thank You Letters in April.

<b>CC&amp;R Violation Notices</b>	
1st Notice	0
2nd Notice	0
1st Fine	0
2nd Fine	0
3 or More Fines	0
Thank You	0
<b>Total</b>	<b>0</b>

### **Management Issues**

Despite the impact of COVID-19, WEB Properties has made necessary adjustments and is operating at full capacity. We do understand, however, the impact could affect homeowners in the Overlook HOA. As such, we will carefully consider any request for dues deferment or accommodations in other aspects of HOA membership. Should you have any specific requests or considerations, please let us know and we will proceed accordingly. To date we have not received any such requests. However, since the Governor rescinded the ban on imposing Late Fees, we will now start applying those when appropriate.

Mike Durgan and Joe Vallerano received bids for asphalt repairs. It was discussed at the April Board meeting to have an independent 3<sup>rd</sup> party review the bids and walk the site to provide an assessment of the streets. This is expected to happen in May.

Together with the enclosed reports, this should bring you up to date on the status of the Overlook Homeowners Association for the month of April 2022. 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 "Ronald W. White". The signature is written in a cursive style with a large initial 'R'.

Ronald W. White  
Property Manager

# Cash Flow MTD Comparison

Properties: Anton Court,Bolan - Lower West,Bolan - Upper West,Bolan Avenue,Falcon Point Court,Jordan Lane,Lincoln Way,Menaul Court,Overlook Homeowners Association,W Willapa,Willapa Court,Z - Vacant Lot  
01/01/22 - 04/30/22 (cash basis)

	Month to Date		01/01/22 - 04/30/22	
	04/01/22 - 04/30/22	% Income	01/01/22 - 04/30/22	% Income
<b>OPERATING ACTIVITIES</b>				
<b>INCOME</b>				
4100 INCOME				
4101 HOA DUES				
2201 Prepays	-566.38	-3.94 %	5,284.17	9.39 %
4101 Other HOA DUES	7,589.19	52.76 %	23,265.27	41.36 %
4101 Total HOA DUES	7,022.81	48.82 %	28,549.44	50.75 %
4102 JORDAN LANE FEES				
4104 JL - Snow Removal	195.00	1.36 %	870.00	1.55 %
4105 JL - Upgrade Lgrg Trash Can	13.44	0.09 %	53.76	0.10 %
4106 JL - Utility Fees	2,101.00	14.61 %	10,678.48	18.98 %
4116 JL - Private Dr Res Assessment	56.68	0.39 %	425.10	0.76 %
4121 JL - PUD Res Assessment	292.50	2.03 %	1,478.75	2.63 %
4126 JL - Private Dr Snow Removal	45.00	0.31 %	225.00	0.40 %
4102 Total JORDAN LANE FEES	2,703.62	18.79 %	13,731.09	24.41 %
4107 LOWER WEST BOLAN FEES				
4108 LWB - Snow Removal	270.00	1.88 %	270.00	0.48 %
4118 LWB - Private Dr Res Assessment	170.00	1.18 %	637.50	1.13 %
4107 Total LOWER WEST BOLAN FEES	440.00	3.06 %	907.50	1.61 %
4109 MENAUL COURT FEES				
4112 MC - Utility Fees	1,829.51	12.72 %	6,522.81	11.59 %
4115 MC - Snow Removal	130.00	0.90 %	352.59	0.63 %
4119 MC - Lift Station Res Assessments	181.44	1.26 %	651.64	1.16 %
4122 MC - PUD Res Assessment	195.00	1.36 %	715.00	1.27 %
4109 Total MENAUL COURT FEES	2,335.95	16.24 %	8,242.04	14.65 %
4113 UPPER WEST BOLAN FEES				
4114 UWB - Snow Removal	300.00	2.09 %	300.00	0.53 %
4120 UWB - Private Dr Res Assessment	212.50	1.48 %	680.00	1.21 %
4113 Total UPPER WEST BOLAN FEES	512.50	3.56 %	980.00	1.74 %
4123 ANTON COURT FEES				
4124 AC - Private Dr Res Assessment	127.50	0.89 %	425.00	0.76 %
4125 AC - Snow Removal	135.00	0.94 %	450.00	0.80 %
4123 Total ANTON COURT FEES	262.50	1.82 %	875.00	1.56 %
4150 CA RESERVE ASSESSMENTS				
4151 Com Area Res Assessment	958.88	6.67 %	2,876.94	5.11 %
4150 Total CA RESERVE ASSESSMENTS	958.88	6.67 %	2,876.94	5.11 %
4100 Total INCOME	14,236.26	98.97 %	56,162.01	99.83 %
4200 OTHER PROPERTY INCOME				
4201 Late Fees & Interest	148.71	1.03 %	395.07	0.70 %
4203 Lien Fees	0.00	0.00 %	-300.00	-0.53 %
4200 Total OTHER PROPERTY INCOME	148.71	1.03 %	95.07	0.17 %
<b>TOTAL INCOME</b>	<b>14,384.97</b>	<b>100.01%</b>	<b>56,257.08</b>	<b>100.01%</b>
<b>EXPENSE</b>				
5000 EXPENSES				
5001 MAINTENANCE EXPENSES				
5023 Maintenance Engineer	-440.00	-3.06 %	-1,457.50	-2.59 %
5001 Total MAINTENANCE EXPENSES	-440.00	-3.06 %	-1,457.50	-2.59 %
5100 LANDSCAPING				
5102 Sprinkler Materials	-389.53	-2.71 %	-389.53	-0.69 %
5110 Landscaping Other	-530.52	-3.69 %	-781.66	-1.39 %
5100 Total LANDSCAPING	-920.05	-6.40 %	-1,171.19	-2.08 %
5150 STREETS & SIDEWALKS				
5153 Snow Removal CA Sidewalks	0.00	0.00 %	-3,253.81	-5.78 %
5150 Total STREETS & SIDEWALKS	0.00	0.00 %	-3,253.81	-5.78 %
5300 UTILITIES				

