

OPERATING ACCOUNT - HERITAGE BANK

BEGINNING BALANCE			\$12,187.46
	Homeowner Assessments	32,784.79	
	Prepaid Assessments	2,660.04	
	Delinquent Letter Fee	47.00	
	Late Fee	50.00	
	Insurance Deductible	590.68	
	Total Receipts	<u>36,132.51</u>	
	Operating Expenses Paid	(26,784.30)	
	Transfer to Maintenance Reserve	<u>(13,175.00)</u>	
	Total Disbursements	<u>(39,959.30)</u>	
ENDING BALANCE			<u><u>\$8,360.67</u></u>

MAINTENANCE RESERVE - COLUMBIA BANK

BEGINNING BALANCE			\$193,649.78
	Reserve Transfer	13,175.00	
	Interest	81.90	
	Total Receipts	<u>13,256.90</u>	
	Expenses:		
	None	0.00	
	Total Disbursements	<u>0.00</u>	
ENDING BALANCE			<u><u>\$206,906.68</u></u>

**Balance Sheet**  
**As of February 28, 2019**

**ASSETS**

**Current Assets**

**Operating Accounts**

Operating	8,360.67
Assessments Receivable	99,379.82
Prepaid Insurance	15,645.56

**Total Operating Accounts**

123,386.05

**Reserve Accounts**

Maintenance Reserve	206,906.68
A/R due from Operations	6,850.00

**Total Reserve Accounts**

213,756.68

**Total Assets**

337,142.73

**LIABILITY & HOMEOWNERS EQUITY**

**Operating Liabilities**

Prepaid Assessments	13,780.58
Accounts Payable	7,651.10

**Total Operating Liabilities**

21,431.68

**Homeowner Equity**

Excess of Rev over Exp	39,991.23
Retained Earnings	281,971.34
Prior Year Income/Expense	(6,251.52)

**Total Homeowner Equity**

315,711.05

**Total Liability & Homeowners Equity**

337,142.73

## DayBreak at Issaquah Ridge Owners Association

### Income and Expense Statement

January 1, 2019 Through December 31, 2019

For the Month Ending February 28, 2019

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	32,830	32,830	0	65,660	65,660	0
Transfer to Reserves	(6,850)	(6,850)	0	(13,700)	(13,700)	0
Late Fees/Fines	0	0	0	0	25	25
Insurance Claim Reimbursement	0	15,000	15,000	0	15,000	15,000
<b>Total Operating Revenue</b>	<b>25,980</b>	<b>40,980</b>	<b>15,000</b>	<b>51,960</b>	<b>66,985</b>	<b>15,025</b>
<b>Operating Expenses</b>						
<b>Maintenance Exp.</b>						
General Repair & Maint.	1,250	3,283	(2,033)	2,500	3,694	(1,194)
Janitorial	750	0	750	1,500	780	720
Landscape Other	625	0	625	1,250	0	1,250
Landscape Contract	1,813	1,760	53	3,626	3,520	106
Pressure Washing	767	0	767	1,533	0	1,533
Fire/Life/Safety Monitor.	1,333	175	1,158	2,667	350	2,317
Dryer Vent Cleaning	150	0	150	300	0	300
Pest Control	238	172	66	477	344	133
Gutter Cleaning	333	0	333	667	0	667
Window Cleaning	333	0	333	667	0	667
Insured/Uninsured Claims	833	0	833	1,667	0	1,667
<b>Total Maintenance Exp.</b>	<b>8,425</b>	<b>5,390</b>	<b>3,035</b>	<b>16,854</b>	<b>8,688</b>	<b>8,166</b>
<b>Service/Utility Exp.</b>						
Electricity	188	247	(59)	376	488	(112)
Water	2,717	4,422	(1,705)	5,434	4,422	1,012
Sewer	4,130	4,164	(34)	8,260	4,164	4,096
Garbage	1,962	1,970	(8)	3,923	1,970	1,953
Metro Sewer	0	4,390	(4,390)	0	4,390	(4,390)
Storm Drainage	876	0	876	1,753	0	1,753
<b>Total Service/Utility Exp.</b>	<b>9,873</b>	<b>15,193</b>	<b>(5,320)</b>	<b>19,746</b>	<b>15,434</b>	<b>4,312</b>
<b>Administrative Exp.</b>						
Office Expenses	208	466	(258)	417	636	(219)

