



Monthly Report

To: Overlook Board of Directors
From: WEB Properties, Inc.
Date: May 31, 2022
Re: Overlook HOA Operating Statements, May 2022

To All,

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

Income

In May, we collected \$8,323.78 in Total Income, which is \$1,272.83 above the budget estimate of \$7,050.95. Year-to-Date we have collected \$64,580.86 in Total Income, which is \$2,819.49 below the budget estimate of \$67,400.35.

Account Balances

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

Overlook Operating Account	\$52,237.96
Overlook Reserve Account	\$100,813.35
Overlook Savings Account	\$15,098.76
Total	\$168,150.07

Delinquencies

Through the month of May, there was \$23,689.58 in Outstanding Homeowner Dues, Late Fees, Interest, Lien Filing Fees and CC&R Violations. This is made up of 12 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 filed a lien against the house who didn't respond.

Prepays

In May, there was \$4,517.84 in Prepays from 22 homeowners. The attached report provides a more detailed reference for your review.

Expenses

In May, Total Expenses were \$7,918.14, which is \$541.38 below the budget estimate of \$8,459.50. Year-to-Date Total Expenses are \$42,740.70, which is \$3,447.80 below the budget estimate of \$46,188.50. This is primarily attributable to lower snow removal and private road utility costs than budgeted.

CC&R Notices

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

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

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. Mike Bafigo suggested and offered to have a third-party acquaintance review the bids and walk the site to provide an assessment of the streets. This occurred in May and the suggestions were provided to the Board.

The owner on Falcon Point, who requested the HOA look into installing a street light at the end of that street, will discuss with the other homeowners that they would be responsible for the costs.

I will send a letter to homeowners on Bolan and Willapa reminding them of their responsibility to maintain, and possibly improve, their hillsides.

Together with the enclosed reports, this should bring you up to date on the status of the Overlook Homeowners Association for the month of May 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.



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 - 05/31/22 (cash basis)

	Month to Date			
	05/01/22 - 05/31/22	% Income	01/01/22 - 05/31/22	% Income
OPERATING ACTIVITIES				
INCOME				
4100 INCOME				
4101 HOA DUES				
2201 Prepays	253.23	3.04 %	5,537.40	8.57 %
4101 Other HOA DUES	2,780.34	33.40 %	26,045.61	40.33 %
4101 Total HOA DUES	3,033.57	36.44 %	31,583.01	48.90 %
4102 JORDAN LANE FEES				
4104 JL - Snow Removal	165.00	1.98 %	1,035.00	1.60 %
4105 JL - Upgrade Lrgtr Trash Can	13.44	0.16 %	67.20	0.10 %
4106 JL - Utility Fees	2,223.00	26.71 %	12,901.48	19.98 %
4116 JL - Private Dr Res Assessment	99.19	1.19 %	524.29	0.81 %
4121 JL - PUD Res Assessment	299.13	3.59 %	1,777.88	2.75 %
4126 JL - Private Dr Snow Removal	75.00	0.90 %	300.00	0.46 %
4102 Total JORDAN LANE FEES	2,874.76	34.54 %	16,605.85	25.71 %
4107 LOWER WEST BOLAN FEES				
4108 LWB - Snow Removal	240.00	2.88 %	510.00	0.79 %
4118 LWB - Private Dr Res Assessment	0.00	0.00 %	637.50	0.99 %
4107 Total LOWER WEST BOLAN FEES	240.00	2.88 %	1,147.50	1.78 %
4109 MENAUL COURT FEES				
4112 MC - Utility Fees	1,147.85	13.79 %	7,670.66	11.88 %
4115 MC - Snow Removal	80.00	0.96 %	432.59	0.67 %
4119 MC - Lift Station Res Assessments	118.48	1.42 %	770.12	1.19 %
4122 MC - PUD Res Assessment	130.00	1.56 %	845.00	1.31 %
4109 Total MENAUL COURT FEES	1,476.33	17.74 %	9,718.37	15.05 %
4113 UPPER WEST BOLAN FEES				
4114 UWB - Snow Removal	300.00	3.60 %	600.00	0.93 %
4120 UWB - Private Dr Res Assessment	42.50	0.51 %	722.50	1.12 %
4113 Total UPPER WEST BOLAN FEES	342.50	4.11 %	1,322.50	2.05 %
4123 ANTON COURT FEES				
4124 AC - Private Dr Res Assessment	0.00	0.00 %	425.00	0.66 %
4125 AC - Snow Removal	0.00	0.00 %	450.00	0.70 %
4123 Total ANTON COURT FEES	0.00	0.00 %	875.00	1.35 %
4150 CA RESERVE ASSESSMENTS				
4151 Com Area Res Assessment	403.83	4.85 %	3,280.77	5.08 %
4150 Total CA RESERVE ASSESSMENTS	403.83	4.85 %	3,280.77	5.08 %
4100 Total INCOME	8,370.99	100.57 %	64,533.00	99.93 %
4200 OTHER PROPERTY INCOME				
4201 Late Fees & Interest	-47.21	-0.57 %	347.86	0.54 %
4203 Lien Fees	0.00	0.00 %	-300.00	-0.46 %
4200 Total OTHER PROPERTY INCOME	-47.21	-0.57 %	47.86	0.07 %
TOTAL INCOME	8,323.78	99.97%	64,580.86	100.00%
EXPENSE				
5000 EXPENSES				
5001 MAINTENANCE EXPENSES				
5023 Maintenance Engineer	-220.00	-2.64 %	-1,677.50	-2.60 %
5001 Total MAINTENANCE EXPENSES	-220.00	-2.64 %	-1,677.50	-2.60 %
5100 LANDSCAPING				
5101 Lawn Mowing	-272.50	-3.27 %	-272.50	-0.42 %
5102 Sprinkler Materials	-54.49	-0.65 %	-444.02	-0.69 %
5103 Pruning	-326.18	-3.92 %	-326.18	-0.51 %
5105 Spray/Fertilization	-588.60	-7.07 %	-588.60	-0.91 %
5110 Landscaping Other	-141.70	-1.70 %	-923.36	-1.43 %
5100 Total LANDSCAPING	-1,383.47	-16.62 %	-2,554.66	-3.96 %
5150 STREETS & SIDEWALKS				

