

DAYBREAK AT ISSAQUAH RIDGE OA
CASH FLOW STATEMENT
For the Period Nov 01, 2014 to Nov 30, 2014

OPERATING ACCOUNT - FOUNDATION BANK

BEGINNING BALANCE			\$1,171.80
Homeowner Assessments		19,247.05	
Prepaid Assessments		6,099.08	
Legal Expense		163.60	
Late Fee		75.00	
Delinquent Letter Fee		47.74	
Returned Check Fee		37.50	
Certified Letter Fee		37.50	
	Total Receipts	<u>25,707.47</u>	
Operating Expenses Paid		(18,696.15)	
Transfer to Maintenance Reserve		0.00	
Bank Charges		0.00	
	Total Disbursements	<u>(18,696.15)</u>	
ENDING BALANCE			<u>\$8,183.12</u>

MAINTENANCE RESERVE - FOUNDATION BANK

BEGINNING BALANCE			\$200,572.04
Transferred from Operating Interest		0.00	
		67.96	
	Total Receipts	<u>67.96</u>	
Invoices Paid: None		0.00	
	Total Disbursements	<u>0.00</u>	
ENDING BALANCE			<u>\$200,640.00</u>

DayBreak at Issaquah Ridge Owners Association

Balance Sheet
As of November 30, 2014

ACCOUNTING
DEPARTMENT

ASSETS

Current Assets

Operating Accounts

Cash - Checking	8,183.12	
Assessments Receivable	22,941.60	
Prepaid Insurance	13,228.82	

Total Operating Accounts		44,353.54
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Reserve Accounts

Maintenance Reserve	200,640.00	
A/R due from Operations	6,630.40	

Total Reserve Accounts		207,270.40
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Total Assets		251,623.94
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LIABILITY & HOMEOWNERS EQUITY

Operating Liabilities

Prepaid Assessments	11,860.46	
Accounts Payable	6,630.40	

Total Operating Liabilities		18,490.86
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Reserve Liabilities

Accrued Expenses - RR	102.74	
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Total Reserve Liabilities		102.74
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Homeowner Equity

Excess of Rev over Exp	(10,540.08)	
Retained Earnings	240,570.42	
Prior Year Income/Expense	3,000.00	

Total Homeowner Equity		233,030.34
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Total Liability & Homeowners Equity		251,623.94
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DayBreak at Issaquah Ridge Owners Association
Income and Expense Statement
January 1, 2014 Through December 31, 2014
For the Month Ending November 30, 2014

**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>
Operating Revenue						
Homeowner Fees	25,181	25,181	0	276,990	276,993	3
Transfer to Reserves	(6,630)	(6,630)	0	(72,934)	(72,934)	0
Late Fees/Fines	63	0	(63)	688	591	(97)
Other Income	0	0	0	0	2	2
Insurance Claim Reimbursement	0	(5,570)	(5,570)	0	(33,877)	(33,877)
Total Operating Revenue	18,614	12,981	(5,633)	204,744	170,775	(33,969)
Operating Expenses						
Maintenance Exp.						
General Repair & Maint.	1,013	0	1,013	11,140	9,933	1,207
Janitorial	675	887	(212)	7,425	8,448	(1,023)
Landscape Other	208	1,369	(1,161)	2,292	4,142	(1,850)
Landscape Contract	1,217	0	1,217	13,383	19,765	(6,382)
Window/Gutter Cleaning	250	0	250	2,750	0	2,750
Fire/Life/Safety Monitor.	833	735	98	9,167	10,870	(1,703)
Pest Control	42	606	(564)	458	1,299	(841)
Total Maintenance Exp.	4,238	3,597	641	46,615	54,457	(7,842)
Service/Utility Exp.						
Electricity	390	328	62	4,285	3,737	548
Water	1,201	0	1,201	13,215	24,888	(11,673)
Sewer	1,170	0	1,170	12,872	12,824	48
Garbage	1,558	1,590	(32)	17,142	21,790	(4,648)
Irrigation Water	750	0	750	8,250	3,004	5,246
Metro Sewer	2,403	0	2,403	26,431	19,188	7,243
Storm Drainage	833	1,490	(657)	9,167	8,939	228
Total Service/Utility Exp.	8,305	3,408	4,897	91,362	94,370	(3,008)
Administrative Exp.						
Office Expenses	250	313	(63)	2,750	4,083	(1,333)
Management Fee	1,745	1,844	(99)	19,191	19,944	(753)
Legal	208	1,573	(1,365)	2,292	5,332	(3,040)
Insurance Premium	3,187	3,455	(268)	35,058	34,812	246
Master Association Dues	155	0	155	1,700	1,889	(189)
Licenses & Permits	2	0	2	18	0	18
Audit / Tax Return	115	0	115	1,265	1,440	(175)

