



Monthly Report

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

To All,

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

Income

In October, we collected \$0.00 in Total Income, which is \$23,123.74 below the budget estimate of \$23,123.74. Year-to-Date we have collected \$4,213.71 in Total Income, which is \$130,586.97 below the budget estimate of \$134,800.68.

Account Balances

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

Overlook Operating Account	\$52,576.12
Overlook Reserve Account	\$59,934.77
Overlook Savings Account	\$15,110.73
Total	\$127,621.62

Delinquencies

Through the month of October, there was \$0.00 in Outstanding Homeowner Dues, Late Fees, Interest, Lien Filing Fees and CC&R Violations. The attached report provides a more detailed reference for your review.

Prepays

In October, there was \$3,200.94 in Prepays from 18 homeowners. The attached report provides a more detailed reference for your review.

Expenses

In October, Total Expenses were \$11,680.46, which is \$2,715.96 above the budget estimate of \$8,964.50. Year-to-Date Total Expenses are \$149,792.48, which is \$44,506.48 above the budget estimate of \$105,286.00.

CC&R Notices

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

CC&R Violation Notices	
1st Notice	8
2nd Notice	0
1st Fine	0
2nd Fine	0
3 or More Fines	0
Thank You	0
Total	8

Management Issues

We have a request from 818 W Willapa regarding fencing which was approved by the Board.

The common area sprinklers were blown out and winterized in early October by C&C.

As you know William Lentz has left Witherspoon Kelly and joined Foster Garvey PC. Per the Boards direction we signed the authorization to stay with Mr. Lentz and have all of our files forwarded to his new firm.

We noticed the contractors on Jordan Lane were leaving debris and materials on the lower sidewalk area. We have written to the contractors and asked them to install a short debris fencing and remove everything from the sidewalks. They are to keep all of their materials on their properties. We will continue to monitor and enforce this as they have not been responsive in the past.

Bob McVicars asked us to get an email blast out to all homeowners for the October 25th meeting held by Mayor Woodward. We did get this blast out to everyone.

We will continue to follow up in November regarding the letter from attorney David Eash that he sent to Pete Johnson regarding the encroachment issue.

We want to introduce Emily Amsbaugh our new HOA Manager. Emily comes to us with many years in property management. Lauri and I will be working with Emily to train and familiarize her with your property. This process will most likely last 6 to 9 months before we turn things over to her on her own. Feel free to reach out to Emily at emily@wpispo.com at any time. We will be discussing all emails before she responds.

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

WEB Properties, Inc.



William E. Butler, RPA, CCIM
President

WEB Properties, Inc.



Lauri D. Liptac
COO

Cash Flow MTD Comparison

Property: Overlook Homeowners Association
01/01/22 - 10/31/22 (cash basis)

