

OPERATING ACCOUNT - FOUNDATION BANK

BEGINNING BALANCE			\$942.24
	Prepayments	\$1,503.93	
	Homeowner Assessments	8,510.40	
	Late Fees & Fines	168.00	
	Questionnaire Fee	89.00	
	Total Receipts	<u>10,271.33</u>	
	Operating Expenses	(9,819.15)	
	Transfer to Replacement Reserve	0.00	
	Transfer to Insurance Reserve	0.00	
	Total Disbursements	<u>(9,819.15)</u>	
ENDING BALANCE			<u>\$1,394.42</u>

REPLACEMENT RESERVE - FOUNDATION BANK

BEGINNING BALANCE			\$86,247.46
	Transfer from Operating	\$0.00	
	Interest	29.31	
	Total Receipts	<u>29.31</u>	
	Invoices Paid:		
	None	0.00	
	Total Disbursements	<u>0.00</u>	
ENDING BALANCE			<u>\$86,276.77</u>

**Balance Sheet**

**As of December 31, 2013**

**ASSETS**

**Current Assets**

**Operating Accounts**

Checking Account	1,394.42	
Accounts Receivable	1,355.06	
Prepaid Insurance	5,490.63	

**Total Operating Accounts**

8,240.11

**Reserve Accounts**

Replacement Reserve	86,276.77	
A/R - Due from Operations	2,500.00	

**Total Reserve Accounts**

88,776.77

**Total Assets**

97,016.88

**LIABILITY & HOMEOWNERS EQUITY**

**Operating Liabilities**

Prepaid Assessments	4,044.78	
Accounts Payable	2,500.00	

**Total Operating Liabilities**

6,544.78

**Homeowner Equity**

Excess of Rev over Exp	(22,383.19)	
Retained Earnings	112,855.29	

**Total Homeowner Equity**

90,472.10

**Total Liability & Homeowners Equity**

97,016.88

## Woodbridge Parkside Townhomes, COA

### Income and Expense Statement

January 1, 2013 Through December 31, 2013

For the Month Ending December 31, 2013

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 Assessment	8,611	8,611	0	103,332	103,327	(5)
Transfer to Reserves	(1,250)	(1,250)	0	(15,000)	(15,000)	0
Late Fees & Fines	0	0	0	0	7	7
<b>Total Operating Revenue</b>	<b>7,361</b>	<b>7,361</b>	<b>0</b>	<b>88,332</b>	<b>88,334</b>	<b>2</b>
<b>Operating Expenses</b>						
<b>Maintenance Exp.</b>						
Building Maint. & Repairs	196	1,809	(1,613)	2,352	5,418	(3,066)
Window Cleaning	62	0	62	744	0	744
Landscape Contract	754	739	15	9,048	8,870	178
Landscape - Other	188	2,037	(1,849)	2,256	4,756	(2,500)
Alarm Monitoring	440	440	0	5,280	5,280	0
Pest Control	167	159	8	2,004	2,371	(367)
Fire Extinguisher Maint.	18	0	18	216	220	(4)
Fire Alarm Maintenance	440	0	440	5,280	0	5,280
<b>Total Maintenance Exp.</b>	<b>2,265</b>	<b>5,184</b>	<b>(2,919)</b>	<b>27,180</b>	<b>26,915</b>	<b>265</b>
<b>Service/Utility Exp.</b>						
Electricity	144	156	(12)	1,728	1,734	(6)
Water	494	416	78	5,928	5,748	180
Sewer	193	185	8	2,316	2,347	(31)
Metro - Redmond	458	0	458	5,496	5,515	(19)
Metro	83	459	(376)	996	1,450	(454)
Irrigation	413	92	321	4,956	5,822	(866)
Stormwater	321	321	0	3,852	3,851	1
<b>Total Service/Utility Exp.</b>	<b>2,106</b>	<b>1,629</b>	<b>477</b>	<b>25,272</b>	<b>26,467</b>	<b>(1,195)</b>
<b>Administrative Exp.</b>						
Office Expenses	117	296	(179)	1,404	1,818	(414)
Management Fee	1,279	1,275	4	15,348	15,278	70
Audit / Tax Return	115	0	115	1,380	1,380	0
Insurance	1,288	1,500	(212)	15,456	17,052	(1,596)