DayBreak at Issaquah Ridge Owners Association
Income and Expense Statement
January 1, 2014 Through December 31, 2014
For the Month Ending November 30, 2014

**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>
Reserve Study	242	0	242	2,658	0	2,658
Miscellaneous Expense	167	0	167	1,833	0	1,833
Total Administrative Exp.	6,071	7,185	(1,114)	66,765	67,500	(735)
Total Operating Expenses	18,614	14,190	4,424	204,742	216,327	(11,585)
Operating Gain(Loss)	0	(1,209)	(1,209)	2	(45,552)	(45,554)
Reserve Revenue						
Major Maintenance Assess	6,630	6,630	0	72,934	72,934	0
Interest Income - Reserve	228	68	(160)	2,503	841	(1,662)
Total Reserve Revenue	6,858	6,698	(160)	75,437	73,775	(1,662)
Reserve Expenses						
Major Maintenance Expense	0	0	0	0	38,764	(38,764)
Total Reserve Expenses	0	0	0	0	38,764	(38,764)
Reserve Gain(Loss)	6,858	6,698	(160)	75,437	35,011	(40,426)
Total Gain(Loss)	6,858	5,489	(1,369)	75,439	(10,541)	(85,980)



**DayBreak at Issaquah Ridge Owners Association
AP Check Register**

**ACCOUNTING
DEPARTMENT**

Date Range : 11/1/2014 To 11/30/2014 For Cash Account 1

Check	Check Date	Vendor	Vendor Name	Vch #	Invoice Number	Invoice Date	Gross Amount	Discount	Net Amount	Check Amount
002895	11/01/2014	1KMM	Kappes Miller Management	02700	20145720	11/01/2014	1,844.08	0.00	1,844.08	1,844.08
002896	11/13/2014	1ACS	Association Collection Services, LLC	02701	20141270	11/11/2014	41.00	0.00	41.00	41.00
002897	11/13/2014	1ARMP	Law Offices of Patricia Army, LLC	02702	866	11/11/2014	73.00	0.00	73.00	73.00
002898	11/13/2014	1CITI	City of Issaquah-Utility	02703	9/1-10/31	11/11/2014	1,489.78	0.00	1,489.78	1,489.78
002899	11/13/2014	1FARM	Farmers Insurance	02704	P&C 601052256	11/11/2014	2,247.13	0.00	2,247.13	2,247.13
002900	11/13/2014	1FISR	Fischer Restoration	02705	Z14034600	11/11/2014	5,570.01	0.00	5,570.01	5,570.01
002901	11/13/2014	1INNS	Innovative Systems Tech, Inc.	02706	10393	11/11/2014	735.00	0.00	735.00	735.00
002902	11/13/2014	1KMM	Kappes Miller Management	02707	20145812	11/11/2014	120.53	0.00	120.53	
				02708	20145873	11/11/2014	25.84	0.00	25.84	
					Total for Check Number 002902		146.37	0.00	146.37	146.37
002903	11/13/2014	1PSE	Puget Sound Energy	02709	10/7-11/4 (7 inv)	11/11/2014	328.38	0.00	328.38	328.38
002904	11/13/2014	1RECC	Recology Cleanscapes	02710	1403270	11/11/2014	1,590.42	0.00	1,590.42	1,590.42
002905	11/13/2014	1WILL	Willards Pest Control	02711	119108	11/11/2014	461.54	0.00	461.54	
				02712	125084	11/11/2014	143.99	0.00	143.99	
					Total for Check Number 002905		605.53	0.00	605.53	605.53
002906	11/20/2014	1ANME	Anupama Menon	02713		11/12/2014	55.00	0.00	55.00	
				02714		11/12/2014	27.50	0.00	27.50	
				02715		11/12/2014	20.24	0.00	20.24	
					Total for Check Number 002906		102.74	0.00	102.74	102.74
002907	11/20/2014	1BLUE	Blue Ribbon Tree	02716	1111142	11/18/2014	1,368.75	0.00	1,368.75	1,368.75
002908	11/20/2014	1BUIM	Building Maintenance Services, Inc.	02717	1706	11/18/2014	886.95	0.00	886.95	886.95
002909	11/20/2014	1HAIP	Hanis Irvine Prothero, PLLC	02718	66143	11/18/2014	1,500.00	0.00	1,500.00	1,500.00
002910	11/20/2014	1KMM	Kappes Miller Management	02719	20146129	11/20/2014	22.16	0.00	22.16	
				02720	20145953	11/20/2014	33.92	0.00	33.92	
				02721	20146052	11/20/2014	27.11	0.00	27.11	
					Total for Check Number 002910		83.19	0.00	83.19	83.19
002911	11/25/2014	1MILS	Scott Miller	02722	11/24 Reimb	11/25/2014	83.82	0.00	83.82	83.82
Cash Account 1 Totals							18,696.15	0.00	18,696.15	18,696.15
Property/Company Totals for DayBreak at Issaquah Ridge Owners Assoc							18,696.15	0.00	18,696.15	18,696.15