5153 Snow Removal CA Sidewalks	0.00	0.00 %	-3,253.81	-5.04 %
5150 Total STREETS & SIDEWALKS	0.00	0.00 %	-3,253.81	-5.04 %
5300 UTILITIES				
5304 Water	-139.77	-1.68 %	-695.07	-1.08 %
5309 Jordan Ln Util-water,sewer,refuse	-2,648.03	-31.81 %	-13,269.76	-20.55 %
5310 Menaul Ct Util-water,sewer,refuse	-1,412.80	-16.97 %	-6,841.32	-10.59 %
5300 Total UTILITIES	-4,200.60	-50.47 %	-20,806.15	-32.22 %
5400 TAX & LICENSES				
5401 Real Estate Taxes	0.00	0.00 %	-70.50	-0.11 %
5405 Lien Filling Fee	-208.57	-2.51 %	-208.57	-0.32 %
5400 Total TAX & LICENSES	-208.57	-2.51 %	-279.07	-0.43 %
5600 ADMINISTRATIVE				
5601 Property Management Fee	-1,750.00	-21.02 %	-8,500.00	-13.16 %
5603 Accounting Fees	0.00	0.00 %	-556.49	-0.86 %
5604 Bank Service Charges	2.00	0.02 %	0.00	0.00 %
5607 Qualchan HOA Monthly Fee	-157.50	-1.89 %	-787.50	-1.22 %
5610 Other Admin Exp	0.00	0.00 %	-760.00	-1.18 %
5600 Total ADMINISTRATIVE	-1,905.50	-22.89 %	-10,603.99	-16.42 %
5650 INSURANCE				
5651 Liability & Multi-Peril	0.00	0.00 %	-2,036.00	-3.15 %
5652 Board of Directors Ins	0.00	0.00 %	-1,500.00	-2.32 %
5650 Total INSURANCE	0.00	0.00 %	-3,536.00	-5.48 %
5700 OFFICE				
5702 Mail/Postage	0.00	0.00 %	-29.52	-0.05 %
5700 Total OFFICE	0.00	0.00 %	-29.52	-0.05 %
5000 Total EXPENSES	-7,918.14	-95.13 %	-42,740.70	-66.18 %
TOTAL EXPENSE	-7,918.14	-95.11%	-42,740.70	-66.19%
NON OPERATING INCOME				
7000 NON-OPERATING INCOME				
7004 Funds Transf. from Oper. to Res.	0.00	0.00 %	-2,040.37	-3.16 %
7000 Total NON-OPERATING INCOME	0.00	0.00 %	-2,040.37	-3.16 %
TOTAL NON OPERATING INCOME	0.00	0.00%	-2,040.37	-3.16%
NON OPERATING EXPENSE				
6000 NON-OPERATING EXPENSES				
6002 Funds Transf. to Res. from Oper.	-1,163.21	-13.97 %	-7,392.63	-11.45 %
6000 Total NON-OPERATING EXPENSES	-1,163.21	-13.97 %	-7,392.63	-11.45 %
TOTAL NON OPERATING EXPENSE	-1,163.21	-13.97%	-7,392.63	-11.45%
Net Income	-757.57	-9.10 %	12,407.16	19.21 %
Net cash provided by Operating Activities	-757.57		12,407.16	
Net cash increase for period	-757.57		12,407.16	
Cash at beginning of period	52,995.53		39,830.80	
Cash at end of period	52,237.96		52,237.96	