	Month to Date			
	10/01/22 - 10/31/22	% Income	01/01/22 - 10/31/22	% Income
OPERATING ACTIVITIES				
INCOME				
4100 INCOME				
4101 HOA DUES				
2201 Prepays	0.00	0.00 %	4,513.71	107.12 %
4101 Total HOA DUES	0.00	0.00 %	4,513.71	107.12 %
4100 Total INCOME	0.00	0.00 %	4,513.71	107.12 %
4200 OTHER PROPERTY INCOME				
4203 Lien Fees	0.00	0.00 %	-300.00	-7.12 %
4200 Total OTHER PROPERTY INCOME	0.00	0.00 %	-300.00	-7.12 %
TOTAL INCOME	0.00	0.00%	4,213.71	100.00%
EXPENSE				
5000 EXPENSES				
5001 MAINTENANCE EXPENSES				
5005 Plumbing Contract	0.00	0.00 %	-803.64	-19.07 %
5022 Maintenance Miscellaneous	0.00	0.00 %	-984.14	-23.36 %
5023 Maintenance Engineer	-960.00	0.00 %	-5,502.50	-130.59 %
5001 Total MAINTENANCE EXPENSES	-960.00	0.00 %	-7,290.28	-173.01 %
5100 LANDSCAPING				
5101 Lawn Mowing	-681.25	0.00 %	-3,270.00	-77.60 %
5102 Sprinkler Materials	-87.20	0.00 %	-2,876.03	-68.25 %
5103 Pruning	0.00	0.00 %	-538.73	-12.79 %
5105 Spray/Fertilization	-817.50	0.00 %	-2,587.07	-61.40 %
5110 Landscaping Other	-1,226.25	0.00 %	-6,673.11	-158.37 %
5100 Total LANDSCAPING	-2,812.20	0.00 %	-15,944.94	-378.41 %
5150 STREETS & SIDEWALKS				
5153 Snow Removal CA Sidewalks	0.00	0.00 %	-3,253.81	-77.22 %
5156 Street Repair Contract	0.00	0.00 %	-48,583.59	-1152.99 %
5150 Total STREETS & SIDEWALKS	0.00	0.00 %	-51,837.40	-1230.21 %
5300 UTILITIES				
5304 Water	-190.31	0.00 %	-2,552.73	-60.58 %
5306 Refuse	-230.72	0.00 %	-414.43	-9.84 %
5309 Jordan Ln Util-water,sewer,refuse	-3,333.27	0.00 %	-29,229.67	-693.68 %
5310 Menaul Ct Util-water,sewer,refuse	-2,207.94	0.00 %	-16,498.50	-391.54 %
5311 Lincoln Wy Util-water, sewer,refuse	0.00	0.00 %	-127.65	-3.03 %
5300 Total UTILITIES	-5,962.24	0.00 %	-48,822.98	-1158.67 %
5400 TAX & LICENSES				
5401 Real Estate Taxes	0.00	0.00 %	-70.50	-1.67 %
5405 Lien Filing Fee	0.00	0.00 %	-487.07	-11.56 %
5400 Total TAX & LICENSES	0.00	0.00 %	-557.57	-13.23 %
5600 ADMINISTRATIVE				
5601 Property Management Fee	-1,750.00	0.00 %	-17,250.00	-409.38 %
5602 Legal Fees	0.00	0.00 %	-500.00	-11.87 %
5603 Accounting Fees	-38.52	0.00 %	-783.33	-18.59 %
5607 Qualchan HOA Monthly Fee	-157.50	0.00 %	-1,575.00	-37.38 %
5610 Other Admin Exp	0.00	0.00 %	-1,635.00	-38.80 %
5600 Total ADMINISTRATIVE	-1,946.02	0.00 %	-21,743.33	-516.01 %
5650 INSURANCE				
5651 Liability & Multi-Peril	0.00	0.00 %	-2,036.00	-48.32 %
5652 Board of Directors Ins	0.00	0.00 %	-1,500.00	-35.60 %
5650 Total INSURANCE	0.00	0.00 %	-3,536.00	-83.92 %
5700 OFFICE				
5702 Mail/Postage	0.00	0.00 %	-59.98	-1.42 %
5700 Total OFFICE	0.00	0.00 %	-59.98	-1.42 %
5000 Total EXPENSES	-11,680.46	0.00 %	-149,792.48	-3554.88 %

TOTAL EXPENSE	-11,680.46	0.00%	-149,792.48	-3554.90%
NON OPERATING INCOME				
7000 NON-OPERATING INCOME				
7002 Funds Transf. from Res. to Oper.	0.00	0.00 %	48,583.59	1152.99 %
7004 Funds Transf. from Oper. to Res.	2,416.37	0.00 %	376.00	8.92 %
7000 Total NON-OPERATING INCOME	<u>2,416.37</u>	<u>0.00 %</u>	<u>48,959.59</u>	<u>1161.91 %</u>
TOTAL NON OPERATING INCOME	2,416.37	0.00%	48,959.59	1161.91%
NON OPERATING EXPENSE				
6000 NON-OPERATING EXPENSES				
6002 Funds Transf. to Res. from Oper.	-2,416.37	0.00 %	-15,031.76	-356.73 %
6000 Total NON-OPERATING EXPENSES	<u>-2,416.37</u>	<u>0.00 %</u>	<u>-15,031.76</u>	<u>-356.73 %</u>
TOTAL NON OPERATING EXPENSE	-2,416.37	0.00%	-15,031.76	-356.73%
Net Income	<u>-11,680.46</u>	<u>0.00 %</u>	<u>-111,650.94</u>	<u>-2649.71 %</u>
Net cash provided by Operating Activities	-11,680.46		-111,650.94	
Net cash increase for period	<u>-11,680.46</u>		<u>-111,650.94</u>	
Cash at beginning of period	<u>-766,740.54</u>		<u>-666,770.06</u>	
Cash at end of period	<u><u>-778,421.00</u></u>		<u><u>-778,421.00</u></u>	