## DayBreak at Issaquah Ridge Owners Association

### Income and Expense Statement

January 1, 2019 Through December 31, 2019

For the Month Ending February 28, 2019

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>
Management Fee	2,016	2,019	(3)	4,032	4,038	(6)
Legal	125	0	125	250	0	250
Insurance Premium	4,394	3,911	483	8,788	7,891	897
Master Association Dues	250	0	250	500	4,177	(3,677)
Licenses & Permits	1	0	1	2	0	2
Bad Debt Expense	417	0	417	833	0	833
Audit / Tax Return	146	0	146	292	0	292
Reserve Study	125	0	125	250	0	250
<b>Total Administrative Exp.</b>	<b>7,682</b>	<b>6,396</b>	<b>1,286</b>	<b>15,364</b>	<b>16,742</b>	<b>(1,378)</b>
<b>Total Operating Expenses</b>	<b>25,980</b>	<b>26,979</b>	<b>(999)</b>	<b>51,964</b>	<b>40,864</b>	<b>11,100</b>
<b>Operating Gain(Loss)</b>	<b>0</b>	<b>14,001</b>	<b>14,001</b>	<b>(4)</b>	<b>26,121</b>	<b>26,125</b>
<b>Reserve Revenue</b>						
Major Maintenance Assess	6,850	6,850	0	13,700	13,700	0
Interest Income - Reserve	63	82	19	125	170	45
<b>Total Reserve Revenue</b>	<b>6,913</b>	<b>6,932</b>	<b>19</b>	<b>13,825</b>	<b>13,870</b>	<b>45</b>
<b>Reserve Expenses</b>						
Major Maintenance Expense	5,933	0	5,933	11,865	0	11,865
<b>Total Reserve Expenses</b>	<b>5,933</b>	<b>0</b>	<b>5,933</b>	<b>11,865</b>	<b>0</b>	<b>11,865</b>
<b>Reserve Gain(Loss)</b>	<b>980</b>	<b>6,932</b>	<b>5,952</b>	<b>1,960</b>	<b>13,870</b>	<b>11,910</b>
<b>Total Gain(Loss)</b>	<b>980</b>	<b>20,933</b>	<b>19,953</b>	<b>1,956</b>	<b>39,991</b>	<b>38,035</b>