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: 05/01/22 - 05/31/22 and 01/01/22 - 05/31/22 (cash basis)

	Actual 05/01/22 - 05/31/22	Budget 05/22 - 05/22	\$ Change	% Change	Actual YTD 01/01/22 - 05/31/22	Budget YTD 01/22 - 05/22	\$ Change	% Change
INCOME								
4100 INCOME								
4101 HOA DUES								
2201 Prepays	253.23	0.00	253.23		5,537.40	0.00	5,537.40	
4101 Other HOA DUES	2,780.34	1,240.00	1,540.34	124.2 %	26,045.61	31,520.00	-5,474.39	-7.4 %
4101 Total HOA DUES	3,033.57	1,240.00	1,793.57	144.6 %	31,583.01	31,520.00	63.01	0.2 %
4102 JORDAN LANE FEES								
4104 JL - Snow Removal	165.00	150.00	15.00	10.0 %	1,035.00	750.00	285.00	38.0 %
4105 JL - Upgrade Lgr Trsh Can	13.44	13.44	0.00	0.0 %	67.20	67.20	0.00	0.0 %
4106 JL - Utility Fees	2,223.00	2,950.00	-727.00	-24.6 %	12,901.48	14,750.00	-1,848.52	-12.5 %
4116 JL - Private Dr Res Assessment	99.19	85.02	14.17	16.7 %	524.29	425.10	99.19	23.3 %
4121 JL - PUD Res Assessment	299.13	243.75	55.38	22.7 %	1,777.88	1,218.75	559.13	45.9 %
4126 JL - Private Dr Snow Removal	75.00	60.00	15.00	25.0 %	300.00	300.00	0.00	0.0 %
4102 Total JORDAN LANE FEES	2,874.76	3,502.21	-627.45	-17.9 %	16,605.85	17,511.05	-905.20	-5.2 %
4107 LOWER WEST BOLAN FEES								
4108 LWB - Snow Removal	240.00	0.00	240.00		510.00	660.00	-150.00	-22.7 %
4118 LWB - Private Dr Res Assessment	0.00	0.00	0.00		637.50	935.00	-297.50	-31.8 %
4107 Total LOWER WEST BOLAN FEES	240.00	0.00	240.00		1,147.50	1,595.00	-447.50	-28.1 %
4109 MENAUL COURT FEES								
4112 MC - Utility Fees	1,147.85	1,700.00	-552.15	-32.5 %	7,670.66	8,500.00	-829.34	-9.8 %
4115 MC - Snow Removal	80.00	110.00	-30.00	-27.3 %	432.59	550.00	-117.41	-21.3 %
4119 MC - Lift Station Res Assessment	118.48	162.91	-44.43	-27.3 %	770.12	814.55	-44.43	-5.5 %
4122 MC - PUD Res Assessment	130.00	178.75	-48.75	-27.3 %	845.00	893.75	-48.75	-5.5 %
4109 Total MENAUL COURT FEES	1,476.33	2,151.66	-675.33	-31.4 %	9,718.37	10,758.30	-1,039.93	-9.7 %
4113 UPPER WEST BOLAN FEES								
4114 UWB - Snow Removal	300.00	0.00	300.00		600.00	600.00	0.00	0.0 %
4120 UWB - Private Dr Res Assessment	42.50	0.00	42.50		722.50	850.00	-127.50	-15.0 %
4113 Total UPPER WEST BOLAN FEES	342.50	0.00	342.50		1,322.50	1,450.00	-127.50	-8.8 %
4123 ANTON COURT FEES								
4124 AC - Private Dr Res Assessment	0.00	0.00	0.00		425.00	510.00	-85.00	-16.7 %
4125 AC - Snow Removal	0.00	0.00	0.00		450.00	360.00	90.00	25.0 %
4123 Total ANTON COURT FEES	0.00	0.00	0.00		875.00	870.00	5.00	0.6 %
4150 CA RESERVE ASSESSMENTS								
4151 Corn Area Res Assessment	403.83	157.08	246.75	157.1 %	3,280.77	3,696.00	-415.23	-11.2 %
4150 Total CA RESERVE ASSESSMENTS	403.83	157.08	246.75	157.1 %	3,280.77	3,696.00	-415.23	-11.2 %

