

OPERATING ACCOUNT - FOUNDATION BANK

BEGINNING BALANCE			\$13,340.90
	Homeowner Assessments	19,369.69	
	Prepaid Assessments	9,017.86	
	Guest Suite Income	200.00	
	Total Receipts	<u>28,587.55</u>	
	Operating Expenses Paid	(26,795.36)	
	Transfer to Maintenance Reserve	(6,591.67)	
	Loan Payable to Reserves Funded	(5,000.00)	
	Bank Charges	0.00	
	Total Disbursements	<u>(38,387.03)</u>	
ENDING BALANCE			<u><u>\$3,541.42</u></u>

MAINTENANCE RESERVE - FOUNDATION BANK

BEGINNING BALANCE			\$118,703.38
	Reserve Transfer	6,591.67	
	Repayment of Loan to Operating	5,000.00	
	Interest	35.22	
	Total Receipts	<u>11,626.89</u>	
	Expenses:		
	Rainier Asphalt & Concrete	(1,478.25)	
	Total Disbursements	<u>(1,478.25)</u>	
ENDING BALANCE			<u><u>\$128,852.02</u></u>

**Balance Sheet**

**As of December 31, 2015**

**ASSETS**

**Current Assets**

**Operating Accounts**

Cash - Checking	3,541.42
Assessments Receivable	26,552.91
Prepaid Insurance	24,684.51

**Total Operating Accounts**

**54,778.84**

**Reserve Accounts**

Maintenance Reserve	128,852.02
A/R due from Operations	32,997.08

**Total Reserve Accounts**

**161,849.10**

**Total Assets**

**216,627.94**

**LIABILITY & HOMEOWNERS EQUITY**

**Operating Liabilities**

Prepaid Assessments	11,609.39
Accounts Payable	32,997.08

**Total Operating Liabilities**

**44,606.47**

**Reserve Liabilities**

Accrued Expenses - RR	306.92
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**Total Reserve Liabilities**

**306.92**

**Homeowner Equity**

Excess of Rev over Exp	(62,527.59)
Retained Earnings	234,242.14

**Total Homeowner Equity**

**171,714.55**

**Total Liability & Homeowners Equity**

**216,627.94**

## DayBreak at Issaquah Ridge Owners Association

### Income and Expense Statement

January 1, 2015 Through December 31, 2015

For the Month Ending December 31, 2015

ACCOUNTING  
DEPARTMENT

	<u>Current Budget</u>	<u>Current Actual</u>	<u>Current Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Variance</u>
<b>Operating Revenue</b>						
Homeowner Fees	27,540	27,540	0	315,732	315,733	1
Transfer to Reserves	(6,592)	(6,592)	0	(79,100)	(79,100)	0
Late Fees/Fines	0	75	75	0	625	625
Rule Violation	0	0	0	0	1,100	1,100
Other Income	0	200	200	0	200	200
Insurance Claim Reimbursement	0	0	0	0	16,474	16,474
<b>Total Operating Revenue</b>	<b>20,948</b>	<b>21,223</b>	<b>275</b>	<b>236,632</b>	<b>255,032</b>	<b>18,400</b>
<b>Operating Expenses</b>						
<b>Maintenance Exp.</b>						
General Repair & Maint.	1,000	74	926	12,000	36,410	(24,410)
Janitorial	675	739	(64)	8,100	9,012	(912)
Landscape Other	42	0	42	504	1,212	(708)
Landscape Contract	1,700	1,862	(162)	20,400	22,338	(1,938)
Window/Gutter Cleaning	250	2,738	(2,488)	3,000	3,148	(148)
Fire/Life/Safety Monitor.	833	735	98	10,000	11,435	(1,435)
Dryer Vent Cleaning	167	0	167	2,000	2,949	(949)
Pest Control	42	308	(266)	500	2,102	(1,602)
<b>Total Maintenance Exp.</b>	<b>4,709</b>	<b>6,456</b>	<b>(1,747)</b>	<b>56,504</b>	<b>88,606</b>	<b>(32,102)</b>
<b>Service/Utility Exp.</b>						
Electricity	400	469	(69)	4,800	4,130	670
Water	1,208	2,204	(996)	14,500	14,331	169
Sewer	1,167	3,767	(2,600)	14,000	17,227	(3,227)
Garbage	1,583	1,655	(72)	19,000	19,770	(770)
Irrigation Water	750	52	698	9,000	16,963	(7,963)
Metro Sewer	2,167	5,263	(3,096)	26,000	31,424	(5,424)
Storm Drainage	833	0	833	10,000	8,939	1,061
<b>Total Service/Utility Exp.</b>	<b>8,108</b>	<b>13,410</b>	<b>(5,302)</b>	<b>97,300</b>	<b>112,784</b>	<b>(15,484)</b>
<b>Administrative Exp.</b>						
Office Expenses	250	785	(535)	3,000	5,969	(2,969)
Management Fee	1,860	1,899	(39)	22,324	22,295	29
Legal	333	212	121	4,000	2,926	1,074
Insurance Premium	4,943	4,981	(38)	47,024	48,251	(1,227)
Master Association Dues	210	0	210	2,519	0	2,519