5304 Water	-64.38	-0.45 %	-555.30	-0.99 %
5309 Jordan Ln Util-water,sewer,refuse	-2,714.16	-18.87 %	-10,621.73	-18.88 %
5310 Menaul Ct Util-water,sewer,refuse	-1,442.60	-10.03 %	-5,428.52	-9.65 %
5300 Total UTILITIES	-4,221.14	-29.34 %	-16,605.55	-29.52 %
5400 TAX & LICENSES				
5401 Real Estate Taxes	0.00	0.00 %	-70.50	-0.13 %
5400 Total TAX & LICENSES	0.00	0.00 %	-70.50	-0.13 %
5600 ADMINISTRATIVE				
5601 Property Management Fee	-1,750.00	-12.17 %	-6,750.00	-12.00 %
5603 Accounting Fees	-46.49	-0.32 %	-556.49	-0.99 %
5604 Bank Service Charges	-2.00	-0.01 %	-2.00	0.00 %
5607 Qualchan HOA Monthly Fee	-157.50	-1.09 %	-630.00	-1.12 %
5610 Other Admin Exp	-100.00	-0.70 %	-760.00	-1.35 %
5600 Total ADMINISTRATIVE	-2,055.99	-14.29 %	-8,698.49	-15.46 %
5650 INSURANCE				
5651 Liability & Multi-Peril	0.00	0.00 %	-2,036.00	-3.62 %
5652 Board of Directors Ins	0.00	0.00 %	-1,500.00	-2.67 %
5650 Total INSURANCE	0.00	0.00 %	-3,536.00	-6.29 %
5700 OFFICE				
5702 Mail/Postage	-29.52	-0.21 %	-29.52	-0.05 %
5700 Total OFFICE	-29.52	-0.21 %	-29.52	-0.05 %
5000 Total EXPENSES	-7,666.70	-53.30 %	-34,822.56	-61.90 %
<b>TOTAL EXPENSE</b>	<b>-7,666.70</b>	<b>-53.31%</b>	<b>-34,822.56</b>	<b>-61.90%</b>
<b>NON OPERATING INCOME</b>				
7000 NON-OPERATING INCOME				
7004 Funds Transf. from Oper. to Res.	0.00	0.00 %	-2,040.37	-3.63 %
7000 Total NON-OPERATING INCOME	0.00	0.00 %	-2,040.37	-3.63 %
<b>TOTAL NON OPERATING INCOME</b>	<b>0.00</b>	<b>0.00%</b>	<b>-2,040.37</b>	<b>-3.63%</b>
<b>NON OPERATING EXPENSE</b>				
6000 NON-OPERATING EXPENSES				
6002 Funds Transf. to Res. from Oper.	-2,251.64	-15.65 %	-6,229.42	-11.07 %
6000 Total NON-OPERATING EXPENSES	-2,251.64	-15.65 %	-6,229.42	-11.07 %
<b>TOTAL NON OPERATING EXPENSE</b>	<b>-2,251.64</b>	<b>-15.65%</b>	<b>-6,229.42</b>	<b>-11.07%</b>
<b>Net Income</b>	<b>4,466.63</b>	<b>31.05 %</b>	<b>13,164.73</b>	<b>23.40 %</b>
<b>Net cash provided by Operating Activities</b>	<b>4,466.63</b>		<b>13,164.73</b>	
<b>Net cash increase for period</b>	<b>4,466.63</b>		<b>13,164.73</b>	
<b>Cash at beginning of period</b>	<b>48,528.90</b>		<b>39,830.80</b>	
<b>Cash at end of period</b>	<b>52,995.53</b>		<b>52,995.53</b>	

