

OPERATING ACCOUNT - PUGET SOUND BANK

BEGINNING BALANCE			\$2,598.13
Homeowner Assessments		8,965.65	
Transfer from Pacific Continental Bank		382.41	
Prepayments		(396.28)	
	Total Receipts	<u>8,951.78</u>	
Operating Expenses		(7,695.21)	
	Total Disbursements	<u>(7,695.21)</u>	
ENDING BALANCE			<u><u>\$3,854.70</u></u>

OPERATING ACCOUNT - PACIFIC CONTINENTAL BANK

BEGINNING BALANCE			\$382.41
Transfer from Pacific Continental Bank			
	Total Receipts	<u>0.00</u>	
Transfer to Pacific continental Bank		(382.41)	
	Total Disbursements	<u>(382.41)</u>	
ENDING BALANCE			<u><u>\$0.00</u></u>

REPLACEMENT RESERVE - PACIFIC CONTINENTAL BANK

BEGINNING BALANCE				\$108,261.37
	Transfers from Operating Interest		38.71	
		Total Receipts	<u>38.71</u>	
		Total Disbursements	<u>0.00</u>	
ENDING BALANCE				<u><u>\$108,300.08</u></u>

Balance Sheet

As of November 30, 2016

ASSETS

Current Assets

Operating Accounts

Operating - Puget Sound Bank	3,854.70	
Accounts Receivable	453.03	
Prepaid Insurance	5,406.64	

Total Operating Accounts

9,714.37

Reserve Accounts

Replacement Reserve	108,360.91	
A/R - Due from Operations	6,654.32	
A/R - Loan to Operating Repayment	3,500.00	

Total Reserve Accounts

118,515.23

Total Assets

128,229.60

LIABILITY & HOMEOWNERS EQUITY

Operating Liabilities

Prepaid Assessments	3,807.70	
Accounts Payable	10,357.44	

Total Operating Liabilities

14,165.14

Homeowner Equity

Excess of Rev over Exp	5,984.53	
Retained Earnings	108,559.53	
Prior Year Expense	(479.60)	

Total Homeowner Equity

114,064.46

Total Liability & Homeowners Equity

128,229.60

Woodbridge Parkside Townhomes, COA

Income and Expense Statement

January 1, 2016 Through December 31, 2016

For the Month Ending November 30, 2016

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 Assessment	8,966	8,966	0	98,622	98,622	0
Transfer to Reserves	(1,333)	(1,333)	0	(14,667)	(14,667)	0
Late Fees & Fines	0	20	20	0	40	40
Total Operating Revenue	7,633	7,653	20	83,955	83,995	40
Operating Expenses						
Maintenance Exp.						
Building Maint. & Repairs	167	(285)	452	1,837	13,402	(11,565)
Gutter Cleaning	173	685	(512)	1,898	2,125	(227)
Window Cleaning	70	0	70	770	0	770
Landscape Contract	739	750	(11)	8,129	8,682	(553)
Landscape - Other	208	0	208	2,288	1,698	590
Alarm Monitoring	440	440	0	4,840	4,840	0
Pest Control	147	172	(25)	1,617	1,946	(329)
Fire Extinguisher Maint.	18	0	18	198	220	(22)
Fire Alarm Maintenance	113	0	113	1,243	953	290
Total Maintenance Exp.	2,075	1,762	313	22,820	33,866	(11,046)
Service/Utility Exp.						
Electricity	151	150	1	1,661	1,651	10
Water	531	679	(148)	5,841	6,188	(347)
Sewer	209	237	(28)	2,299	2,408	(109)
Metro - Redmond	511	602	(91)	5,621	6,016	(395)
Metro	83	0	83	913	991	(78)
Irrigation	523	100	423	5,753	3,904	1,849
Stormwater	321	321	0	3,531	3,530	1
Telephone	0	0	0	0	88	(88)
Total Service/Utility Exp.	2,329	2,089	240	25,619	24,776	843
Administrative Exp.						
Office Expenses	158	127	31	1,738	1,528	210
Management Fee	1,407	1,418	(11)	15,477	15,461	16
Audit / Tax Return	127	0	127	1,397	1,680	(283)