	Actual 05/01/22 - 05/31/22	Budget 05/22 - 05/22	\$ Change	% Change	Actual YTD 01/01/22 - 05/31/22	Budget YTD 01/22 - 05/22	\$ Change	% Change
4100 Total INCOME	8,370.99	7,050.95	1,320.04	18.7 %	64,533.00	67,400.35	-2,867.35	-4.3 %
4200 OTHER PROPERTY INCOME								
4201 Late Fees & Interest	-47.21	0.00	-47.21		347.86	0.00	347.86	
4203 Lien Fees	0.00	0.00	0.00		-300.00	0.00	-300.00	
4200 Total OTHER PROPERTY INCOME	-47.21	0.00	-47.21		47.86	0.00	47.86	
TOTAL INCOME	8,323.78	7,050.95	1,272.83	18.1 %	64,580.86	67,400.35	-2,819.49	-4.2 %
EXPENSE								
5000 EXPENSES								
5001 MAINTENANCE EXPENSES								
5022 Maintenance Miscellaneous	0.00	75.00	-75.00	-100.0 %	0.00	375.00	-375.00	-100.0 %
5023 Maintenance Engineer	220.00	225.00	-5.00	-2.2 %	1,677.50	1,525.00	152.50	10.0 %
5001 Total MAINTENANCE EXPENSE	220.00	300.00	-80.00	-26.7 %	1,677.50	1,900.00	-222.50	-11.7 %
5100 LANDSCAPING								
5101 Lawn Mowing	272.50	525.00	-252.50	-48.1 %	272.50	525.00	-252.50	-48.1 %
5102 Sprinkler Materials	54.49	300.00	-245.51	-81.8 %	444.02	300.00	144.02	48.0 %
5103 Pruning	326.18	0.00	326.18		326.18	0.00	326.18	
5105 Spray/Fertilization	588.60	0.00	588.60		588.60	0.00	588.60	
5110 Landscaping Other	141.70	250.00	-108.30	-43.3 %	923.36	1,050.00	-126.64	-12.1 %
5100 Total LANDSCAPING	1,383.47	1,075.00	308.47	28.7 %	2,554.66	1,875.00	679.66	36.2 %
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	139.77	70.00	69.77	99.7 %	695.07	725.00	-29.93	-4.1 %
5309 Jordan Ln Util-water,sewer,refuse	2,648.03	2,950.00	-301.97	-10.2 %	13,269.76	14,750.00	-1,480.24	-10.0 %
5310 Menaul Ct Util-water,sewer,refuse	1,412.80	1,700.00	-287.20	-16.9 %	6,841.32	8,500.00	-1,658.68	-19.5 %
5300 Total UTILITIES	4,200.60	4,720.00	-519.40	-11.0 %	20,806.15	23,975.00	-3,168.85	-13.2 %
5400 TAX & LICENSES								
5401 Real Estate Taxes	0.00	0.00	0.00		70.50	55.00	15.50	28.2 %
5405 Lien Filling Fee	208.57	0.00	208.57		208.57	0.00	208.57	
5400 Total TAX & LICENSES	208.57	0.00	208.57		279.07	55.00	224.07	407.4 %
5600 ADMINISTRATIVE								
5601 Property Management Fee	1,750.00	1,750.00	0.00	0.0 %	8,500.00	8,500.00	0.00	0.0 %
5603 Accounting Fees	0.00	457.00	-457.00	-100.0 %	556.49	585.00	-28.51	-4.9 %
5604 Bank Service Charges	-2.00	0.00	-2.00		0.00	0.00	0.00	
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 %	787.50	787.50	0.00	0.0 %
5610 Other Admin Exp	0.00	0.00	0.00		760.00	210.00	550.00	261.9 %
5600 Total ADMINISTRATIVE	1,905.50	2,364.50	-459.00	-19.4 %	10,603.99	10,247.50	356.49	3.5 %