## DayBreak at Issaquah Ridge Owners Association

### Income and Expense Statement

January 1, 2015 Through December 31, 2015

For the Month Ending December 31, 2015

ACCOUNTING  
DEPARTMENT

	<u>Current Budget</u>	<u>Current Actual</u>	<u>Current Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Variance</u>
Licenses & Permits	1	0	1	10	10	0
Audit / Tax Return	120	0	120	1,440	1,520	(80)
Reserve Study	100	0	100	1,200	0	1,200
<b>Total Administrative Exp.</b>	<u>7,817</u>	<u>7,877</u>	<u>(60)</u>	<u>81,517</u>	<u>80,971</u>	<u>546</u>
<b>Total Operating Expenses</b>	<u>20,634</u>	<u>27,743</u>	<u>(7,109)</u>	<u>235,321</u>	<u>282,361</u>	<u>(47,040)</u>
<b>Operating Gain(Loss)</b>	<u>314</u>	<u>(6,520)</u>	<u>(6,834)</u>	<u>1,311</u>	<u>(27,329)</u>	<u>(28,640)</u>
<b>Reserve Revenue</b>						
Major Maintenance Assess	6,592	6,592	0	79,100	79,100	0
Interest Income - Reserve	83	35	(48)	1,000	528	(472)
<b>Total Reserve Revenue</b>	<u>6,675</u>	<u>6,627</u>	<u>(48)</u>	<u>80,100</u>	<u>79,628</u>	<u>(472)</u>
<b>Reserve Expenses</b>						
Major Maintenance Expense	7,500	1,478	6,022	90,000	114,828	(24,828)
<b>Total Reserve Expenses</b>	<u>7,500</u>	<u>1,478</u>	<u>6,022</u>	<u>90,000</u>	<u>114,828</u>	<u>(24,828)</u>
<b>Reserve Gain(Loss)</b>	<u>(825)</u>	<u>5,149</u>	<u>5,974</u>	<u>(9,900)</u>	<u>(35,200)</u>	<u>(25,300)</u>
<b>Total Gain(Loss)</b>	<u>(511)</u>	<u>(1,371)</u>	<u>(860)</u>	<u>(8,589)</u>	<u>(62,529)</u>	<u>(53,940)</u>

