

- 16E - \$389.42 – Owner has not pd since July. Unfiled lien created.
- 18A - \$547.70 – Owner made \$200 pymt 1/14.
- 21G - \$540.00 Made payment on account.
- 28A - \$320.95 – No pymt since Oct. Current lien.
- 30C - \$352.64 - Made partial over payment.
- 32E - \$556.88 - Made pymt of \$163 1/15.

- **Filed Lien:**

- **Released Legal:** 20A, 24n, 30g, 11H

- **Old Business**

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- **New Business**

- Back gate - \$7,125 **Replacing motor, side controller, safety edge, reconnecting system with computer. Marie made a motion to fix the gate as soon as possible, Mark seconded. Motion passed.**

- **Announcements and Recommendations to Members**

- **Homeowner Time** : Discussion about back gate, Cox cancellation and Rec. due decrease.

- **Next Board Meeting**: Tuesday February 16, 2021 @ 6:30pm. **Might move to 6.00pm.**

- **Meeting Adjourned** : Mark made a motion to adjourn the Meeting at 6.24pm. Marie seconded. Motion passed.

Budget Comparison

Quail Springs Condominium REC

Comparison Periods: 01/01/21 - 01/31/21 and 01/01/21 - 01/31/21 (cash basis)

	Actual 01/01/21 - 01/31/21	Budget 01/21 - 01/21	\$ Change	% Change	Actual YTD 01/01/21 - 01/31/21	Budget YTD 01/21 - 01/21	\$ Change	% Change
INCOME								
302 Membership Dues Income	20,613.27	19,314.00	1,299.27	6.7 %	20,613.27	19,314.00	1,299.27	6.7 %
303 Clubhouse Rental Income	84.50	75.00	9.50	12.7 %	84.50	75.00	9.50	12.7 %
305 Gate Remote Sales	10.00	0.00	10.00		10.00	0.00	10.00	
307 Interest Income	0.06	0.45	-0.39	-86.7 %	0.06	0.45	-0.39	-86.7 %
309 Late Fee Income	127.30	112.92	14.38	12.7 %	127.30	112.92	14.38	12.7 %
310 Legal Fees	68.00	54.17	13.83	25.5 %	68.00	54.17	13.83	25.5 %
312 Advertising Income	0.00	10.00	-10.00	-100.0 %	0.00	10.00	-10.00	-100.0 %
317 Other Income	0.00	-1,000.00	1,000.00	100.0 %	0.00	-1,000.00	1,000.00	100.0 %
319 Closing Letters	-17.56	83.34	-100.90	-121.1 %	-17.56	83.34	-100.90	-121.1 %
1065 General Reimbursement	-65.00	0.00	-65.00		-65.00	0.00	-65.00	
TOTAL INCOME	20,820.57	18,649.88	2,170.69	11.6 %	20,820.57	18,649.88	2,170.69	11.6 %
EXPENSE								
600 Management								
6002 Management Fees	0.00	1,200.00	-1,200.00	-100.0 %	0.00	1,200.00	-1,200.00	-100.0 %
6004 In-House Administrion	525.00	500.00	25.00	5.0 %	525.00	500.00	25.00	5.0 %
600 Other Management	1,444.75	0.00	1,444.75		1,444.75	0.00	1,444.75	
600 Total Management	1,969.75	1,700.00	269.75	15.9 %	1,969.75	1,700.00	269.75	15.9 %
604 Utilities								
6042 Electric	399.00	583.34	-184.34	-31.6 %	399.00	583.34	-184.34	-31.6 %
6043 Telephone	264.87	195.84	69.03	35.2 %	264.87	195.84	69.03	35.2 %
6045 Water And Sewer Utility	193.11	183.34	9.77	5.3 %	193.11	183.34	9.77	5.3 %
6046 Trash Removal	3,057.24	3,200.00	-142.76	-4.5 %	3,057.24	3,200.00	-142.76	-4.5 %
604 Total Utilities	3,914.22	4,162.52	-248.30	-6.0 %	3,914.22	4,162.52	-248.30	-6.0 %
607 Repairs & Maintenance								
608 Landscaping								
6081 Contract Landscaping	4,300.00	4,400.00	-100.00	-2.3 %	4,300.00	4,400.00	-100.00	-2.3 %
6082 In-House Landscaping	87.50	100.00	-12.50	-12.5 %	87.50	100.00	-12.50	-12.5 %
608 Total Landscaping	4,387.50	4,500.00	-112.50	-2.5 %	4,387.50	4,500.00	-112.50	-2.5 %
617 Materials & Supplies	65.95	65.00	0.95	1.5 %	65.95	65.00	0.95	1.5 %
618 Plumbing	0.00	58.34	-58.34	-100.0 %	0.00	58.34	-58.34	-100.0 %
619 Contract Labor	522.08	166.67	355.41	213.2 %	522.08	166.67	355.41	213.2 %
621 Fence & Gate Repairs								
6210 Gate Repair	32.00	166.67	-134.67	-80.8 %	32.00	166.67	-134.67	-80.8 %
6211 Camera Repairs	0.00	83.34	-83.34	-100.0 %	0.00	83.34	-83.34	-100.0 %
6212 Gate Mechanical	0.00	133.34	-133.34	-100.0 %	0.00	133.34	-133.34	-100.0 %
621 Total Fence & Gate Repairs	32.00	383.35	-351.35	-91.7 %	32.00	383.35	-351.35	-91.7 %