Woodbridge Parkside Townhomes, COA

Income and Expense Statement

January 1, 2016 Through December 31, 2016

For the Month Ending November 30, 2016

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>
Insurance	1,535	1,190	345	16,885	15,453	1,432
Reserve Study	0	300	(300)	0	300	(300)
Total Administrative Exp.	3,227	3,035	192	35,497	34,422	1,075
Tax & License						
Licenses & Permits	1	0	1	11	10	1
Total Tax & License	1	0	1	11	10	1
Total Operating Expenses	7,632	6,886	746	83,947	93,074	(9,127)
Operating Gain(Loss)	1	767	766	8	(9,079)	(9,087)
Reserve Revenue						
Major Maintenance Assess	1,333	1,333	0	14,663	14,667	4
Interest Income - Reserve	29	61	32	319	396	77
Total Reserve Revenue	1,362	1,394	32	14,982	15,063	81
Reserve Expenses						
Major Maintenance Expense	900	0	900	9,900	0	9,900
Total Reserve Expenses	900	0	900	9,900	0	9,900
Reserve Gain(Loss)	462	1,394	932	5,082	15,063	9,981
Total Gain(Loss)	463	2,161	1,698	5,090	5,984	894

Date Range : 11/1/2016 To 11/30/2016 For Cash Account 1

Check	Check Date	Vendor	Vendor Name	Vch #	Invoice Number	Invoice Date	Gross Amount	Discount	Net Amount	Check Amount
000015	11/01/2016	1KMM	Kappes Miller Management	02596	20165012	11/01/2016	1,417.78	0.00	1,417.78	1,417.78
000016	11/08/2016	1KMMC	Kappes Miller Consulting & Construction Management	02597	20161108	11/08/2016	300.00	0.00	300.00	300.00
000017	11/11/2016	1PRDS	Precision Door Service	02598	1968945	08/15/2016	174.90	0.00	174.90	174.90
000018	11/17/2016	1CCS	Condominium Construction Services, LLC	02600	201600321	10/27/2016	66.94	0.00	66.94	66.94
000019	11/17/2016	1CIRE	City of Redmond Utility	02601	9/20-10/19	11/01/2016	1,518.89	0.00	1,518.89	
				02602	Stormwater	11/01/2016	320.93	0.00	320.93	
				02603	9/20-10/19 Irr	11/01/2016	99.90	0.00	99.90	
					Total for Check Number 000019		1,939.72	0.00	1,939.72	1,939.72
000020	11/17/2016	1INNS	Innovative Systems Tech, Inc.	02604	13255	11/01/2016	440.00	0.00	440.00	440.00
000021	11/17/2016	1KMM	Kappes Miller Management	02605	20165209	11/08/2016	25.84	0.00	25.84	
				02606	20165146	11/08/2016	69.78	0.00	69.78	
					Total for Check Number 000021		95.62	0.00	95.62	95.62
000022	11/17/2016	1PROG	ProGrass	02607	129243B	11/02/2016	750.08	0.00	750.08	750.08
000023	11/17/2016	1PSE	Puget Sound Energy	02608	10/6-11/4 (10 inv)	11/07/2016	150.21	0.00	150.21	150.21
000024	11/17/2016	1SPRA	Sprague	02609	2980291	10/07/2016	171.73	0.00	171.73	171.73
000025	11/17/2016	1SUNS	Sunset Glass Company, Inc	02610	168835	10/27/2016	203.75	0.00	203.75	203.75
000026	11/30/2016	1HUB	HUB International Northwest LLC	02612	457029	11/16/2016	245.00	0.00	245.00	245.00
000027	11/30/2016	1IPFC	IPFS Corporation	02613	CAF-563034	11/09/2016	631.45	0.00	631.45	631.45
000028	11/30/2016	1KMM	Kappes Miller Management	02614	20165339	11/18/2016	20.87	0.00	20.87	
				02615	20165413	11/18/2016	19.58	0.00	19.58	
				02616	20165246	11/18/2016	51.50	0.00	51.50	
					Total for Check Number 000028		91.95	0.00	91.95	91.95
000029	11/30/2016	1NATW	Nationwide	02617	964627693	11/30/2016	647.58	0.00	647.58	647.58
000030	11/30/2016	1SPRA	Sprague	02618	3010187	11/09/2016	171.73	0.00	171.73	171.73
000031	11/30/2016	1VENN	Vennux Construction LLC	02619	0001	11/08/2016	684.89	0.00	684.89	684.89
007314	11/30/2016	1SUNS	Sunset Glass Company, Inc	02501	Quote 15149	05/26/2016	-203.12	0.00	-203.12	-203.12
007359	11/01/2016	1GUTK	Gutter King, Inc.	02599	1609026	11/01/2016	-285.00	0.00	-285.00	-285.00
Cash Account 1 Totals							7,695.21	0.00	7,695.21	7,695.21
Property/Company Totals for Woodbridge Parkside Townhomes, A Cond							7,695.21	0.00	7,695.21	7,695.21