**Date Range : 12/1/2015 To 12/31/2015 For Cash Account 1**

Check	Check Date	Vendor	Vendor Name	Vch #	Invoice Number	Invoice Date	Gross Amount	Discount	Net Amount	Check Amount
003118	12/01/2015	1KMM	Kappes Miller Management	03019	20155908	12/01/2015	1,899.40	0.00	1,899.40	1,899.40
003120	12/09/2015	1CPFI	Columbia Pacific Finance, LLC	03024	1038-197640	12/09/2015	3,701.40	0.00	3,701.40	3,701.40
003121	12/11/2015	1ARMP	Law Offices of Patricia Army, LLC	03020	2207	12/09/2015	225.00	0.00	225.00	225.00
003122	12/11/2015	1BUIM	Building Maintenance Services, Inc.	03021	1978	12/09/2015	73.91	0.00	73.91	73.91
003123	12/11/2015	1EATI	Earth Tech Industries, LLC	03022	21112397	12/09/2015	1,861.50	0.00	1,861.50	1,861.50
003124	12/11/2015	1HAIP	Hanis Irvine Prothero, PLLC	03023	84370	12/09/2015	211.50	0.00	211.50	211.50
003125	12/11/2015	1INNS	Innovative Systems Tech, Inc.	03025	12308	12/09/2015	735.00	0.00	735.00	735.00
003126	12/11/2015	1KINC	King County Treasury Division	03029	1742056	12/09/2015	483.84	0.00	483.84	
				03030	1742026	12/09/2015	483.84	0.00	483.84	
				03031	1741996	12/09/2015	725.76	0.00	725.76	
<b>Total for Check Number 003126</b>							<b>1,693.44</b>	<b>0.00</b>	<b>1,693.44</b>	<b>1,693.44</b>
003127	12/11/2015	1KMM	Kappes Miller Management	03026	20156098	12/09/2015	139.62	0.00	139.62	
				03027	20156016	12/09/2015	120.53	0.00	120.53	
				03028	20156114	12/09/2015	51.69	0.00	51.69	
<b>Total for Check Number 003127</b>							<b>311.84</b>	<b>0.00</b>	<b>311.84</b>	<b>311.84</b>
003128	12/11/2015	1RECC	Recology Cleanscapes	03033	1727031	12/09/2015	1,655.06	0.00	1,655.06	1,655.06
003129	12/11/2015	1WILL	Willards Pest Control	03034	147574	12/09/2015	153.96	0.00	153.96	153.96
003130	12/30/2015	1BUIM	Building Maintenance Services, Inc.	03035	1991	12/23/2015	739.13	0.00	739.13	739.13
003131	12/30/2015	1DBKR	DayBreak Maintenance Res.	02760		12/01/2015	6,591.67	0.00	6,591.67	6,591.67
003132	12/30/2015	1KMM	Kappes Miller Management	03036	20156177	12/23/2015	20.59	0.00	20.59	
				03037	20156352	12/23/2015	188.37	0.00	188.37	
				03038	20156273	12/23/2015	217.42	0.00	217.42	
				03039	20156426	12/23/2015	89.56	0.00	89.56	
				03040	20156442	12/23/2015	64.75	0.00	64.75	
<b>Total for Check Number 003132</b>							<b>580.69</b>	<b>0.00</b>	<b>580.69</b>	<b>580.69</b>
003133	12/30/2015	1PSE	Puget Sound Energy	03041	11/6-12/6 (7 inv)	12/23/2015	469.00	0.00	469.00	469.00
003134	12/30/2015	1SAMM	Sammamish Plateau	03044	10/19-12/7 (8 inv)	12/28/2015	9,593.07	0.00	9,593.07	9,593.07
003135	12/30/2015	1TCQS	TC Quality Services, Inc	03042	14-5544	12/23/2015	2,737.50	0.00	2,737.50	2,737.50
003136	12/30/2015	1WILL	Willards Pest Control	03043	149260	12/23/2015	153.96	0.00	153.96	153.96
003138	12/31/2015	1DBKR	DayBreak Maintenance Res.	02985	9.30 Reimb	09/30/2015	5,000.00	0.00	5,000.00	5,000.00
<b>Cash Account 1 Totals</b>							<b>38,387.03</b>	<b>0.00</b>	<b>38,387.03</b>	<b>38,387.03</b>
000062	12/11/2015	1RAIA	Rainier Asphalt & Concrete	03032	6155	12/09/2015	1,478.25	0.00	1,478.25	1,478.25
<b>Cash Account 3 Totals</b>							<b>1,478.25</b>	<b>0.00</b>	<b>1,478.25</b>	<b>1,478.25</b>
<b>Property/Company Totals for DayBreak at Issaquah Ridge Owners Assoc</b>							<b>39,865.28</b>	<b>0.00</b>	<b>39,865.28</b>	<b>39,865.28</b>

