

**Monthly Agenda**  
**October 16th, 2018**  
**Quail Springs Condominiums Phase I Association**

**I. Open Meeting**

**II. Determination of Quorum**

Board Member, John Perry, has resigned effective immediately

**III. Approval of Minutes**

**IV. Financials**

**a. September 2018 Phase I HOA Operating Account**

- i. Total Income: \$43,041.69
- ii. Total Expense: \$29,612.84
- iii. Net Income: \$14,306.98 (after prepaids)
- iv. Capital Improvements: \$0.00

**b. September 2018 Phase I HOA Reserve Account \$94,855.70**

**c. September 2018 Phase I HOA Operating Account \$73,885.32**

**d. Collections: \$18,589.38 as of 09/30/18 (\$21,272.83 last month)**

**v. Liens filed: None**

**vi. Current Legal:**

- 1. **18A** – Made payment plan with atty.
  - 2. **19A \$1,835.06**
  - 3. **19E** \$3,920.62 File is with the attorney, owner made a one-time payment of \$600. Waiting for PP in writing.
- vii. Released legal: 22A: On an automatic withdrawal for PP.
- viii. Request legal: none

**V. Old Business**

**a. Parking lot cracks (*Bidding in progress*)**

- i. Bids to overlay existing parking lot and drive averaging \$250,000
- ii. Board discussion on when to work in to a budget for reserving funds to cure.

**b. Bank Account Changes:**

- i. Action to remove all Board Members from all bank accounts tied to Quails Springs Phase 1 and add the following Officers:
- ii. Documents have been delivered to Bank of Oklahoma on MacArthur and Memorial. Board members have all gone up to bank to open profiles.
  - 1. Bank officials have requested new documents for upload which are missing from their file. Certificate of Good Standing and FEIN Verification letter from IRS. All sent to bank 10/15/18

**c. Special Assessment Fence Project (EXH 6.B) *Work in progress***

- i. Management has been monitoring progress, appear to be on the tail end of the project.

**d. Building Exterior Project**

- i. 14407 Building: A Step Above Roofing \$25,750.00 : (COMPLETED)
- ii. 14425 Building: A Step Above Roofing \$21,400.00: (WORK IN PROGRESS)

**e. Neighborhood Watch consideration**

- i. Spoke with neighborhood alliance and they would like to set a meeting up with interested homeowners. Management has sent an email out to owners requesting volunteers as well as posted on the Phase 1 Facebook page.

**VI. New Business**

- a. 14303-H
  - i. Previous owner was set up on EPAY, unit sold and EPAY was ran which NSF. Previous Owner requesting reimbursement on OD fee of \$28.
- b. Drainage Improvements (EXH 6.B)
  - i. 14401 : \$3,300
  - ii. 14307 : \$2,870
- c. 2019 Budget (EXH 6.C)
- d. 14401-D complaints (EXH 6.D) -**EXCUTIVE SESSION**
  - i. Settlement issues in unit.

**VII. VIOLATIONS**

no disputes at this time

**VIII. Announcements and Recommendations to Members**

**IX. Homeowner Time**

- a.

**X. Next Meeting: Tuesday, November 20th, 2018 @ 7:00**

**Adjournment**

**Monthly Minutes**  
**September 18th, 2018**  
**Quail Springs Condominiums Phase I Association**

- **Open Meeting** : Meeting call to order at 7.15pm.
  
- **Determination of Quorum** : Mark, Patrizia and Marie present. Board Member, John Perry, has resigned effective immediately
  
- **Approval of Minutes** : Patrizia made a motion to approve the Minutes. Marie seconded. Motion passed.
  