	Actual 01/01/21 - 01/31/21	Budget 01/21 - 01/21	\$ Change	% Change	Actual YTD 01/01/21 - 01/31/21	Budget YTD 01/21 - 01/21	\$ Change	% Change
607 Total Repairs & Maintenance	5,007.53	5,173.36	-165.83	-3.2 %	5,007.53	5,173.36	-165.83	-3.2 %
630 Special Assessment Project								
633 Camera Equipment	32.95	0.00	32.95		32.95	0.00	32.95	
630 Total Special Assessment Project	32.95	0.00	32.95		32.95	0.00	32.95	
671 Legal, Professional Fees								
6710 Legal Counsel	0.00	212.00	-212.00	-100.0 %	0.00	212.00	-212.00	-100.0 %
671 Total Legal, Professional Fees	0.00	212.00	-212.00	-100.0 %	0.00	212.00	-212.00	-100.0 %
676 Accounting								
6761 Accounting Software	110.00	110.00	0.00	0.0 %	110.00	110.00	0.00	0.0 %
676 Total Accounting	110.00	110.00	0.00	0.0 %	110.00	110.00	0.00	0.0 %
690 Other Expenses								
692 Reserve Fund	0.00	5,000.00	-5,000.00	-100.0 %	0.00	5,000.00	-5,000.00	-100.0 %
690 Total Other Expenses	0.00	5,000.00	-5,000.00	-100.0 %	0.00	5,000.00	-5,000.00	-100.0 %
691 Adjustments To Expenses	0.50	0.00	0.50		0.50	0.00	0.50	
700 Office / Admin								
7003 Office Supplies	0.00	45.00	-45.00	-100.0 %	0.00	45.00	-45.00	-100.0 %
700 Total Office / Admin	0.00	45.00	-45.00	-100.0 %	0.00	45.00	-45.00	-100.0 %
TOTAL EXPENSE	11,034.95	16,402.88	-5,367.93	-32.7 %	11,034.95	16,402.88	-5,367.93	-32.7 %
OTHER INCOME								
800 Unallocated Prepays	3,148.42	0.00	3,148.42		3,148.42	0.00	3,148.42	
TOTAL OTHER INCOME	3,148.42	0.00	3,148.42		3,148.42	0.00	3,148.42	
NET INCOME	12,934.04	2,247.00	10,687.04	475.6 %	12,934.04	2,247.00	10,687.04	475.6 %
NET INCOME SUMMARY								
Income	20,820.57	18,649.88	2,170.69	11.6 %	20,820.57	18,649.88	2,170.69	11.6 %
Expense	-11,034.95	-16,402.88	5,367.93	32.7 %	-11,034.95	-16,402.88	5,367.93	32.7 %
Other Income & Expense	3,148.42	0.00	3,148.42		3,148.42	0.00	3,148.42	
NET INCOME	12,934.04	2,247.00	10,687.04	475.6 %	12,934.04	2,247.00	10,687.04	475.6 %

Balance Sheet

Quail Springs
Condominiums REC
As of 01/31/21 (cash basis)