Date Range : 2/1/2019 To 2/28/2019 For Cash Account 1

Check	Check Date	Vendor	Vendor Name	Vch #	Invoice Number	Invoice Date	Gross Amount	Discount	Net Amount	Check Amount
000476	02/07/2019	1AUW	Association Underwriters	04020	20190099	02/07/2019	4,106.95	0.00	4,106.95	4,106.95
000477	02/01/2019	1KMM	Kappes Miller Management	04018	20190502	02/01/2019	2,018.99	0.00	2,018.99	2,018.99
000478	02/12/2019	1BUMS	Building Maintenance Services, Inc.	04017	BMS-3184	02/06/2019	209.00	0.00	209.00	
				04021	BMS-3193	02/10/2019	779.62	0.00	779.62	
				<b>Total for Check Number 000478</b>			988.62	0.00	988.62	988.62
000479	02/12/2019	1CLES	Recology CleanScapes	04024	0002728121	01/31/2019	1,970.20	0.00	1,970.20	1,970.20
000480	02/12/2019	1EATI	Earth Tech Industries, LLC	04002	21119086	02/01/2019	1,760.00	0.00	1,760.00	1,760.00
000481	02/12/2019	1INNS	Innovative Systems Tech, Inc.	04016	19679	02/01/2019	175.00	0.00	175.00	175.00
000482	02/12/2019	1KMM	Kappes Miller Management	04022	20190595	02/07/2019	25.96	0.00	25.96	25.96
000483	02/12/2019	1PSE	Puget Sound Energy	04023	201902	02/05/2019	246.70	0.00	246.70	246.70
000484	02/12/2019	1SOAM	Amy Soto	04003	Order No. 60173250	01/31/2019	410.37	0.00	410.37	
				04025	2/11/19	02/11/2019	105.07	0.00	105.07	
				<b>Total for Check Number 000484</b>			515.44	0.00	515.44	515.44
000485	02/27/2019	1BUMS	Building Maintenance Services, Inc.	04027	BMS-3209	02/12/2019	332.20	0.00	332.20	
				04030	BMS-3232	02/21/2019	60.50	0.00	60.50	
				<b>Total for Check Number 000485</b>			392.70	0.00	392.70	392.70
000486	02/27/2019	1CCS	Condominium Construction Services, LLC	04028	20190049	01/22/2019	995.72	0.00	995.72	995.72
000487	02/27/2019	1DBKR	DayBreak Maintenance Res.	03717		10/01/2018	6,325.00	0.00	6,325.00	
				04004		01/01/2019	6,850.00	0.00	6,850.00	
				<b>Total for Check Number 000487</b>			13,175.00	0.00	13,175.00	13,175.00
000488	02/27/2019	1KMM	Kappes Miller Management	04029	20190678	02/15/2019	130.69	0.00	130.69	
				04031	20190688	02/21/2019	79.80	0.00	79.80	
				04032	20190762	02/21/2019	60.50	0.00	60.50	
				04033	20190835	02/21/2019	169.02	0.00	169.02	
				<b>Total for Check Number 000488</b>			440.01	0.00	440.01	440.01
000489	02/27/2019	1SAMM	Sammamish Plateau	04034	201902	02/15/2019	12,976.10	0.00	12,976.10	12,976.10
000490	02/27/2019	1WILL	Willards Pest Control	04026	235422	02/08/2019	171.91	0.00	171.91	171.91
<b>Cash Account 1 Totals</b>							<b>39,959.30</b>	<b>0.00</b>	<b>39,959.30</b>	<b>39,959.30</b>
<b>Property/Company Totals for DayBreak at Issaquah Ridge Owners Assoc</b>							<b>39,959.30</b>	<b>0.00</b>	<b>39,959.30</b>	<b>39,959.30</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>						
04020	1AUW - Association Underwriters	Insurance for Master Policy 6/12/18-6/12/19	20190099	000476	\$4,106.95	\$4,106.95
<b>1310-0000 Maintenance Reserve</b>						
04005	1DBKR - DayBreak Maintenance Res.	2019 Replacement Reserve			\$6,850.00	\$6,850.00
<b>5220-0000 General Repair &amp; Maint.</b>						
04037	1CCS - Condominium Construction Servi	Fridge Leak 1/25-2/25	20190118		801.10	
04017	1BUMS - Building Maintenance Services,	Spread Ice Melt Salt throughout Walkways	BMS-3184	000478	209.00	
04021	1BUMS - Building Maintenance Services,	February Janitorial Service	BMS-3193	000478	779.62	
04025	1SOAM - Amy Soto	Reimbursement to Amy S.	2/11/19	000484	105.07	
04027	1BUMS - Building Maintenance Services,	Ice Melt 2/6	BMS-3209	000485	332.20	
04030	1BUMS - Building Maintenance Services,	Dump Run 2/20	BMS-3232	000485	\$60.50	\$2,287.49
<b>5320-0000 Landscape Contract</b>						
04002	1EATI - Earth Tech Industries, LLC	February Maintenance	21119086	000480	\$1,760.00	\$1,760.00
<b>5360-0000 Fire/Life/Safety Monitor.</b>						
04016	1INNS - Innovative Systems Tech, Inc.	Fire Alarm Monitoring	19679	000481	\$175.00	\$175.00
<b>5420-0000 Pest Control</b>						
04026	1WILL - Willards Pest Control	Pest Control	235422	000490	\$171.91	\$171.91
<b>5510-0000 Electricity</b>						
04023	1PSE - Puget Sound Energy	Electricity 1/5-2/4	201902	000483	\$246.70	\$246.70
<b>5520-0000 Water</b>						
04034	1SAMM - Sammamish Plateau	Water/Sewer/KC Sewer 12/12/18-2/13/19	201902	000489	\$4,422.09	\$4,422.09
<b>5530-0000 Sewer</b>						
04034	1SAMM - Sammamish Plateau	Water/Sewer/KC Sewer 12/12/18-2/13/19	201902	000489	\$4,164.00	\$4,164.00
<b>5560-0000 Metro Sewer</b>						
04034	1SAMM - Sammamish Plateau	Water/Sewer/KC Sewer 12/12/18-2/13/19	201902	000489	\$4,390.01	\$4,390.01
<b>5710-0000 Office Expenses</b>						
04022	1KMM - Kappes Miller Management	Delinquent Letter	20190595	000482	25.96	
04029	1KMM - Kappes Miller Management	Community Mailing - Annual Meeting Notice M	20190678	000488	130.69	
04031	1KMM - Kappes Miller Management	Bank Analysis Charge 1/1-1/31	20190688	000488	79.80	