Budget Comparison

Property: Overlook Homeowners Association

Comparison Periods: 10/01/22 - 10/31/22 and 01/01/22 - 10/31/22 (cash basis)

	Actual 10/01/22 - 10/31/22	Budget 10/22 - 10/22	\$ Change	% Change	Actual YTD 01/01/22 - 10/31/22	Budget YTD 01/22 - 10/22	\$ Change	% Change
ASSETS								
Bank								
1000 Overlook OLD Oper. Acct INB	-6,503.95	0.00	-6,503.95		-6,503.95	0.00	-6,503.95	
1001 Overlook HOA Oper. Trust Acct FIB	-774,333.42	0.00	-774,333.42		-774,333.42	0.00	-774,333.42	
1003 Overlook Reserve Trust Acct FIB	2,416.37	0.00	2,416.37		2,416.37	0.00	2,416.37	
Total Bank	-778,421.00	0.00	-778,421.00		-778,421.00	0.00	-778,421.00	
TOTAL ASSETS	-778,421.00	0.00	-778,421.00		-778,421.00	0.00	-778,421.00	
LIABILITIES & EQUITY								
Equity								
Equity								
3000 Net Income	-99,970.48	0.00	-99,970.48		0.00	0.00	0.00	
3001 Retained Earnings	-666,770.06	0.00	-666,770.06		-666,770.06	0.00	-666,770.06	
Total Equity	-766,740.54	0.00	-766,740.54		-666,770.06	0.00	-666,770.06	
Income								
4100 INCOME								
4101 HOA DUES								
2201 Prepays	0.00	0.00	0.00		4,513.71	0.00	4,513.71	
4101 Other HOA DUES	0.00	13,900.00	-13,900.00	-100.0 %	0.00	63,040.00	-63,040.00	-100.0 %
4101 Total HOA DUES	0.00	13,900.00	-13,900.00	-100.0 %	4,513.71	63,040.00	-58,526.29	-92.8 %
4102 JORDAN LANE FEES								
4104 JL - Snow Removal	0.00	150.00	-150.00	-100.0 %	0.00	1,500.00	-1,500.00	-100.0 %
4105 JL - Upgrade Lrgr Trash Can	0.00	13.44	-13.44	-100.0 %	0.00	134.40	-134.40	-100.0 %
4106 JL - Utility Fees	0.00	2,950.00	-2,950.00	-100.0 %	0.00	29,500.00	-29,500.00	-100.0 %
4116 JL - Private Dr Res Assessme	0.00	85.01	-85.01	-100.0 %	0.00	850.18	-850.18	-100.0 %
4121 JL - PUD Res Assessment	0.00	243.75	-243.75	-100.0 %	0.00	2,437.50	-2,437.50	-100.0 %
4126 JL - Private Dr Snow Removal	0.00	60.00	-60.00	-100.0 %	0.00	600.00	-600.00	-100.0 %
4102 Total JORDAN LANE FEES	0.00	3,502.20	-3,502.20	-100.0 %	0.00	35,022.08	-35,022.08	-100.0 %
4107 LOWER WEST BOLAN FEES								
4108 LWB - Snow Removal	0.00	330.00	-330.00	-100.0 %	0.00	1,320.00	-1,320.00	-100.0 %
4118 LWB - Private Dr Res Assessn	0.00	467.50	-467.50	-100.0 %	0.00	1,870.00	-1,870.00	-100.0 %
4107 Total LOWER WEST BOLAN F	0.00	797.50	-797.50	-100.0 %	0.00	3,190.00	-3,190.00	-100.0 %
4109 MENAUL COURT FEES								
4112 MC - Utility Fees	0.00	1,700.00	-1,700.00	-100.0 %	0.00	17,000.00	-17,000.00	-100.0 %
4115 MC - Snow Removal	0.00	110.00	-110.00	-100.0 %	0.00	1,100.00	-1,100.00	-100.0 %
4119 MC - Lift Station Res Assessm	0.00	162.91	-162.91	-100.0 %	0.00	1,629.10	-1,629.10	-100.0 %
4122 MC - PUD Res Assessment	0.00	178.75	-178.75	-100.0 %	0.00	1,787.50	-1,787.50	-100.0 %
4109 Total MENAUL COURT FEES	0.00	2,151.66	-2,151.66	-100.0 %	0.00	21,516.60	-21,516.60	-100.0 %
4113 UPPER WEST BOLAN FEES								