- **Financials** : Marie made a motion to approve the Financials. Patrizia seconded. Motion passed.
  - **August 2018** Phase I HOA Operating Account
    - Total Income: \$ 42,370.12
    - Total Expense: \$ 33,180.30
    - Net Income: \$6,119.59 (after prepaids)
    - Capital Improvements: \$ 662.37
  
  - **August 2018** Phase I HOA Reserve Account \$ 94,853.36
  
  - **August 2018** Phase I HOA Operating Account \$ 65,495.34
  
  - **Collections: \$21,272.83** as of **08/31/18** (**\$26,292.44** last month)
    - **Liens filed:** None
  
    - **Current Legal:**
      - **8C** \$314.86 – PD balance off 9/11/18
      - **18A** \$ 4,813.76 – File with attorney.
      - **19A \$1,230.62**
      - **16E** \$3,157.07 – CJ-2017-4247 Sold at Sheriff Sale. **Owner paid 1 year in advance.**
      - **19E** \$3,287.38 File is with the attorney, owner working out payment arrangement with counsel. **Owner just paid \$600 for Rec. and HOA1.**
  
    - Released legal:
  
    - Request legal: 22A: \$1,677.21 - Lien filed. Sent account over to counsel.

Type	Description	0-30	31-60	61-90	91+	Total
LC	Late Charge	0.00	341.80	223.05	1,376.08	1,940.93
SP	Special Assessment	0.00	0.00	2,441.76	0.00	2,441.76
DC	Dues Charge	4,790.01	0.00	2,736.52	8,332.01	15,858.54
LG	Legal Fees	0.00	33.00	0.00	204.13	237.13
PP	Payment Plan	16.39	0.00	68.32	0.00	84.71
CL	Closing Letter	50.00	0.00	0.00	0.00	50.00
AGRADJ	Account Group Adjustment	0.00	0.00	0.00	195.60	195.60
LegRem	Legal Reimbursement	0.00	154.00	0.00	240.02	394.02
VF	Violation Fine	0.00	0.00	0.00	25.00	25.00
NI	Non-income Reimbursement	45.14	0.00	0.00	0.00	45.14
		4,901.54	528.80	5,469.65	10,372.84	21,272.83

- **Old Business**

- Parking lot cracks (*Bidding in progress*)
  - Bids to overlay existing parking lot and drive averaging \$250,000
  - Board discussion on when to work in to a budget for reserving funds to cure.
- Bank Account Changes:
  - Action to remove all Board Members from all bank accounts tied to Quails Springs Phase 1 and add the following Officers:
  - Documents have been delivered to Bank of Oklahoma on MacArthur and Memorial.  
**Board members should receive call or email from Clint Robinson**
- 14313-B Reimbursement Request]
  - Reimbursement for repairs done to ceiling from continuous leak. Owner wanted to wait on repair to ensure leak was no longer active and stated she would reach out for scheduling, then brought an invoice in for reimbursement. BOARD DENIED. Member would like to be heard on matter
- Special Assessment Fence Project (EXH 6.B) *Work in progress*  
Due to increased cost of materials, management has reached out to 5 vendors for re-bidding of 72 yards. Scope of Work and map presented is attached for review:
  - A Step Above: \$54,963.00 Board approved. Work began on 9/11/18.
- Building Exterior Project
  - 14407 Building: A Step Above Roofing \$25,750.00 : Board approved. Materials delivered. **Started working on it.**
  - 14425 Building: A Step Above Roofing \$21,400.00: Board approved

- **New Business**

- Neighborhood Watch consideration.
  - Management has contacted Neighborhood Alliance for an appointment on getting Quail Springs neighbors trained for a successful 'Crime Watch' program. Phase 1 will work with Recreation and Phase 2 associations to make the most out of system.
- 14401-D Disputes damages to 14401-E storage caused from disconnected condensate line discovered in May 2018. (EXH 6.B) Tenant in unit E is reporting \$3000.00 in personal property

damage.

- **VIOLATIONS : Tabled for next month.**  
no disputes at this time

- **Announcements and Recommendations to Members**

REMINDER: Trees located inside of your fenced courtyards are the Owners responsibly. Management has sent multiple notices to Owners with trees and ivy growing up against or along the building exteriors to have them trimmed back. ANY DAMAGES TO THE STRUCTURE (ROOF LEAKS, STRUCTURAL PROBLEMS) WILL BE BILLED BACK TO THE OWNER OF THE TREE OR VINES without warning.