<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>
0250-0000 Prepaid Insurance						
02612	1HUB - HUB International Northwest LLC	CAC0162650116 - WOODPAR-03 Insurance	457029	000026	245.00	
02613	1IPFC - IPFS Corporation	Insuranc Payment	CAF-563034	000027	631.45	
02617	1NATW - Nationwide	ACP BPHD 3016837135 - 7/16-7/17 Insurance	964627693	000029	\$647.58	\$1,524.03
1310-0000 Replacement Reserve						
02410	1PAWR - Parkside @ Woodbridge	Reserve Transfer			\$1,333.33	\$1,333.33
5220-0000 Building Maint. & Repairs						
02599	1GUTK - Gutter King, Inc.	Credit Voucher #02562	1609026	007359	(\$285.00)	(\$285.00)
5225-0000 Gutter Cleaning						
02619	1VENN - Vennux Construction LLC	Gutter Cleaning, Downspouts, ck water flow-le	0001	000031	\$684.89	\$684.89
5340-0000 Landscape Contract						
02607	1PROG - ProGrass	Landscaping	129243B	000022	\$750.08	\$750.08
5420-0000 Alarm Monitoring						
02604	1INNS - Innovative Systems Tech, Inc.	Fire Alarm Monitoring	13255	000020	\$440.00	\$440.00
5440-0000 Pest Control						
02618	1SPRA - Sprague	11/09 Pest Control	3010187	000030	\$171.73	\$171.73
5510-0000 Electricity						
02608	1PSE - Puget Sound Energy	Electricity 10/6-11/4 (10 inv)	10/6-11/4 (10 inv)	000023	\$150.21	\$150.21
5520-0000 Water						
02601	1CIRE - City of Redmond Utility	Utilities 9/20-10/19	9/20-10/19	000019	\$679.05	\$679.05
5530-0000 Sewer						
02601	1CIRE - City of Redmond Utility	Utilities 9/20-10/19	9/20-10/19	000019	\$237.40	\$237.40
5532-0000 Metro - Redmond						
02601	1CIRE - City of Redmond Utility	Utilities 9/20-10/19	9/20-10/19	000019	\$602.44	\$602.44
5535-0000 Irrigation						
02602	1CIRE - City of Redmond Utility	Stormwater	Stormwater	000019	320.93	
02603	1CIRE - City of Redmond Utility	Irrigation 9/20-10/19	9/20-10/19 Irr	000019	\$99.90	\$420.83
5710-0000 Office Expenses						
02605	1KMM - Kappes Miller Management	DLF	20165209	000021	25.84	

<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>
02606	1KMM - Kappes Miller Management	Archive Storage	20165146	000021	69.78	
02614	1KMM - Kappes Miller Management	Copy & Envelopes	20165339	000028	20.87	
02615	1KMM - Kappes Miller Management	Postage	20165413	000028	19.58	
02616	1KMM - Kappes Miller Management	10/16 Bank Charges	20165246	000028	\$51.50	\$187.57
5711-0000 Management Fee						
02596	1KMM - Kappes Miller Management	Management Fee - November 2016	20165012	000015	\$1,417.78	\$1,417.78
5770-0000 Reserve Study						
02597	1KMMC - Kappes Miller Consulting & Con	Reserve Study Down Payment	20161108	000016	\$300.00	\$300.00
Distribution Total						<u><u>\$8,614.34</u></u>