<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>
1310-0000 Maintenance Reserve						
02462	1DBKR - DayBreak Maintenance Res.	reserve transfer			\$6,630.40	\$6,630.40
2435-0000 Accrued Expenses - RR						
02713	1ANME - Anupama Menon	Open Credit Refund		002906	55.00	
02714	1ANME - Anupama Menon	Open Credit Refund		002906	27.50	
02715	1ANME - Anupama Menon	Open Credit Refund		002906	\$20.24	\$102.74
4690-0000 Insurance Claim Reimbursement						
02705	1FISR - Fischer Restoration	Water clean up B203/B103	Z14034600	002900	\$5,570.01	\$5,570.01
5240-0000 Janitorial						
02717	1BUIM - Building Maintenance Services, I	November Janitorial	1706	002908	\$886.95	\$886.95
5310-0000 Landscape Other						
02716	1BLUE - Blue Ribbon Tree	Prun branches/limbs	1111142	002907	\$1,368.75	\$1,368.75
5360-0000 Fire/Life/Safety Monitor.						
02706	1INNS - Innovative Systems Tech, Inc.	Fire Alarm Monitoring	10393	002901	\$735.00	\$735.00
5420-0000 Pest Control						
02711	1WILL - Willards Pest Control	11/4 Pest Control	119108	002905	461.54	
02712	1WILL - Willards Pest Control	11/4 Pest Control	125084	002905	\$143.99	\$605.53
5510-0000 Electricity						
02709	1PSE - Puget Sound Energy	Electricity 10/7-11/14 (7 inv)	10/7-11/4 (7 inv)	002903	\$328.38	\$328.38
5540-0000 Garbage						
02710	1RECC - Recology Cleanscapes	Garbage	1403270	002904	\$1,590.42	\$1,590.42
5570-0000 Storm Drainage						
02703	1CITI - City of Issaquah-Utility	9/1-10/31 Storm Water	9/1-10/31	002898	\$1,489.78	\$1,489.78
5710-0000 Office Expenses						
02707	1KMM - Kappes Miller Management	Archive Box Storage	20145812	002902	120.53	
02708	1KMM - Kappes Miller Management	DLF	20145873	002902	25.84	
02719	1KMM - Kappes Miller Management	Postage	20146129	002910	22.16	
02720	1KMM - Kappes Miller Management	10/14 Bank Analysis Charge	20145953	002910	33.92	
02721	1KMM - Kappes Miller Management	Copies & Envelopes	20146052	002910	27.11	



DayBreak at Issaquah Ridge Owners Association
AP Expense Distribution
 For Cash Account : All
 From 11/1/2014 To 11/30/2014