- **Homeowner Time**

- 14D ask for the siding to be repaired. Need to check for leaks and get a quote. It is not a priority unless there is a leak / An homeowner asked if the management will raise dues for next year. Hopefully will stay the same / Quotes to repairf all 6" fences gates done previously.

- **Next Meeting:** Tuesday, October 16, 2018 @ 7:00

- **Adjournment** : Marie made a motion to adjourn the Meeting at 7.44pm. Mark seconded. Motion passed.

# Budget Comparison

## QUAIL SPRINGS PHASE 1 HOA

Comparison Periods: 09/01/18 - 09/30/18 and 01/01/18 - 09/30/18 (cash basis)

	Actual 09/01/18 - 09/30/18	Budget 09/18 - 09/18	\$ Change	% Change	Actual YTD 01/01/18 - 09/30/18	Budget YTD 01/18 - 09/18	\$ Change	% Change
<b>INCOME</b>								
302 Membership Dues Income	41,187.40	40,827.00	360.40	0.9 %	362,002.05	367,443.00	-5,440.95	-1.5 %
307 Interest Income	2.34	3.00	-0.66	-22.0 %	18.10	27.00	-8.90	-33.0 %
309 Late Fee Income	427.28	140.00	287.28	205.2 %	2,081.02	1,260.00	821.02	65.2 %
310 Legal Fees	0.00	0.00	0.00		151.91	0.00	151.91	
314 Compliance Fee Income	0.00	0.00	0.00		145.00	0.00	145.00	
317 Other Income								
1065 General Reimbursement	0.00	0.00	0.00		254.04	0.00	254.04	
317 Other Other Income	0.00	0.00	0.00		680.19	0.00	680.19	
317 Total Other Income	0.00	0.00	0.00		934.23	0.00	934.23	
319 Closing Letters	200.00	40.00	160.00	400.0 %	940.00	560.00	380.00	67.9 %
321 Special Assessment	1,224.67	0.00	1,224.67		25,707.43	27,864.00	-2,156.57	-7.7 %
<b>TOTAL INCOME</b>	<b>43,041.69</b>	<b>41,010.00</b>	<b>2,031.69</b>	<b>5.0 %</b>	<b>391,979.74</b>	<b>397,154.00</b>	<b>-5,174.26</b>	<b>-1.3 %</b>
<b>EXPENSE</b>								
600 Management								
6002 Management Fees	2,542.20	2,463.00	79.20	3.2 %	23,281.46	23,835.00	-553.54	-2.3 %
6004 In-House Administrion	576.50	1,800.00	-1,223.50	-68.0 %	14,724.00	16,200.00	-1,476.00	-9.1 %
600 Total Management	3,118.70	4,263.00	-1,144.30	-26.8 %	38,005.46	40,035.00	-2,029.54	-5.1 %
604 Utilities								
6041 Internet	0.00	50.00	-50.00	-100.0 %	334.60	450.00	-115.40	-25.6 %
6042 Electric	1,002.51	1,020.00	-17.49	-1.7 %	10,039.92	9,180.00	859.92	9.4 %
6043 Telephone	108.23	81.00	27.23	33.6 %	639.86	729.00	-89.14	-12.2 %
6045 Water And Sewer Utility	8,462.48	6,960.00	1,502.48	21.6 %	67,892.02	62,640.00	5,252.02	8.4 %
6046 Trash Removal	450.00	800.00	-350.00	-43.8 %	1,350.00	1,600.00	-250.00	-15.6 %
6047 Fire Supression System	79.90	80.00	-0.10	-0.1 %	2,267.10	720.00	1,547.10	214.9 %
604 Total Utilities	10,103.12	8,991.00	1,112.12	12.4 %	82,523.50	75,319.00	7,204.50	9.6 %
607 Repairs & Maintenance								
15 Roofing	0.00	250.00	-250.00	-100.0 %	973.00	1,000.00	-27.00	-2.7 %
16 Carports & Balconies	1,682.80	1,800.00	-117.20	-6.5 %	3,918.88	3,600.00	318.88	8.9 %
610 HVAC	30.00	0.00	30.00		907.50	0.00	907.50	
612 Exterior Paint / Siding	0.00	0.00	0.00		370.55	0.00	370.55	
613 Electrical	415.00	425.00	-10.00	-2.4 %	1,685.23	3,825.00	-2,139.77	-55.9 %
614 Flooring	0.00	342.00	-342.00	-100.0 %	135.00	3,078.00	-2,943.00	-95.6 %
615 Windows & Doors	0.00	0.00	0.00		30.00	0.00	30.00	
617 Materials & Supplies	143.56	250.00	-106.44	-42.6 %	2,135.26	2,250.00	-114.74	-5.1 %
618 Plumbing	0.00	1,055.00	-1,055.00	-100.0 %	2,129.10	9,495.00	-7,365.90	-77.6 %
619 Contract Labor	422.50	750.00	-327.50	-43.7 %	8,721.98	6,750.00	1,971.98	29.2 %