	Actual 05/01/22 - 05/31/22	Budget 05/22 - 05/22	\$ Change	% Change	Actual YTD 01/01/22 - 05/31/22	Budget YTD 01/22 - 05/22	\$ Change	% Change
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 %
5650 Total INSURANCE	0.00	0.00	0.00		3,536.00	3,536.00	0.00	0.0 %
5700 OFFICE								
5702 Mail/Postage	0.00	0.00	0.00		29.52	0.00	29.52	
5700 Total OFFICE	0.00	0.00	0.00		29.52	0.00	29.52	
5000 Total EXPENSES	7,918.14	8,459.50	-541.36	-6.4 %	42,740.70	46,188.50	-3,447.80	-7.5 %
TOTAL EXPENSE	7,918.14	8,459.50	-541.36	-6.4 %	42,740.70	46,188.50	-3,447.80	-7.5 %
NOI	405.64	-1,408.55	1,814.19	128.8 %	21,840.16	21,211.85	628.31	3.0 %
NON OPERATING INCOME								
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	
TOTAL NON OPERATING INCOME	0.00	0.00	0.00		-2,040.37	0.00	-2,040.37	
NON OPERATING EXPENSE								
6000 NON-OPERATING EXPENSES								
6002 Funds Transf. to Res. from Oper.	1,163.21	855.85	307.36	35.9 %	7,392.63	9,484.85	-2,092.22	-22.1 %
6000 Total NON-OPERATING EXPENSE	1,163.21	855.85	307.36	35.9 %	7,392.63	9,484.85	-2,092.22	-22.1 %
TOTAL NON OPERATING EXPENSE	1,163.21	855.85	307.36	35.9 %	7,392.63	9,484.85	-2,092.22	-22.1 %
NET INCOME	-757.57	-2,264.40	1,506.83	66.5 %	12,407.16	11,727.00	680.16	5.8 %
NET INCOME SUMMARY								
Income	8,323.78	7,050.95	1,272.83	18.1 %	64,580.86	67,400.35	-2,819.49	-4.2 %
Expense	-7,918.14	-8,459.50	541.36	6.4 %	-42,740.70	-46,188.50	3,447.80	7.5 %
Other Income & Expense	0.00	0.00	0.00		0.00	0.00	0.00	
Net Operating Income	405.64	-1,408.55	1,814.19	128.8 %	21,840.16	21,211.85	628.31	3.0 %
Non Operating Income	0.00	0.00	0.00		-2,040.37	0.00	-2,040.37	
Non Operating Expense	-1,163.21	-855.85	-307.36	-35.9 %	-7,392.63	-9,484.85	2,092.22	22.1 %
NET INCOME	-757.57	-2,264.40	1,506.83	66.5 %	12,407.16	11,727.00	680.16	5.8 %

Actual 05/01/22 - 05/31/22	Budget 05/22 - 05/22	\$ Change	% Change	Actual YTD 01/01/22 - 05/31/22	Budget YTD 01/22 - 05/22	\$ Change	% Change
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