<u>GL Account/ Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Invoice No.</u>	<u>Check No.</u>	<u>Amount</u>	<u>Account Total</u>
<b>0250-0000 Prepaid Insurance</b>						
03024	1CPFI - Columbia Pacific Finance, LLC	Insurance	1038-197640	003120	\$3,701.40	\$3,701.40
<b>1310-0000 Maintenance Reserve</b>						
02760	1DBKR - DayBreak Maintenance Res.	reserve transfer		003131	\$6,591.67	\$6,591.67
<b>5220-0000 General Repair &amp; Maint.</b>						
03021	1BUIM - Building Maintenance Services, Ii	Adjust Timer due to power outage	1978	003122	\$73.91	\$73.91
<b>5240-0000 Janitorial</b>						
03035	1BUIM - Building Maintenance Services, Ii	Janitorial December	1991	003130	\$739.13	\$739.13
<b>5320-0000 Landscape Contract</b>						
03022	1EATI - Earth Tech Industries, LLC	Landscaping	21112397	003123	\$1,861.50	\$1,861.50
<b>5350-0000 Window/Gutter Cleaning</b>						
03042	1TCQS - TC Quality Services, Inc	Roof/Gutter Cleaning	14-5544	003135	\$2,737.50	\$2,737.50
<b>5360-0000 Fire/Life/Safety Monitor.</b>						
03025	1INNS - Innovative Systems Tech, Inc.	Fire Alarm Monitoring	12308	003125	\$735.00	\$735.00
<b>5420-0000 Pest Control</b>						
03034	1WILL - Willards Pest Control	Pest Control	147574	003129	153.96	
03043	1WILL - Willards Pest Control	Pest Control	149260	003136	\$153.96	\$307.92
<b>5510-0000 Electricity</b>						
03041	1PSE - Puget Sound Energy	Electricity 11/6-12/6 (7 inv)	11/6-12/6 (7 inv)	003133	\$469.00	\$469.00
<b>5520-0000 Water</b>						
03044	1SAMM - Sammamish Plateau	Utilities 10/19-12/7 (8 inv)	10/19-12/7 (8 inv)	003134	\$2,204.13	\$2,204.13
<b>5530-0000 Sewer</b>						
03044	1SAMM - Sammamish Plateau	Utilities 10/19-12/7 (8 inv)	10/19-12/7 (8 inv)	003134	\$3,767.40	\$3,767.40
<b>5540-0000 Garbage</b>						
03033	1RECC - Recology Cleanscapes	Garbage	1727031	003128	\$1,655.06	\$1,655.06
<b>5550-0000 Irrigation Water</b>						
03044	1SAMM - Sammamish Plateau	Utilities 10/19-12/7 (8 inv)	10/19-12/7 (8 inv)	003134	\$51.78	\$51.78
<b>5560-0000 Metro Sewer</b>						
03029	1KINC - King County Treasury Division	6/1-11/30 Sewer Capacity Charge	1742056	003126	483.84	

<u>GL Account/ Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Invoice No.</u>	<u>Check No.</u>	<u>Amount</u>	<u>Account Total</u>
03030	1KINC - King County Treasury Division	6/1-11/30 Sewer Capacity Charge	1742026	003126	483.84	
03031	1KINC - King County Treasury Division	6/1-11/30 Sewer Capacity Charge	1741996	003126	725.76	
03044	1SAMM - Sammamish Plateau	Utilities 10/19-12/7 (8 inv)	10/19-12/7 (8 inv)	003134	\$3,569.76	\$5,263.20
<b>5710-0000 Office Expenses</b>						
03026	1KMM - Kappes Miller Management	Comm Mailing	20156098	003127	139.62	
03027	1KMM - Kappes Miller Management	Archive Box Storage	20156016	003127	120.53	
03028	1KMM - Kappes Miller Management	DLF	20156114	003127	51.69	
03036	1KMM - Kappes Miller Management	11/15 Bank Analysis Charge	20156177	003132	20.59	
03037	1KMM - Kappes Miller Management	Envelopes & Postage	20156352	003132	188.37	
03038	1KMM - Kappes Miller Management	Copies	20156273	003132	217.42	
03039	1KMM - Kappes Miller Management	Comm Mailing - 2016 Coupon Books	20156426	003132	89.56	
03040	1KMM - Kappes Miller Management	Comm Mailing - 2016 ACH & Dues	20156442	003132	\$64.75	\$892.53
<b>5711-0000 Management Fee</b>						
03019	1KMM - Kappes Miller Management	Management Fee - December 2015	20155908	003118	\$1,899.40	\$1,899.40
<b>5730-0000 Legal</b>						
03020	1ARMP - Law Offices of Patricia Army, LL	C-203	2207	003121	225.00	
03023	1HAIP - Hanis Irvine Prothero, PLLC	General Legal	84370	003124	\$211.50	\$436.50
<b>7110-0000 Major Maintenance Expense</b>						
03032	1RAIA - Rainier Asphalt & Concrete	Placement of comm extruded curbing	6155	000062	\$1,478.25	\$1,478.25
					<b>Distribution Total</b>	<u><u>\$34,865.28</u></u>