	Actual 09/01/18 - 09/30/18	Budget 09/18 - 09/18	\$ Change	% Change	Actual YTD 01/01/18 - 09/30/18	Budget YTD 01/18 - 09/18	\$ Change	% Change
620 Pest Control	0.00	0.00	0.00		5,110.00	0.00	5,110.00	
621 Fence & Gate Repair	170.00	425.00	-255.00	-60.0 %	6,563.00	3,825.00	2,738.00	71.6 %
623 Tools & Equipment	0.00	0.00	0.00		45.03	1,632.11	-1,587.08	-97.2 %
624 Structural/Foundation	0.00	0.00	0.00		0.00	17,500.00	-17,500.00	-100.0 %
608 Landscaping/Trees/Grounds	1,118.51	0.00	1,118.51		11,541.71	0.00	11,541.71	
607 Total Repairs & Maintenance	3,982.37	5,297.00	-1,314.63	-24.8 %	44,266.24	52,955.11	-8,688.87	-16.4 %
670 Taxes/Insurance								
675 Insurance	10,487.84	12,500.00	-2,012.16	-16.1 %	101,147.97	132,645.47	-31,497.50	-23.7 %
670 Total Taxes/Insurance	10,487.84	12,500.00	-2,012.16	-16.1 %	101,147.97	132,645.47	-31,497.50	-23.7 %
671 Legal, Professional Fees								
6710 Legal/Attorney	1,775.81	367.00	1,408.81	383.9 %	3,568.50	3,303.00	265.50	8.0 %
6711 Accounting/Accountant	0.00	0.00	0.00		0.00	400.00	-400.00	-100.0 %
6712 Lien Filing Fees	0.00	26.00	-26.00	-100.0 %	224.00	234.00	-10.00	-4.3 %
671 Total Legal, Professional Fees	1,775.81	393.00	1,382.81	351.9 %	3,792.50	3,937.00	-144.50	-3.7 %
676 Accounting Software								
6761 Software Rental	0.00	110.00	-110.00	-100.0 %	0.00	990.00	-990.00	-100.0 %
6762 Website	0.00	0.00	0.00		119.88	20.00	99.88	499.4 %
676 Other Accounting Software	145.00	0.00	145.00		985.00	0.00	985.00	
676 Total Accounting Software	145.00	110.00	35.00	31.8 %	1,104.88	1,010.00	94.88	9.4 %
700 Office / Administrative								
678 Bank Charges/Fees	0.00	5.00	-5.00	-100.0 %	0.00	45.00	-45.00	-100.0 %
7000 Postage	0.00	30.00	-30.00	-100.0 %	15.70	270.00	-254.30	-94.2 %
7003 Office Supplies	0.00	45.00	-45.00	-100.0 %	628.59	405.00	223.59	55.2 %
700 Total Office / Administrative	0.00	80.00	-80.00	-100.0 %	644.29	720.00	-75.71	-10.5 %
5014 CAPITAL IMPROVEMENTS								
501406 Windows, Siding or Painting	0.00	0.00	0.00		27,476.02	0.00	27,476.02	
501407 Electrical (capital)	0.00	0.00	0.00		521.27	0.00	521.27	
501410 Fencing	0.00	0.00	0.00		8,745.20	27,864.00	-19,118.80	-68.6 %
5014 Total CAPITAL IMPROVEMENTS	0.00	0.00	0.00		36,742.49	27,864.00	8,878.49	31.9 %
5102 Reserve Transfer	0.00	8,000.00	-8,000.00	-100.0 %	0.00	72,000.00	-72,000.00	-100.0 %
5199 Adjustments To Expenses	0.00	605.00	-605.00	-100.0 %	143.72	0.00	143.72	
6001 Other Expenses	0.00	0.00	0.00		10.80	0.00	10.80	
<b>TOTAL EXPENSE</b>	<b>29,612.84</b>	<b>40,239.00</b>	<b>-10,626.16</b>	<b>-26.4 %</b>	<b>308,381.85</b>	<b>406,485.58</b>	<b>-98,103.73</b>	<b>-24.1 %</b>
<b>OTHER INCOME</b>								
800 Unallocated Prepays	878.13	0.00	878.13		2,885.29	0.00	2,885.29	
<b>TOTAL OTHER INCOME</b>	<b>878.13</b>	<b>0.00</b>	<b>878.13</b>		<b>2,885.29</b>	<b>0.00</b>	<b>2,885.29</b>	
<b>NET INCOME</b>	<b>14,306.98</b>	<b>771.00</b>	<b>13,535.98</b>	<b>1,755.6 %</b>	<b>86,483.18</b>	<b>-9,331.58</b>	<b>95,814.76</b>	<b>1,026.8 %</b>