<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>
04032	1KMM - Kappes Miller Management	Postage	20190762	000488	60.50	
04033	1KMM - Kappes Miller Management	Copy/Envelope	20190835	000488	\$169.02	\$465.97
<b>5711-0000 Management Fee</b>						
04018	1KMM - Kappes Miller Management	February 2019 Management Fee	20190502	000477	\$2,018.99	\$2,018.99
<b>Distribution Total</b>						\$31,059.11

**Account Summary**

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
0250-0000	Prepaid Insurance	4,106.95	
1310-0000	Maintenance Reserve	6,850.00	
5220-0000	General Repair & Maint.	2,287.49	
5320-0000	Landscape Contract	1,760.00	
5360-0000	Fire/Life/Safety Monitor.	175.00	
5420-0000	Pest Control	171.91	
5510-0000	Electricity	246.70	
5520-0000	Water	4,422.09	
5530-0000	Sewer	4,164.00	
5560-0000	Metro Sewer	4,390.01	
5710-0000	Office Expenses	465.97	
5711-0000	Management Fee	2,018.99	
0110-0000	Checking		39,959.30
2405-0000	A/P Operations	8,900.19	
		39,959.30	39,959.30

**DayBreak at Issaquah Ridge Owners Association**  
**For Cash Account : ALL**  
**From Earliest to 2/28/19**  
**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>1CCS: Condominium Construction</u></b>										
04037	2/27/2019	20190118	3/1/2019	801.10		0.00				0.00
				Fridge Leak 1/25-2/25					Yes No	No
	<i>Distribution(s)</i>	5220-0000	<i>General Repair &amp; Maint.</i>					801.10		
	Vendor Open Amount			<u>801.10</u>						
<b><u>1DBKR: DayBreak Maintenance Res.</u></b>										
04005	2/1/2019		2/28/2019	6,850.00		0.00				0.00
				2019 Replacement Reserve					Yes Yes	Recurred
	<i>Distribution(s)</i>	1310-0000	<i>2019 Replacement Reserve</i>					6,850.00		
	Vendor Open Amount			<u>6,850.00</u>						
<b><u>Company Recap</u></b>										
				Total Posted Invoices				7,651.10		
				Total Posted Payments				0.00		
				Total Posted Discounts Taken				0.00		
				Net Posted Payments				0.00		
				Open Posted AP				7,651.10		
				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				7,651.10		
				Total Invoice Amounts				7,651.10		
				Total Distributions				7,651.10		
				Difference				0.00		