ASSETS

Bank Account		
1002 QSREC BOK op		22,856.47
1004 QSREC BOK res		<u>3,649.89</u>
Total Bank Account		26,506.36
Other Current Asset		
1100 Undeposited Funds		715.19
2010 Pass-through		<u>-1,359.07</u>
Total Other Current Asset		-643.88
Fixed Asset		
1009 Equipment & Machinery		<u>325.11</u>
Total Fixed Asset		<u>325.11</u>
TOTAL ASSETS		<u><u>26,187.59</u></u>

LIABILITIES & EQUITY

Liabilities

Other Current Liability		
2009 Security Deposits		<u>-200.00</u>
Total Other Current Liability		<u>-200.00</u>
Total Liabilities		-200.00

Equity

3000 Net Income		12,934.04
3001 Retained Earnings		<u>13,453.55</u>
Total Equity		<u>26,387.59</u>
TOTAL LIABILITIES & EQUITY		<u><u>26,187.59</u></u>

Bank Reconciliation Report

QSREC BOK op

Reconciled on: 01/31/21

Deposits

Date	Ref #	Details	Amount
12/31/20	D3895	Bank Deposit	347.03
01/04/21	D3896	Bank Deposit	2,853.24
01/04/21	D3897	Bank Deposit	70.00
01/05/21	D3898	Bank Deposit	2,170.39
01/05/21	D3899	Bank Deposit	165.00
01/06/21	D3900	Bank Deposit: Epay	65.00
01/06/21	D3910	Bank Deposit: Epay	70.77
01/07/21	D3901	Bank Deposit: Epay	2,294.67
01/07/21	D3902	Bank Deposit: Epay	419.25
01/07/21	D3903	Bank Deposit	1,117.83
01/08/21	D3904	Bank Deposit	455.00
01/08/21	D3905	Bank Deposit: Epay	10.50
01/08/21	D3906	Bank Deposit	451.00
01/09/21	D3908	Bank Deposit: Epay	176.50
01/09/21	D3909	Bank Deposit: Epay	142.03
01/11/21	D3907	Bank Deposit	1,773.00
01/12/21	D3911	Bank Deposit: Epay	222.00
01/13/21	D3912	Bank Deposit: Epay	121.00
01/14/21	D3913	Bank Deposit: Epay	176.50
01/14/21	D3914	Bank Deposit	418.10
01/14/21	D3915	Bank Deposit	1,755.00
01/15/21	D3916	Bank Deposit: Epay	71.75
01/15/21	D3917	Bank Deposit: Epay	60.50
01/16/21	D3919	Bank Deposit: Epay	793.25
01/16/21	D3920	Bank Deposit: Epay	116.00
01/18/21	D3918	Bank Deposit	2,417.00
01/18/21	D3921	Bank Deposit	653.50
01/20/21	D3922	Bank Deposit	524.94
01/20/21	D3923	Bank Deposit: Epay	322.51
01/21/21	D3924	Bank Deposit: Epay	218.50
01/22/21	D3925	Bank Deposit: Epay	60.50
01/22/21	D3926	Bank Deposit: Epay	60.50
01/25/21	D3927	Bank Deposit	882.50
01/26/21	D3928	Bank Deposit: Epay	116.00
01/26/21	D3929	Bank Deposit	445.50
01/27/21	D3930	Bank Deposit	256.50
01/27/21	D3931	Bank Deposit	60.50
01/27/21	D3932	Bank Deposit: Epay	200.00
01/27/21	D3933	Bank Deposit	55.50
01/28/21	D3934	Bank Deposit	415.50
01/29/21	D3935	Bank Deposit: Epay	69.50
			23,074.26

Payments

Date	Ref #	Details	Amount
12/23/20	3140	Ignacio Pasillas	4,300.00
12/30/20	3142	Home Depot	36.90
01/06/21	3143	Waste Connection	3,057.24
01/06/21	3144	City of Oklahoma City	89.60

Date	Ref #	Details	Amount
01/06/21	3145	Wolfe's Cleaning Service	274.08
01/08/21	N3901	Bank Deposit NSF (1/8/2021)	148.34
01/11/21	J54	Journal	0.50
01/13/21	3146	Quail Springs HOA Phase I	110.00
01/13/21	3147	Melissa Lupardus	65.00
01/21/21	3148	Oklahoma HOA Partner	1,969.75
01/21/21	3150	OG&E	399.00
01/21/21	3151	Home Depot	28.98
01/21/21	3153	City of Oklahoma City	103.51
01/21/21	ACH	AT&T	264.87
01/21/21		Security Logics	32.95
02/04/21	N3907	Bank Deposit NSF (2/4/2021)	75.00
			10,955.72