	<b>Actual</b> <b>09/01/18 - 09/30/18</b>	<b>Budget</b> <b>09/18 - 09/18</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Actual YTD</b> <b>01/01/18 - 09/30/18</b>	<b>Budget YTD</b> <b>01/18 - 09/18</b>	<b>\$ Change</b>	<b>% Change</b>
<b>NET INCOME SUMMARY</b>								
Income	43,041.69	41,010.00	2,031.69	5.0 %	391,979.74	397,154.00	-5,174.26	-1.3 %
Expense	-29,612.84	-40,239.00	10,626.16	26.4 %	-308,381.85	-406,485.58	98,103.73	24.1 %
Other Income & Expense	878.13	0.00	878.13		2,885.29	0.00	2,885.29	
<b>NET INCOME</b>	<b>14,306.98</b>	<b>771.00</b>	<b>13,535.98</b>	<b>1,755.6 %</b>	<b>86,483.18</b>	<b>-9,331.58</b>	<b>95,814.76</b>	<b>1,026.8 %</b>



# Balance Sheet

All Properties  
As of 09/30/18 (cash basis)

## ASSETS

Bank Account		
1013 Quail BOK op		73,885.32
1014 Quail BOK res		94,855.70
Total Bank Account		<u>168,741.02</u>
Accounts Receivable		
40011 Utility Reimbursement		-504.35
Total Accounts Receivable		<u>-504.35</u>
Other Current Asset		
1100 Undeposited Funds		7,440.61
2010 Pass-through		1.00
Total Other Current Asset		<u>7,441.61</u>
Fixed Asset		
1009 Equipment & Machinery		1,602.26
1010 Office Equipment & Furnishings		32.38
Total Fixed Asset		<u>1,634.64</u>
TOTAL ASSETS		<u><u>177,312.92</u></u>

## LIABILITIES & EQUITY

Equity		
3000 Net Income		86,483.18
3001 Retained Earnings		90,829.74
Total Equity		<u>177,312.92</u>
TOTAL LIABILITIES & EQUITY		<u><u>177,312.92</u></u>