# Budget Comparison

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

Comparison Periods: 04/01/22 - 04/30/22 and 01/01/22 - 04/30/22 (cash basis)

	Actual 04/01/22 - 04/30/22	Budget 04/22 - 04/22	\$ Change	% Change	Actual YTD 01/01/22 - 04/30/22	Budget YTD 01/22 - 04/22	\$ Change	% Change
<b>INCOME</b>								
4100 INCOME								
4101 HOA DUES								
2201 Prepays	-566.38	0.00	-566.38		5,284.17	0.00	5,284.17	
4101 Other HOA DUES	7,589.19	13,900.00	-6,310.81	-45.4 %	23,265.27	30,280.00	-7,014.73	-23.2 %
4101 Total HOA DUES	7,022.81	13,900.00	-6,877.19	-49.5 %	28,549.44	30,280.00	-1,730.56	-5.7 %
4102 JORDAN LANE FEES								
4104 JL - Snow Removal	195.00	150.00	45.00	30.0 %	870.00	600.00	270.00	45.0 %
4105 JL - Upgrade Lrgr Trash Can	13.44	13.44	0.00	0.0 %	53.76	53.76	0.00	0.0 %
4106 JL - Utility Fees	2,101.00	2,950.00	-849.00	-28.8 %	10,678.48	11,800.00	-1,121.52	-9.5 %
4116 JL - Private Dr Res Assessment	56.68	85.02	-28.34	-33.3 %	425.10	340.08	85.02	25.0 %
4121 JL - PUD Res Assessment	292.50	243.75	48.75	20.0 %	1,478.75	975.00	503.75	51.7 %
4126 JL - Private Dr Snow Removal	45.00	60.00	-15.00	-25.0 %	225.00	240.00	-15.00	-6.2 %
4102 Total JORDAN LANE FEES	2,703.62	3,502.21	-798.59	-22.8 %	13,731.09	14,008.84	-277.75	-2.0 %
4107 LOWER WEST BOLAN FEES								
4108 LWB - Snow Removal	270.00	330.00	-60.00	-18.2 %	270.00	660.00	-390.00	-59.1 %
4118 LWB - Private Dr Res Assessment	170.00	467.50	-297.50	-63.6 %	637.50	935.00	-297.50	-31.8 %
4107 Total LOWER WEST BOLAN FEES	440.00	797.50	-357.50	-44.8 %	907.50	1,595.00	-687.50	-43.1 %
4109 MENAUL COURT FEES								
4112 MC - Utility Fees	1,829.51	1,700.00	129.51	7.6 %	6,522.81	6,800.00	-277.19	-4.1 %
4115 MC - Snow Removal	130.00	110.00	20.00	18.2 %	352.59	440.00	-87.41	-19.9 %
4119 MC - Lift Station Res Assessment	181.44	162.91	18.53	11.4 %	651.64	651.64	0.00	0.0 %
4122 MC - PUD Res Assessment	195.00	178.75	16.25	9.1 %	715.00	715.00	0.00	0.0 %
4109 Total MENAUL COURT FEES	2,335.95	2,151.66	184.29	8.6 %	8,242.04	8,606.64	-364.60	-4.2 %
4113 UPPER WEST BOLAN FEES								
4114 UWB - Snow Removal	300.00	300.00	0.00	0.0 %	300.00	600.00	-300.00	-50.0 %
4120 UWB - Private Dr Res Assessment	212.50	425.00	-212.50	-50.0 %	680.00	850.00	-170.00	-20.0 %
4113 Total UPPER WEST BOLAN FEES	512.50	725.00	-212.50	-29.3 %	980.00	1,450.00	-470.00	-32.4 %
4123 ANTON COURT FEES								
4124 AC - Private Dr Res Assessment	127.50	255.00	-127.50	-50.0 %	425.00	510.00	-85.00	-16.7 %
4125 AC - Snow Removal	135.00	180.00	-45.00	-25.0 %	450.00	360.00	90.00	25.0 %
4123 Total ANTON COURT FEES	262.50	435.00	-172.50	-39.7 %	875.00	870.00	5.00	0.6 %
4150 CA RESERVE ASSESSMENTS								
4151 Com Area Res Assessment	958.88	1,612.38	-653.50	-40.5 %	2,876.94	3,538.92	-661.98	-18.7 %
4150 Total CA RESERVE ASSESSMENTS	958.88	1,612.38	-653.50	-40.5 %	2,876.94	3,538.92	-661.98	-18.7 %