ACCOUNTING
DEPARTMENT

<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>
02722 1MILS - Scott Miller		Scott Miller Reimb	11/24 Reimb	002911	\$83.82	\$313.38
5711-0000 Management Fee						
02700 1KMM - Kappes Miller Management		November 2014 Management Fees	20145720	002895	\$1,844.08	\$1,844.08
5730-0000 Legal						
02701 1ACS - Association Collection Services, I		Monthly Acct Maint Fee	20141270	002896	41.00	
02702 1ARMP - Law Offices of Patricia Army, LL		C-203	866	002897	73.00	
02718 1HAIP - Hanis Irvine Prothero, PLLC		General Matters	66143	002909	\$1,500.00	\$1,614.00
5740-0000 Insurance Premium						
02704 1FARM - Farmers Insurance		insurance	P&C 601052256	002899	\$2,247.13	\$2,247.13
					Distribution Total	<u><u>\$25,326.55</u></u>

Account Summary

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
1310-0000	Maintenance Reserve	6,630.40	
2435-0000	Accrued Expenses - RR	102.74	
4690-0000	Insurance Claim Reimbursement	5,570.01	
5240-0000	Janitorial	886.95	
5310-0000	Landscape Other	1,368.75	
5360-0000	Fire/Life/Safety Monitor.	735.00	
5420-0000	Pest Control	605.53	
5510-0000	Electricity	328.38	
5540-0000	Garbage	1,590.42	
5570-0000	Storm Drainage	1,489.78	
5710-0000	Office Expenses	313.38	
5711-0000	Management Fee	1,844.08	
5730-0000	Legal	1,614.00	
5740-0000	Insurance Premium	2,247.13	
0110-0000	Checking		18,696.15
2405-0000	A/P Operations		6,630.40
		<u><u>25,326.55</u></u>	<u><u>25,326.55</u></u>



DayBreak at Issaquah Ridge Owners Association
For Cash Account : ALL
From Earliest to 11/30/14
AP Voucher Report

**ACCOUNTING
DEPARTMENT**

<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>
1DBKR: DayBreak Maintenance Res.										
02462	11/1/2014		11/30/2014	6,630.40		0.00				0.00
				reserve transfer					No Yes	Recurred
<i>Distribution(s)</i>		1310-0000	reserve transfer					6,630.40		
Vendor Open Amount				<u>6,630.40</u>						

Company Recap

Total Posted Invoices	0.00
Total Posted Payments	0.00
Total Posted Discounts Taken	0.00
Net Posted Payments	0.00
Open Posted AP	0.00
New Unposted Invoices	6,630.40
Total Unposted Payments	0.00
Total Unposted Discounts Taken	0.00
Net Unposted Payments	0.00
Open Unposted AP	6,630.40
Total Open AP	6,630.40
Total Invoice Amounts	6,630.40
Total Distributions	6,630.40
Difference	0.00

DayBreak at Issaquah Ridge OA
Delinquency / Aging Report
(Summarized)
as of 11/30/2014

<u>Unit Type</u>	<u>Unit</u>	<u>Occupant Name</u>	<u>Deposits Held</u>	<u>Balance Due</u>	<u>1-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>
CURR	A104	Assih, Eric P.	0.00	256.85	256.85			
CURR	A105	Kamp, Susie	0.00	13.91				13.91
CURR	A201	Getmanets, Sergiy	0.00	51.70				51.70
CURR	A303	Sailing, Michael	0.00	0.01	254.33	94.68		(349.00)
FORM	B101	Havlik, Shelly	0.00	7,948.51				7,948.51
CURR	B203	Breaux, Barbara	0.00	17.37				17.37
FORM	C102	Townsend, Christy	0.00	956.72				956.72
FORM	C203	Kengerski, Daniel	0.00	11,074.75	41.00	(109.00)	513.50	10,629.25
CURR	C301	Berger, Jill	0.00	0.10	0.10			
CURR	E303	Kirkham, Robert	0.00	66.75	66.75			
CURR	E304	Hatfield, Jesse Lane	0.00	8.67	8.67			
FORM	F103	Schwartz, Pamela	0.00	1,909.96				1,909.96
CURR	F104	Weaver, Jamie	0.00	55.44	55.44			
CURR	F302	Miller, Scott	0.00	513.70	256.85	256.85	68.00	(68.00)
CURR	G204	Fortier, Sean	0.00	18.66	18.66			
CURR	G304	Sezto, Melissa	0.00	48.50	89.00			(40.50)
Property Totals			<u>0.00</u>	<u>22,941.60</u>	<u>1,047.65</u>	<u>242.53</u>	<u>581.50</u>	<u>21,069.92</u>