## Woodbridge Parkside Townhomes, COA

### Income and Expense Statement

January 1, 2013 Through December 31, 2013

For the Month Ending December 31, 2013

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	192	0	192	2,304	1,670	634
<b>Total Administrative Exp.</b>	<b>2,991</b>	<b>3,071</b>	<b>(80)</b>	<b>35,892</b>	<b>37,198</b>	<b>(1,306)</b>
<b>Tax &amp; License</b>						
Licenses & Permits	1	0	1	12	10	2
<b>Total Tax &amp; License</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>10</b>	<b>2</b>
<b>Total Operating Expenses</b>	<b>7,363</b>	<b>9,884</b>	<b>(2,521)</b>	<b>88,356</b>	<b>90,590</b>	<b>(2,234)</b>
<b>Operating Gain(Loss)</b>	<b>(2)</b>	<b>(2,523)</b>	<b>(2,521)</b>	<b>(24)</b>	<b>(2,256)</b>	<b>(2,232)</b>
<b>Reserve Revenue</b>						
Major Maintenance Assess	1,250	1,250	0	15,000	15,000	0
Interest Income - Reserve	58	29	(29)	696	444	(252)
<b>Total Reserve Revenue</b>	<b>1,308</b>	<b>1,279</b>	<b>(29)</b>	<b>15,696</b>	<b>15,444</b>	<b>(252)</b>
<b>Reserve Expenses</b>						
Major Maintenance Expense	833	0	833	9,996	35,571	(25,575)
<b>Total Reserve Expenses</b>	<b>833</b>	<b>0</b>	<b>833</b>	<b>9,996</b>	<b>35,571</b>	<b>(25,575)</b>
<b>Reserve Gain(Loss)</b>	<b>475</b>	<b>1,279</b>	<b>804</b>	<b>5,700</b>	<b>(20,127)</b>	<b>(25,827)</b>
<b>Total Gain(Loss)</b>	<b>473</b>	<b>(1,244)</b>	<b>(1,717)</b>	<b>5,676</b>	<b>(22,383)</b>	<b>(28,059)</b>