	Actual 04/01/22 - 04/30/22	Budget 04/22 - 04/22	\$ Change	% Change	Actual YTD 01/01/22 - 04/30/22	Budget YTD 01/22 - 04/22	\$ Change	% Change
4100 Total INCOME	14,236.26	23,123.75	-8,887.49	-38.4 %	56,162.01	60,349.40	-4,187.39	-6.9 %
4200 OTHER PROPERTY INCOME								
4201 Late Fees & Interest	148.71	0.00	148.71		395.07	0.00	395.07	
4203 Lien Fees	0.00	0.00	0.00		-300.00	0.00	-300.00	
4200 Total OTHER PROPERTY INCOME	148.71	0.00	148.71		95.07	0.00	95.07	
<b>TOTAL INCOME</b>	<b>14,384.97</b>	<b>23,123.75</b>	<b>-8,738.78</b>	<b>-37.8 %</b>	<b>56,257.08</b>	<b>60,349.40</b>	<b>-4,092.32</b>	<b>-6.8 %</b>
<b>EXPENSE</b>								
5000 EXPENSES								
5001 MAINTENANCE EXPENSES								
5022 Maintenance Miscellaneous	0.00	75.00	-75.00	-100.0 %	0.00	300.00	-300.00	-100.0 %
5023 Maintenance Engineer	440.00	625.00	-185.00	-29.6 %	1,457.50	1,300.00	157.50	12.1 %
5001 Total MAINTENANCE EXPENSE	440.00	700.00	-260.00	-37.1 %	1,457.50	1,600.00	-142.50	-8.9 %
5100 LANDSCAPING								
5102 Sprinkler Materials	389.53	0.00	389.53		389.53	0.00	389.53	
5110 Landscaping Other	530.52	800.00	-269.48	-33.7 %	781.66	800.00	-18.34	-2.3 %
5100 Total LANDSCAPING	920.05	800.00	120.05	15.0 %	1,171.19	800.00	371.19	46.4 %
5150 STREETS & SIDEWALKS								
5153 Snow Removal CA Sidewalks	0.00	0.00	0.00		3,253.81	4,600.00	-1,346.19	-29.3 %
5150 Total STREETS & SIDEWALKS	0.00	0.00	0.00		3,253.81	4,600.00	-1,346.19	-29.3 %
5300 UTILITIES								
5304 Water	64.38	70.00	-5.62	-8.0 %	555.30	655.00	-99.70	-15.2 %
5309 Jordan Ln Util-water,sewer,refuse	2,714.16	2,950.00	-235.84	-8.0 %	10,621.73	11,800.00	-1,178.27	-10.0 %
5310 Menaul Ct Util-water,sewer,refuse	1,442.60	1,700.00	-257.40	-15.1 %	5,428.52	6,800.00	-1,371.48	-20.2 %
5300 Total UTILITIES	4,221.14	4,720.00	-498.86	-10.6 %	16,605.55	19,255.00	-2,649.45	-13.8 %
5400 TAX & LICENSES								
5401 Real Estate Taxes	0.00	0.00	0.00		70.50	55.00	15.50	28.2 %
5400 Total TAX & LICENSES	0.00	0.00	0.00		70.50	55.00	15.50	28.2 %
5600 ADMINISTRATIVE								
5601 Property Management Fee	1,750.00	1,750.00	0.00	0.0 %	6,750.00	6,750.00	0.00	0.0 %
5603 Accounting Fees	46.49	32.00	14.49	45.3 %	556.49	128.00	428.49	334.8 %
5604 Bank Service Charges	2.00	0.00	2.00		2.00	0.00	2.00	
5605 Meeting Expenses	0.00	0.00	0.00		0.00	165.00	-165.00	-100.0 %
5607 Qualchan HOA Monthly Fee	157.50	157.50	0.00	0.0 %	630.00	630.00	0.00	0.0 %
5610 Other Admin Exp	100.00	0.00	100.00		760.00	210.00	550.00	261.9 %
5600 Total ADMINISTRATIVE	2,055.99	1,939.50	116.49	6.0 %	8,698.49	7,883.00	815.49	10.3 %
5650 INSURANCE								
5651 Liability & Multi-Peril	0.00	0.00	0.00		2,036.00	2,036.00	0.00	0.0 %
5652 Board of Directors Ins	0.00	0.00	0.00		1,500.00	1,500.00	0.00	0.0 %