**Account Summary**

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
<b>0250-0000</b>	<b>Prepaid Insurance</b>	<b>3,701.40</b>	
<b>1310-0000</b>	<b>Maintenance Reserve</b>	<b>6,591.67</b>	
<b>5220-0000</b>	<b>General Repair &amp; Maint.</b>	<b>73.91</b>	
<b>5240-0000</b>	<b>Janitorial</b>	<b>739.13</b>	
<b>5320-0000</b>	<b>Landscape Contract</b>	<b>1,861.50</b>	
<b>5350-0000</b>	<b>Window/Gutter Cleaning</b>	<b>2,737.50</b>	
<b>5360-0000</b>	<b>Fire/Life/Safety Monitor.</b>	<b>735.00</b>	
<b>5420-0000</b>	<b>Pest Control</b>	<b>307.92</b>	
<b>5510-0000</b>	<b>Electricity</b>	<b>469.00</b>	

**DayBreak at Issaquah Ridge Owners Association**  
**AP Expense Distribution**  
**For Cash Account : All**  
**From 12/1/2015 To 12/31/2015**

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
5520-0000	Water	2,204.13	
5530-0000	Sewer	3,767.40	
5540-0000	Garbage	1,655.06	
5550-0000	Irrigation Water	51.78	
5560-0000	Metro Sewer	5,263.20	
5710-0000	Office Expenses	892.53	
5711-0000	Management Fee	1,899.40	
5730-0000	Legal	436.50	
7110-0000	Major Maintenance Expense	1,478.25	
0110-0000	Checking		33,387.03
1310-0000	Replacement		1,478.25
		<u>34,865.28</u>	<u>34,865.28</u>



**DayBreak at Issaquah Ridge Owners Association**  
**For Cash Account : ALL**  
**From Earliest to 12/31/15**  
**AP Voucher Report**

<u>Vendor / Voucher</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Invoice Due Date</u>	<u>Invoice Amount</u>	<u>Discount Date</u>	<u>Discount Amount</u>	<u>Check Number</u>	<u>Check Date</u>	<u>PO Number / Posted / On Hold</u>	<u>Paid To Date / Recurring/Freq/Stop</u>
<b>1DBKR: DayBreak Maintenance Res.</b>										
<b>02463</b>	12/1/2014		12/31/2014	6,630.40		0.00				0.00
				reserve transfer					Yes Yes	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>6,630.40</i>		
<b>02750</b>	2/1/2015		2/28/2015	6,591.67		0.00				0.00
				reserve transfer					Yes Yes	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>6,591.67</i>		
<b>02751</b>	3/1/2015		3/31/2015	6,591.67		0.00				0.00
				reserve transfer					Yes Yes	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>6,591.67</i>		
<b>02752</b>	4/1/2015		4/30/2015	6,591.67		0.00				0.00
				reserve transfer					Yes No	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>6,591.67</i>		
<b>02757</b>	9/1/2015		9/30/2015	6,591.67		0.00				0.00
				reserve transfer					Yes No	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>6,591.67</i>		
	Vendor Open Amount									<u><u>32,997.08</u></u>

**DayBreak at Issaquah Ridge Owners Association**  
**For Cash Account : ALL**  
**From Earliest to 12/31/15**  
**AP Voucher Report**

<u>Vendor / Voucher</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Invoice Due Date</u>	<u>Invoice Amount</u>	<u>Discount Date</u>	<u>Discount Amount</u>	<u>Check Number</u>	<u>Check Date</u>	<u>PO Number/ Posted / On Hold</u>	<u>Paid To Date/ Recurring/Freq/Stop</u>
<b><u>Company Recap</u></b>										
				Total Posted Invoices						32,997.08
				Total Posted Payments						0.00
				Total Posted Discounts Taken						0.00
				Net Posted Payments						0.00
				Open Posted AP						32,997.08
				New Unposted Invoices						0.00
				Total Unposted Payments						0.00
				Total Unposted Discounts Taken						0.00
				Net Unposted Payments						0.00
				Open Unposted AP						0.00
				Total Open AP						32,997.08
				Total Invoice Amounts						32,997.08
				Total Distributions						32,997.08
				Difference						0.00