Date Range : 12/1/2013 To 12/31/2013 For Cash Account 1

Check	Check Date	Vendor	Vendor Name	Vch #	Invoice Number	Invoice Date	Gross Amount	Discount	Net Amount	Check Amount
006975	12/01/2013	1KMM	Kappes Miller Management	01930	20135793	12/01/2013	1,275.24	0.00	1,275.24	1,275.24
006976	12/10/2013	1CCS	Condominium Construction Services, LLC	01940	20130192	12/09/2013	229.69	0.00	229.69	
				01941	20130197	12/09/2013	1,056.01	0.00	1,056.01	
				<b>Total for Check Number 006976</b>			1,285.70	0.00	1,285.70	1,285.70
006977	12/10/2013	1CIRE	City of Redmond Utility	01937	024869-000	12/09/2013	92.25	0.00	92.25	
				01938	035782-000	12/09/2013	320.93	0.00	320.93	
				01939	024287-000	12/09/2013	1,060.36	0.00	1,060.36	
				<b>Total for Check Number 006977</b>			1,473.54	0.00	1,473.54	1,473.54
006978	12/10/2013	1INNS	Innovative Systems Tech, Inc.	01935	8997	12/09/2013	440.00	0.00	440.00	440.00
006979	12/10/2013	1KMM	Kappes Miller Management	01932	20135923	12/09/2013	50.90	0.00	50.90	
				01933	20136009	12/09/2013	160.01	0.00	160.01	
				01942	20135850	12/09/2013	-11.82	0.00	-11.82	
				<b>Total for Check Number 006979</b>			199.09	0.00	199.09	199.09
006980	12/10/2013	1NORI	Northern Investors Co.	01880		12/15/2013	1,434.68	0.00	1,434.68	1,434.68
006981	12/10/2013	1PROG	ProGrass	01931	75972b	12/06/2013	739.13	0.00	739.13	
				01936	259044	12/09/2013	2,036.70	0.00	2,036.70	
				<b>Total for Check Number 006981</b>			2,775.83	0.00	2,775.83	2,775.83
006982	12/10/2013	1SPRA	Sprague	01943	2220606	12/10/2013	158.78	0.00	158.78	158.78
006984	12/27/2013	1CCS	Condominium Construction Services, LLC	01947	20130236	12/26/2013	523.20	0.00	523.20	523.20
006985	12/27/2013	1KMM	Kappes Miller Management	01945	20136324	12/26/2013	22.87	0.00	22.87	
				01946	20136243	12/26/2013	32.16	0.00	32.16	
				01948	20136096	12/26/2013	42.09	0.00	42.09	
				<b>Total for Check Number 006985</b>			97.12	0.00	97.12	97.12
006986	12/27/2013	1PSE	Puget Sound Energy	01944	12.8.13-10 inv	12/26/2013	155.97	0.00	155.97	155.97
<b>Cash Account 1 Totals</b>							<b>9,819.15</b>	<b>0.00</b>	<b>9,819.15</b>	<b>9,819.15</b>
<b>Property/Company Totals for Woodbridge Parkside Townhomes, A Cond</b>							<b>9,819.15</b>	<b>0.00</b>	<b>9,819.15</b>	<b>9,819.15</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>						
01880	1NORI - Northern Investors Co.	11041 insurance 9/30/14		006980	\$1,434.68	\$1,434.68
<b>1310-0000 Replacement Reserve</b>						
01745	1PAWR - Parkside @ Woodbridge	reserve transfer			\$1,250.00	\$1,250.00
<b>5220-0000 Building Maint. &amp; Repairs</b>						
01940	1CCS - Condominium Construction Servi	winterization/multiple units	20130192	006976	229.69	
01941	1CCS - Condominium Construction Servi	lights/multiple units	20130197	006976	1,056.01	
01947	1CCS - Condominium Construction Servi	skylight # 102	20130236	006984	\$523.20	\$1,808.90
<b>5340-0000 Landscape Contract</b>						
01931	1PROG - ProGrass	12/13 landscaping	75972b	006981	\$739.13	\$739.13
<b>5350-0000 Landscape - Other</b>						
01936	1PROG - ProGrass	pruning	259044	006981	\$2,036.70	\$2,036.70
<b>5420-0000 Alarm Monitoring</b>						
01935	1INNS - Innovative Systems Tech, Inc.	fire alarm monitoring	8997	006978	\$440.00	\$440.00
<b>5440-0000 Pest Control</b>						
01943	1SPRA - Sprague	pest control	2220606	006982	\$158.78	\$158.78
<b>5510-0000 Electricity</b>						
01944	1PSE - Puget Sound Energy	11/6-12/6 electric 10 inv	12.8.13-10 inv	006986	\$155.97	\$155.97
<b>5520-0000 Water</b>						
01939	1CIRE - City of Redmond Utility	11/6-12/3	024287-000	006977	\$416.10	\$416.10
<b>5530-0000 Sewer</b>						
01939	1CIRE - City of Redmond Utility	11/6-12/3	024287-000	006977	\$185.35	\$185.35
<b>5533-0000 Metro</b>						
01939	1CIRE - City of Redmond Utility	11/6-12/3	024287-000	006977	\$458.91	\$458.91
<b>5535-0000 Irrigation</b>						
01937	1CIRE - City of Redmond Utility	11/6-12/3 irrigation water	024869-000	006977	\$92.25	\$92.25
<b>5537-0000 Stormwater</b>						
01938	1CIRE - City of Redmond Utility	11/6-12/3 stormwater	035782-000	006977	\$320.93	\$320.93
<b>5710-0000 Office Expenses</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>
01932	1KMM - Kappes Miller Management	archive box storage/tax	20135923	006979	50.90	
01933	1KMM - Kappes Miller Management	cert.letter fee/delinq.letter fee/tax	20136009	006979	160.01	
01942	1KMM - Kappes Miller Management	credit memo-new onwer letter	20135850	006979	(11.82)	
01945	1KMM - Kappes Miller Management	postage	20136324	006985	22.87	
01946	1KMM - Kappes Miller Management	copies/envelopes/tax	20136243	006985	32.16	
01948	1KMM - Kappes Miller Management	11/13 bank analysis charges	20136096	006985	\$42.09	\$296.21
<b>5711-0000 Management Fee</b>						
01930	1KMM - Kappes Miller Management	Management Fee - December 2013	20135793	006975	\$1,275.24	\$1,275.24
					<b>Distribution Total</b>	<u><u>\$11,069.15</u></u>