Account Summary

<u>Account</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
0250-0000	Prepaid Insurance	1,524.03	
1310-0000	Replacement Reserve	1,333.33	
5220-0000	Building Maint. & Repairs		285.00
5225-0000	Gutter Cleaning	684.89	
5340-0000	Landscape Contract	750.08	
5420-0000	Alarm Monitoring	440.00	
5440-0000	Pest Control	171.73	
5510-0000	Electricity	150.21	
5520-0000	Water	679.05	
5530-0000	Sewer	237.40	
5532-0000	Metro - Redmond	602.44	
5535-0000	Irrigation	420.83	
5710-0000	Office Expenses	187.57	
5711-0000	Management Fee	1,417.78	
5770-0000	Reserve Study	300.00	
0110-0000	Checking		7,695.21
2405-0000	A/P Operations		919.13
		<u><u>8,899.34</u></u>	<u><u>8,899.34</u></u>

Woodbridge Parkside Townhomes, A Condominium OA
For Cash Account : ALL
From Earliest to 11/30/16
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>
<u>1PAWR: Parkside @ Woodbridge</u>										
02199	9/1/2015		9/30/2015	1,321.00		0.00				0.00
				Reserve Transfer					Yes Yes	Recurred
	Distribution(s)	1310-0000	Reserve Transfer					1,321.00		
02407	8/1/2016		8/1/2016	1,333.33		0.00			Yes Yes	Recurred
				Reserve Transfer					Yes Yes	Recurred
	Distribution(s)	1310-0000	Reserve Transfer					1,333.33		
02408	9/1/2016		9/1/2016	1,333.33		0.00			Yes Yes	Recurred
				Reserve Transfer					Yes Yes	Recurred
	Distribution(s)	1310-0000	Reserve Transfer					1,333.33		
02409	10/1/2016		10/1/2016	1,333.33		0.00			Yes Yes	Recurred
				Reserve Transfer					Yes Yes	Recurred
	Distribution(s)	1310-0000	Reserve Transfer					1,333.33		
02410	11/1/2016		11/1/2016	1,333.33		0.00			Yes Yes	Recurred
				Reserve Transfer					Yes Yes	Recurred
	Distribution(s)	1310-0000	Reserve Transfer					1,333.33		
<u>1SUNS: Sunset Glass Company, Inc</u>										
02501	5/26/2016	Quote 1514	6/25/2016	203.12		0.00				0.00
				Replace Failed Insulated Unit					Yes No	No
		Other Payment(s)					007314	5/26/2016		203.12
		Other Payment(s)					007314	11/30/2016		-203.12
	Distribution(s)	5220-0000	Building Maint. & Repairs					203.12		
<u>1PAWR: Parkside @ Woodbridge</u>										
02588	9/30/2016		10/30/2016	3,500.00		0.00				0.00
				Loan Payable to Reserves					Yes Yes	No
	Distribution(s)	1310-0000	Replacement Reserve					3,500.00		

Woodbridge Parkside Townhomes, A Condominium OA
For Cash Account : ALL
From Earliest to 11/30/16
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>
<u>Company Recap</u>										
				Total Posted Invoices					10,357.44	
				Total Posted Payments					0.00	
				Total Posted Discounts Taken					0.00	
				Net Posted Payments					0.00	
				Open Posted AP					10,357.44	
				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					10,357.44	
				Total Invoice Amounts					10,357.44	
				Total Distributions					10,357.44	
				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	452.64	409.14	43.50		
Property Totals			0.00	453.03	409.14	43.50	0.00	0.39

<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	(398.08)	(398.08)			
CURR	1109	Chikulaev, Pavel	0.00	0.39				0.39
CURR	2111	Tsuji, Wayne Minoru	0.00	(657.62)				(657.62)
FORM	3104	Ritz, Kimberly	0.00	(420.33)				(420.33)
CURR	3105	Holbrook, Ann E.	0.00	(108.24)				(108.24)
FORM	4101	Schonleitner, Eva	0.00	(33.50)				(33.50)
CURR	4102	Ro, Hyung Jin	0.00	452.64	409.14	43.50		
CURR	6102	Liang, Jing	0.00	(328.14)	(328.14)			
CURR	6103	Martchenko, Serguei	0.00	(0.02)				(0.02)
CURR	7104	Zhou, Yan	0.00	(396.28)				(396.28)
CURR	7106	Beck, Kyle	0.00	(1,036.55)	(393.59)	(437.09)	(205.87)	
FORM	8101	Firouzbakht, Reza	0.00	(428.94)				(428.94)
Property Totals			<u>0.00</u>	<u>(3,354.67)</u>	<u>(710.67)</u>	<u>(393.59)</u>	<u>(205.87)</u>	<u>(2,044.54)</u>