**Sam's Level Lawns**

sam@samslevellawns.com  
http://www.samslevellawns.com

# ESTIMATE

**ADDRESS**

Quail Springs Condominiums  
14401 N Penn

**ESTIMATE # 1286**

**DATE 10/13/2018**

ACTIVITY	QTY	RATE	AMOUNT
<b>French Drain</b> Apartment 14401 Install 3 drains, and regrade high spots on se side of apartment Remove high spots in all areas that are blocking water flow Install French drain up against building, backfilling with river rock to maximize water collection Run drain pipe underneath sidewalk and down slope for water to properly exit in all 3 locations Re-Sod area where graded with Bermuda  Middle area will require air conditioners to be moved for one day	1	3,300.00	3,300.00
<b>Regrade</b> Apartment 14307 Bring in 2 loads of topsoil at 10 cubic yards each, \$685 per load Raise up area where erosion has occurred by sidewalks, close to valley around both sidewalks, roughly 160 total linear feet Re-sod with Bermuda grass, 5 pallets, 500 sq ft per pallet, \$300 each	1	2,870.00	2,870.00

Hey Sheila, if you have questions on estimate feel free to contact me.  
In the erosion problem we can probably get the cost down if you don't want to do all of it.  
We started on high end but we can work it down. Just let me know?  
Thanks!

**TOTAL**

**\$6,170.00**

Accepted By

Accepted Date

# Fiscal Year Budget

## QUAIL SPRINGS PHASE 1 HOA

*without building exteriors*

Monthly recap 01/01/19 - 12/31/19 Profit and Loss

	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUN 19	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	TOTAL
<b>INCOME</b>													
302 Membership Dues Income	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	37,152.00	445,824.00
307 Interest Income	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	20.88
309 Late Fee Income	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	3,036.00
317 Other Income													
1065 General Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	54.16	0.00	0.00	0.00	0.00	0.00	54.16
317 Other Other Income	0.00	0.00	32.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.00
317 Total Other Income	0.00	0.00	32.00	0.00	0.00	0.00	54.16	0.00	0.00	0.00	0.00	0.00	86.16
319 Closing Letters	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
321 Special Assessment	0.00	0.00	0.00	0.00	0.00	8,000.00	11,000.00	5,000.00	0.00	0.00	0.00	0.00	24,000.00
<b>TOTAL INCOME</b>	<b>37,506.74</b>	<b>37,506.74</b>	<b>37,538.74</b>	<b>37,506.74</b>	<b>37,506.74</b>	<b>45,506.74</b>	<b>48,560.90</b>	<b>42,506.74</b>	<b>37,506.74</b>	<b>37,506.74</b>	<b>37,506.74</b>	<b>37,506.74</b>	<b>474,167.04</b>
<b>EXPENSE</b>													
600 Management													
6002 Management Fees	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30,000.00
6004 In-House Administration	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	20,400.00
600 Total Management	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	50,400.00
604 Utilities													
6041 Internet	48.00	54.42	78.00	0.00	0.00	107.64	47.43	0.00	0.00	0.00	0.00	0.00	335.49
6042 Electric	1,265.00	1,000.00	1,000.00	1,050.00	1,000.00	1,350.00	1,000.00	1,300.00	1,925.00	1,200.00	1,000.00	1,000.00	14,090.00
6043 Telephone	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
6045 Water And Sewer Utility	7,000.00	6,900.00	7,300.00	7,800.00	8,650.00	8,450.00	7,450.00	72,000.00	6,500.00	6,700.00	6,800.00	6,400.00	151,950.00
6046 Trash Removal	0.00	0.00	0.00	900.00	0.00	600.00	0.00	0.00	450.00	0.00	0.00	0.00	1,950.00
6047 Fire Suppression System	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
604 Total Utilities	8,493.00	8,134.42	8,558.00	9,930.00	9,830.00	10,687.64	8,677.43	73,480.00	9,055.00	8,080.00	7,980.00	7,580.00	170,485.49
607 Repairs & Maintenance													
15 Roofing	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
16 Carports & Balconies	467.00	467.00	467.00	467.00	467.00	467.00	467.00	467.00	467.00	467.00	467.00	467.00	5,604.00
612 Exterior Paint / Siding	0.00	0.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	0.00	0.00	0.00	1,750.00
613 Electrical	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	2,004.00
617 Materials & Supplies	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	2,580.00
618 Plumbing	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
619 Contract Labor	759.00	759.00	759.00	759.00	759.00	759.00	759.00	759.00	759.00	759.00	759.00	759.00	9,108.00
620 Pest Control	0.00	0.00	0.00	0.00	125.00	0.00	0.00	2,355.00	0.00	125.00	0.00	0.00	2,605.00
621 Fence & Gate Repair	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
608 Landscaping/Trees/Grounds	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	2,820.00
607 Total Repairs & Maintenance	2,693.00	2,693.00	2,943.00	2,943.00	3,068.00	2,943.00	2,943.00	5,298.00	2,943.00	2,818.00	2,693.00	2,693.00	36,671.00