Outstanding Deposits

Date	Ref #	Details	Amount
01/29/21	D3936	Bank Deposit	1,286.19
02/01/21	D3937	Bank Deposit	877.47
02/01/21	D3938	Bank Deposit	70.00
02/02/21	D3939	Bank Deposit	1,075.00
02/03/21	D3940	Bank Deposit: Epay	188.62
02/03/21	D3941	Bank Deposit	359.19
02/03/21	D3942	Bank Deposit	1,106.74
02/04/21	D3943	Bank Deposit	2,143.50
02/04/21	D3944	Bank Deposit	338.00
			7,444.71

Outstanding Payments

Date	Ref #	Details	Amount
01/21/21	3149	HRES Maintenance & Make Ready	119.50
01/21/21	3152	Ignacio Pasillas	4,300.00
01/27/21	3154	HRES Maintenance & Make Ready	48.00
01/27/21	3155	Home Depot	36.97
01/27/21	3156	Wolfe's Cleaning Service	200.00
02/03/21	3157	Nash Cohenour Kelley & Giessmann, PC	44.00
02/03/21	3158	Waste Connection	3,078.44
02/03/21	3159	HRES Maintenance & Make Ready	30.00
02/03/21	3160	Home Depot	24.96
02/03/21	3161	Oklahoma HOA Partner	25.00
			7,906.87

Summary

Beginning Balance:	14,081.21
+ Selected Deposits (41)	23,074.26
- Selected Payments (16)	10,955.72
Ending Balance:	26,199.75
Goal:	26,199.75
Difference:	0.00

Reconciled Balance	26,274.75
+ Uncleared Deposits	1,286.19
- Outstanding Checks	4,704.47
Register Balance	22,856.47

Owner Bill Attachments

Quail Springs Condominium REC

Paid between 01/01/21 and 01/31/21

<u>Bill Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Memo</u>	<u>Amount</u>	<u>No. of Attachments</u>
11/01/19	Quail Springs HOA Phase			110.00	0
12/15/20	WCA Waste Systems INC	0220001786	EFT 739266955	3057.24	1
12/17/20	City of Oklahoma City	14413water1	EFT 739101921	89.60	1
12/22/20	HRES Maintenance & Mal	122220-QSR		48.00	0
12/26/20	Wolfe's Cleaning Service	QSRclean12		274.08	1
12/29/20	HRES Maintenance & Mal	122920-QSR		87.50	1
12/29/20	Oklahoma HOA Partner	122920-QSR		525.00	1
01/07/21	Home Depot	5511665	6035322149659678	28.98	1
01/07/21	OG&E	QSRclubele1	EFT 248920690	366.00	1
01/07/21	OG&E	QSRgateEle	EFT 248920661	18.00	1
01/07/21	OG&E	QSRsprinkle	EFT 248920643	15.00	1
01/08/21	Ignacio Pasillas	1730		4300.00	1
01/11/21	City of Oklahoma City	QSRwater01	EFT 2145769641	103.51	1
01/11/21	Melissa Lupardus	2020 DUES		65.00	0
01/12/21	HRES Maintenance & Mal	011221-QSR		32.00	1
01/15/21	Home Depot	7512199	6035322149659678	36.97	1
01/18/21	Oklahoma HOA Partner	DEC20MGM		1444.75	0
01/21/21	AT&T Services	AT&T		264.87	0
01/21/21	Security Options	SecurityOptic		32.95	0
01/25/21	Wolfe's Cleaning Service	QSRcleaning		200.00	1

Aged Receivables (Charge Summary)

Current members as of 01/31/21

Type	Description	0-30	31-60	61-90	91+	Total
NSFFEE	Non-Sufficient Funds Fee	20.00	0.00	20.00	0.00	40.00
LC	Late Charge	0.00	162.28	129.15	90.91	382.34
DUES	MONTHLY DUES	3,212.44	0.00	1,573.33	2,740.97	7,526.74
GATE	GATE OPENER	30.00	20.00	0.00	0.00	50.00
LEG	Legal Fees	44.00	0.00	0.00	68.00	112.00
PP	Payment Plan	30.00	0.00	30.00	60.00	120.00
CL	Closing Letter	160.50	50.00	0.00	0.00	210.50
		3,496.94	232.28	1,752.48	2,959.88	8,441.58