**Account Summary**

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
0250-0000	Prepaid Insurance	1,434.68	
1310-0000	Replacement Reserve	1,250.00	
5220-0000	Building Maint. & Repairs	1,808.90	
5340-0000	Landscape Contract	739.13	
5350-0000	Landscape - Other	2,036.70	
5420-0000	Alarm Monitoring	440.00	
5440-0000	Pest Control	158.78	
5510-0000	Electricity	155.97	
5520-0000	Water	416.10	
5530-0000	Sewer	185.35	
5533-0000	Metro	458.91	
5535-0000	Irrigation	92.25	
5537-0000	Stormwater	320.93	
5710-0000	Office Expenses	296.21	
5711-0000	Management Fee	1,275.24	
0110-0000	Checking		9,819.15
2405-0000	A/P Operations		1,250.00
		<u><u>11,069.15</u></u>	<u><u>11,069.15</u></u>

**Woodbridge Parkside Townhomes, A Condominium OA**  
**For Cash Account : ALL**  
**From Earliest to 12/31/13**  
**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>1PAWR: Parkside @ Woodbridge</b>										
01744	11/1/2013		11/30/2013	1,250.00		0.00				0.00
				reserve transfer					Yes Yes	Recurred
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>1,250.00</i>		
01745	12/1/2013		12/31/2013	1,250.00		0.00			No Yes	Recurred
				reserve transfer						
	<i>Distribution(s)</i>	<i>1310-0000</i>	<i>reserve transfer</i>					<i>1,250.00</i>		
	Vendor Open Amount			<u>2,500.00</u>						

**Company Recap**

Total Posted Invoices	1,250.00
Total Posted Payments	0.00
Total Posted Discounts Taken	0.00
Net Posted Payments	0.00
Open Posted AP	1,250.00
New Unposted Invoices	1,250.00
Total Unposted Payments	0.00
Total Unposted Discounts Taken	0.00
Net Unposted Payments	0.00
Open Unposted AP	1,250.00
Total Open AP	2,500.00
Total Invoice Amounts	2,500.00
Total Distributions	2,500.00
Difference	0.00



<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	1109	Chikulaev, Pavel	0.00	0.39		0.39		
CURR	4102	Ro, Hyung Jin	0.00	82.40	82.40			
CURR	7104	Liu, Wenchang	0.00	467.59	380.59	87.00		
CURR	8103	Kitchens, Carolyn E.	0.00	804.68	380.59	424.09		
<b>Property Totals</b>			<u>0.00</u>	<u>1,355.06</u>	<u>843.58</u>	<u>511.48</u>	<u>0.00</u>	<u>0.00</u>

<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	1107	Hillinger, Howard	0.00	(170.95)	(157.45)			(13.50)
CURR	1109	Chikulaev, Pavel	0.00	0.39		0.39		
CURR	2111	Tsuji, Wayne Minoru	0.00	(657.62)				(657.62)
CURR	3104	Ritz, Kimberly	0.00	(420.33)	(352.83)			(67.50)
CURR	3105	Holbrook, Ann E.	0.00	(108.24)				(108.24)
CURR	3106	Cagatay, Aziz	0.00	0.00				
CURR	4101	Narayanan, Venkatesan	0.00	0.00	84.50	(84.50)		
FORM	4101	Schonleitner, Eva	0.00	(33.50)				(33.50)
CURR	4102	Ro, Hyung Jin	0.00	82.40	82.40			
CURR	6102	Baumgarten, Alex Clark	0.00	(186.71)	(186.71)			
CURR	6103	Martchenko, Serguei	0.00	(0.02)				(0.02)
CURR	7104	Liu, Wenchang	0.00	467.59	380.59	87.00		
CURR	7106	Beck, Kyle	0.00	(528.05)	(378.00)	(150.05)		
CURR	8101	Firouzbakht, Reza	0.00	(1,939.36)	(428.94)	(428.94)	(428.94)	(652.54)
CURR	8103	Kitchens, Carolyn E.	0.00	804.68	380.59	424.09		
<b>Property Totals</b>			0.00	(2,689.72)	(575.85)	(152.01)	(428.94)	(1,532.92)