	Actual 10/01/22 - 10/31/22	Budget 10/22 - 10/22	\$ Change	% Change	Actual YTD 01/01/22 - 10/31/22	Budget YTD 01/22 - 10/22	\$ Change	% Change
4114 UWB - Snow Removal	0.00	300.00	-300.00	-100.0 %	0.00	1,200.00	-1,200.00	-100.0 %
4120 UWB - Private Dr Res Assessr	0.00	425.00	-425.00	-100.0 %	0.00	1,700.00	-1,700.00	-100.0 %
4113 Total UPPER WEST BOLAN F	0.00	725.00	-725.00	-100.0 %	0.00	2,900.00	-2,900.00	-100.0 %
4123 ANTON COURT FEES								
4124 AC - Private Dr Res Assessme	0.00	255.00	-255.00	-100.0 %	0.00	1,020.00	-1,020.00	-100.0 %
4125 AC - Snow Removal	0.00	180.00	-180.00	-100.0 %	0.00	720.00	-720.00	-100.0 %
4123 Total ANTON COURT FEES	0.00	435.00	-435.00	-100.0 %	0.00	1,740.00	-1,740.00	-100.0 %
4150 CA RESERVE ASSESSMENTS								
4151 Com Area Res Assessment	0.00	1,612.38	-1,612.38	-100.0 %	0.00	7,392.00	-7,392.00	-100.0 %
4150 Total CA RESERVE ASSESSM	0.00	1,612.38	-1,612.38	-100.0 %	0.00	7,392.00	-7,392.00	-100.0 %
4100 Total INCOME	0.00	23,123.74	-23,123.74	-100.0 %	4,513.71	134,800.68	-130,286.97	-96.7 %
4200 OTHER PROPERTY INCOME								
4203 Lien Fees	0.00	0.00	0.00		-300.00	0.00	-300.00	
4200 Total OTHER PROPERTY INCOM	0.00	0.00	0.00		-300.00	0.00	-300.00	
Total Income	0.00	23,123.74	-23,123.74	-100.0 %	4,213.71	134,800.68	-130,586.97	-96.9 %
Non Operating Income								
7000 NON-OPERATING INCOME								
7002 Funds Transf. from Res. to Oper.	0.00	0.00	0.00		48,583.59	0.00	48,583.59	
7004 Funds Transf. from Oper. to Res.	2,416.37	0.00	2,416.37		376.00	0.00	376.00	
7000 Total NON-OPERATING INCOME	2,416.37	0.00	2,416.37		48,959.59	0.00	48,959.59	
Total Non Operating Income	2,416.37	0.00	2,416.37		48,959.59	0.00	48,959.59	
Expense								
5000 EXPENSES								
5001 MAINTENANCE EXPENSES								
5004 Plumbing Materials	0.00	0.00	0.00		0.00	175.00	-175.00	-100.0 %
5005 Plumbing Contract	0.00	0.00	0.00		803.64	1,225.00	-421.36	-34.4 %
5022 Maintenance Miscellaneous	0.00	75.00	-75.00	-100.0 %	984.14	4,750.00	-3,765.86	-79.3 %
5023 Maintenance Engineer	960.00	225.00	735.00	326.7 %	5,502.50	2,650.00	2,852.50	107.6 %
5001 Total MAINTENANCE EXPEN	960.00	300.00	660.00	220.0 %	7,290.28	8,800.00	-1,509.72	-17.2 %
5100 LANDSCAPING								
5101 Lawn Mowing	681.25	525.00	156.25	29.8 %	3,270.00	3,150.00	120.00	3.8 %
5102 Sprinkler Materials	87.20	300.00	-212.80	-70.9 %	2,876.03	900.00	1,976.03	219.6 %
5103 Pruning	0.00	500.00	-500.00	-100.0 %	538.73	2,200.00	-1,661.27	-75.5 %
5105 Spray/Fertilization	817.50	300.00	517.50	172.5 %	2,587.07	2,050.00	537.07	26.2 %
5110 Landscaping Other	1,226.25	250.00	976.25	390.5 %	6,673.11	3,850.00	2,823.11	73.3 %
5100 Total LANDSCAPING	2,812.20	1,875.00	937.20	50.0 %	15,944.94	12,150.00	3,794.94	31.2 %
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 %
5156 Street Repair Contract	0.00	0.00	0.00		48,583.59	0.00	48,583.59	
5150 Total STREETS & SIDEWALK	0.00	0.00	0.00		51,837.40	4,600.00	47,237.40	1,026.9 %
5300 UTILITIES								
5304 Water	190.31	200.00	-9.69	-4.8 %	2,552.73	2,700.00	-147.27	-5.5 %
5306 Refuse	230.72	0.00	230.72		414.43	0.00	414.43	
5309 Jordan Ln Util-water,sewer,refu	3,333.27	2,950.00	383.27	13.0 %	29,229.67	29,500.00	-270.33	-0.9 %