	Actual 04/01/22 - 04/30/22	Budget 04/22 - 04/22	\$ Change	% Change	Actual YTD 01/01/22 - 04/30/22	Budget YTD 01/22 - 04/22	\$ Change	% Change
5650 Total INSURANCE	0.00	0.00	0.00		3,536.00	3,536.00	0.00	0.0 %
5700 OFFICE								
5702 Mail/Postage	29.52	0.00	29.52		29.52	0.00	29.52	
5700 Total OFFICE	29.52	0.00	29.52		29.52	0.00	29.52	
5000 Total EXPENSES	7,666.70	8,159.50	-492.80	-6.0 %	34,822.56	37,729.00	-2,906.44	-7.7 %
<b>TOTAL EXPENSE</b>	<b>7,666.70</b>	<b>8,159.50</b>	<b>-492.80</b>	<b>-6.0 %</b>	<b>34,822.56</b>	<b>37,729.00</b>	<b>-2,906.44</b>	<b>-7.7 %</b>
<b>NOI</b>	<b>6,718.27</b>	<b>14,964.25</b>	<b>-8,245.98</b>	<b>-55.1 %</b>	<b>21,434.52</b>	<b>22,620.40</b>	<b>-1,185.88</b>	<b>-5.2 %</b>
<b>NON OPERATING INCOME</b>								
7000 NON-OPERATING INCOME								
7004 Funds Transf. from Oper. to Res.	0.00	0.00	0.00		-2,040.37	0.00	-2,040.37	
7000 Total NON-OPERATING INCOME	0.00	0.00	0.00		-2,040.37	0.00	-2,040.37	
<b>TOTAL NON OPERATING INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>-2,040.37</b>	<b>0.00</b>	<b>-2,040.37</b>	
<b>NON OPERATING EXPENSE</b>								
6000 NON-OPERATING EXPENSES								
6002 Funds Transf. to Res. from Oper.	2,251.64	3,458.65	-1,207.01	-34.9 %	6,229.42	8,629.00	-2,399.58	-27.8 %
6000 Total NON-OPERATING EXPENSE	2,251.64	3,458.65	-1,207.01	-34.9 %	6,229.42	8,629.00	-2,399.58	-27.8 %
<b>TOTAL NON OPERATING EXPENSE</b>	<b>2,251.64</b>	<b>3,458.65</b>	<b>-1,207.01</b>	<b>-34.9 %</b>	<b>6,229.42</b>	<b>8,629.00</b>	<b>-2,399.58</b>	<b>-27.8 %</b>
<b>NET INCOME</b>	<b>4,466.63</b>	<b>11,505.60</b>	<b>-7,038.97</b>	<b>-61.2 %</b>	<b>13,164.73</b>	<b>13,991.40</b>	<b>-826.67</b>	<b>-5.9 %</b>
<b>NET INCOME SUMMARY</b>								
Income	14,384.97	23,123.75	-8,738.78	-37.8 %	56,257.08	60,349.40	-4,092.32	-6.8 %
Expense	-7,666.70	-8,159.50	492.80	6.0 %	-34,822.56	-37,729.00	2,906.44	7.7 %
Other Income & Expense	0.00	0.00	0.00		0.00	0.00	0.00	
Net Operating Income	6,718.27	14,964.25	-8,245.98	-55.1 %	21,434.52	22,620.40	-1,185.88	-5.2 %
Non Operating Income	0.00	0.00	0.00		-2,040.37	0.00	-2,040.37	
Non Operating Expense	-2,251.64	-3,458.65	1,207.01	34.9 %	-6,229.42	-8,629.00	2,399.58	27.8 %
<b>NET INCOME</b>	<b>4,466.63</b>	<b>11,505.60</b>	<b>-7,038.97</b>	<b>-61.2 %</b>	<b>13,164.73</b>	<b>13,991.40</b>	<b>-826.67</b>	<b>-5.9 %</b>