	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUN 19	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	TOTAL
670 Taxes/Insurance													
675 Insurance	10,500.00	10,500.00	0.00	42,240.26	10,500.00	15,000.00	10,500.00	10,500.00	10,500.00	10,500.00	10,500.00	0.00	141,240.26
670 Total Taxes/Insurance	10,500.00	10,500.00	0.00	42,240.26	10,500.00	15,000.00	10,500.00	10,500.00	10,500.00	10,500.00	10,500.00	0.00	141,240.26
671 Legal, Professional Fees													
6710 Legal/Attorney	367.00	367.00	367.00	367.00	367.00	367.00	367.00	367.00	367.00	367.00	367.00	367.00	4,404.00
6711 Accounting/Accountant	0.00	275.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	275.00
6712 Lien Filing Fees	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	360.00
671 Total Legal, Professional Fee	397.00	672.00	397.00	397.00	397.00	397.00	397.00	397.00	397.00	397.00	397.00	397.00	5,039.00
676 Accounting Software													
6761 Software Rental	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	1,320.00
6762 Website	0.00	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
676 Total Accounting Software	110.00	110.00	110.00	110.00	110.00	110.00	230.00	110.00	110.00	110.00	110.00	110.00	1,440.00
700 Office / Administrative													
7000 Postage	0.00	0.00	9.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.00
7003 Office Supplies	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	840.00
700 Total Office / Administrative	70.00	70.00	79.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	849.00
5102 Reserve Transfer	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00
5199 Adjustments To Expenses	0.00	0.00	0.00	0.00	0.00	0.00	143.72	0.00	0.00	0.00	0.00	0.00	143.72
6001 Other Expenses	0.00	0.00	0.00	0.00	10.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.80
TOTAL EXPENSE	31,463.00	31,379.42	21,287.00	64,890.26	33,185.80	38,407.64	32,161.15	99,055.00	32,275.00	31,175.00	30,950.00	20,050.00	466,279.27
NET INCOME	6,043.74	6,127.32	16,251.74	-27,383.52	4,320.94	7,099.10	16,399.75	-56,548.26	5,231.74	6,331.74	6,556.74	17,456.74	7,887.77

	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUN 19	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	TOTAL
NET INCOME SUMMARY													
Income	37,506.74	37,506.74	37,538.74	37,506.74	37,506.74	45,506.74	48,560.90	42,506.74	37,506.74	37,506.74	37,506.74	37,506.74	474,167.04
Expense	-31,463.00	-31,379.42	-21,287.00	-64,890.26	-33,185.80	-38,407.64	-32,161.15	-99,055.00	-32,275.00	-31,175.00	-30,950.00	-20,050.00	-466,279.27
NET INCOME	6,043.74	6,127.32	16,251.74	-27,383.52	4,320.94	7,099.10	16,399.75	-56,548.26	5,231.74	6,331.74	6,556.74	17,456.74	7,887.77