	Actual 10/01/22 - 10/31/22	Budget 10/22 - 10/22	\$ Change	% Change	Actual YTD 01/01/22 - 10/31/22	Budget YTD 01/22 - 10/22	\$ Change	% Change
5310 Menaul Ct Util-water,sewer,ref	2,207.94	1,700.00	507.94	29.9 %	16,498.50	17,000.00	-501.50	-3.0 %
5311 Lincoln Wy Util-water, sewer,ref	0.00	0.00	0.00		127.65	0.00	127.65	
5300 Total UTILITIES	5,962.24	4,850.00	1,112.24	22.9 %	48,822.98	49,200.00	-377.02	-0.8 %
5400 TAX & LICENSES								
5401 Real Estate Taxes	0.00	0.00	0.00		70.50	55.00	15.50	28.2 %
5405 Lien Filing Fee	0.00	0.00	0.00		487.07	0.00	487.07	
5400 Total TAX & LICENSES	0.00	0.00	0.00		557.57	55.00	502.57	913.8 %
5600 ADMINISTRATIVE								
5601 Property Management Fee	1,750.00	1,750.00	0.00	0.0 %	17,250.00	17,250.00	0.00	0.0 %
5602 Legal Fees	0.00	0.00	0.00		500.00	0.00	500.00	
5603 Accounting Fees	38.52	32.00	6.52	20.4 %	783.33	745.00	38.33	5.1 %
5605 Meeting Expenses	0.00	0.00	0.00		0.00	165.00	-165.00	-100.0 %
5606 Audit	0.00	0.00	0.00		0.00	7,000.00	-7,000.00	-100.0 %
5607 Qualchan HOA Monthly Fee	157.50	157.50	0.00	0.0 %	1,575.00	1,575.00	0.00	0.0 %
5610 Other Admin Exp	0.00	0.00	0.00		1,635.00	210.00	1,425.00	678.6 %
5600 Total ADMINISTRATIVE	1,946.02	1,939.50	6.52	0.3 %	21,743.33	26,945.00	-5,201.67	-19.3 %
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 %
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		59.98	0.00	59.98	
5700 Total OFFICE	0.00	0.00	0.00		59.98	0.00	59.98	
5000 Total EXPENSES	11,680.46	8,964.50	2,715.96	30.3 %	149,792.48	105,286.00	44,506.48	42.3 %
Total Expense	11,680.46	8,964.50	2,715.96	30.3 %	149,792.48	105,286.00	44,506.48	42.3 %
Non Operating Expense								
6000 NON-OPERATING EXPENSES								
6002 Funds Transf. to Res. from Oper.	2,416.37	3,458.65	-1,042.28	-30.1 %	15,031.76	18,969.70	-3,937.94	-20.8 %
6000 Total NON-OPERATING EXPENSES	2,416.37	3,458.65	-1,042.28	-30.1 %	15,031.76	18,969.70	-3,937.94	-20.8 %
Total Non Operating Expense	2,416.37	3,458.65	-1,042.28	-30.1 %	15,031.76	18,969.70	-3,937.94	-20.8 %
Total Equity	-778,421.00	10,700.59	-789,121.59	-7,374.6 %	-778,421.00	10,544.98	-788,965.98	-7,481.9 %
TOTAL LIABILITIES & EQUITY	-778,421.00	10,700.59	-789,121.59	-7,374.6 %	-778,421.00	10,544.98	-788,965.98	-7,481.9 %