

WOODLAND WEST HOA
January 12th, 2016
5:30PM

Old Business

- **Bed Bug Inspections will start around 9 am Monday, October 12th, 2015 followed by Pest Control (which generally starts around 12 pm – 1pm).**
- **Fire Inspections were conducted and we passed without any known issues.**
- **Carpets were cleaned September 2016 in ALL buildings** Buildings were cleaned September 2015. Not 2016.
- **Removed old trash cans and placed new ones in its place with lids on them. Thoughts?**
- **Jetz contract has been signed and machines have been updated in all buildings. I have a request put out to place the dryer times back to 60 minutes instead of 50 minutes.**
- **Garage 11 gutter has been fixed and repaired. Garage 24 has been fixed and repaired.**
- **Pool Vote Results:**
 - **Pool Demolition – Total Votes – 7**
 - **Pool Repair – Total Votes – 10**
 - **Unspent maintenance costs for 2015. These funds going towards pool repair for 2016.**
- **Building B & C Lighting – MidAmerican Rebate is done after this year.**
- **Camera discussion (Still in progress)**
- **HOA Election Discussion**

New Business

- **Bed Bug Inspections will start around 9 am Monday, January 11th, 2016 followed by Pest Control (which generally starts around 12 pm – 1pm).**
- **Building B/C new lighting has been installed.** Received positive feedback regarding the lights.
- **Thoughts on changing the building codes once a year?** HOA like this idea. Will be sending notice out to get code changed.
- **Wired Smoke Alarms Building B. If your smoke alarm is wired and we contact you to enter your unit we will need to enter your unit to look at the smoke alarm. Do not take these down. If there is an issue with it and you cannot correct the issue contact us directly and set up a time for us to enter.**
- **There will be a temp to cover my position while I'm out of the office, welcoming a new member to the family. She is scheduled to start later this month. Please feel free to stop by and introduce yourself.**
- **Pool Repairs – Have been scheduled for spring. Depending on weather it could be a little earlier or a little later than May 1st, 2016.**
- **HOA Election Discussion** Will be sending out an email within the next couple of months to see if anyone is interested in being on the HOA board and hold an election since one hasn't been done in a while.

Financials

Please see attached financials. There are some questions about the financials which management is currently looking into.

Woodland West B&C
Balance Sheet
December 31, 2015

Liabilities & Equity

Liabilities

Current Liabilities

Accounts Payable

14,664.97

Total Current Liabilities

14,664.97

Total Liabilities

14,664.97

Equity

Unrestricted Net Assets

6,913.74

Retained Earnings

3,431.51

Current Net Income

(4,024.79)

Total Equity

6,320.46

Total Liabilities & Equity

20,985.43

Woodland West B&C

Income Statement

December 31, 2015

	Month Ending 12/31/2015		Year to Date 12/31/2015	
	Actual	%	Actual	%
Income				
Rental Income				
50200 - Home Owners Association Dues	8,400.00	100.00	100,800.00	100.00
Total Rental Income	8,400.00	100.00	100,800.00	100.00
Net Rental Income	8,400.00	100.00	100,800.00	100.00
Other Income				
50300 - NMC Subsidized Income	3,200.00	38.10	4,500.00	4.46
51050 - Gain / Loss to Lease	(50.00)	(0.60)	(50.00)	(0.05)
51500 - Garage / Carports / Parking	0.00	0.00	50.00	0.05
52220 - Recovery of Bad Debts	0.00	0.00	33.33	0.03
59100 - Miscellaneous Income	710.38	8.46	8,149.71	8.09
Total Other Income	3,860.38	45.96	12,683.04	12.58
Total Income	12,260.38	145.96	113,483.04	112.58
Expenses				
Administrative Expenses				
63110 - Office Supplies	0.00	0.00	12.46	0.01
63400 - Legal Expenses	0.00	0.00	60.00	0.06
63410 - Collection Expense	0.00	0.00	1,260.79	1.25
63500 - Audit/Acctg Expense	0.00	0.00	315.00	0.31
63700 - Cable/Internet Expense	42.24	0.50	84.49	0.08
63900 - Misc Administrative Expense	5.30	0.06	129.75	0.13
64250 - Data Processing	60.48	0.72	846.43	0.84
64550 - Travel	11.21	0.13	163.79	0.16
64850 - Bad Debt Expense	0.00	0.00	5,357.03	5.31
Total Administrative Expenses	119.23	1.42	8,229.74	8.16
Marketing Expenses				
62100 - Advertising	0.00	0.00	27.72	0.03
62900 - Misc Renting Expense	83.21	0.99	163.13	0.16
Total Marketing Expenses	83.21	0.99	190.85	0.19
Utilities				
64500 - Electric	553.04	6.58	7,239.02	7.18
64510 - Water / Sewer	4,329.25	51.54	22,965.26	22.78
64520 - Gas	355.77	4.24	3,918.95	3.89
Total Utilities	5,238.06	62.36	34,123.23	33.85
Maintenance & Repairs				
64300 - Janitor Contract	0.00	0.00	2,574.80	2.55
64620 - Exterminating Contract	0.00	0.00	2,849.37	2.83
64700 - Garbage & Trash Removal	529.77	6.31	6,119.36	6.07
64710 - Snow Removal	1,952.50	23.24	4,893.00	4.85
64950 - Security	507.90	6.05	4,544.47	4.51
65100 - Pool Maintenance & Supplies	36.82	0.44	905.01	0.90
65210 - Grounds Supplies	0.00	0.00	78.25	0.08
65220 - Grounds Contract	179.77	2.14	5,623.91	5.58
65410 - Repair Materials	358.15	4.26	1,673.58	1.66
65420 - Repair Contracts	232.14	2.76	5,037.99	5.00
65430 - Repairs - Extraordinary	2,144.60	25.53	11,204.35	11.12
65615 - Common Area Laundry	970.87	11.56	13,035.18	12.93
65625 - Common Area Cleaning	562.50	6.70	1,875.00	1.86

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 December 31, 2015

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	Actual	%	Actual	%
Total Maintenance & Repairs	<u>7,475.02</u>	<u>88.99</u>	<u>60,414.27</u>	<u>59.93</u>
Taxes & Insurance				
71200 - Insurance	1,204.79	14.34	14,549.74	14.43
Total Taxes & Insurance	<u>1,204.79</u>	<u>14.34</u>	<u>14,549.74</u>	<u>14.43</u>
Total Operating Expenses	<u>14,120.31</u>	<u>168.10</u>	<u>117,507.83</u>	<u>116.58</u>
Net Operating Income (Loss)	<u>(1,859.93)</u>	<u>(22.14)</u>	<u>(4,024.79)</u>	<u>(3.99)</u>
Net Income (Loss)	<u>(1,859.93)</u>	<u>(22.14)</u>	<u>(4,024.79)</u>	<u>(3.99)</u>

Woodland West B&C
Balance Sheet
December 31, 2015

Assets

Current Assets	
Cash	
Cash in Bank	1,160.69
Total Cash	<u>1,160.69</u>
Accounts Receivable	
AR - Tenants	19,824.74
Total Accounts Receivable	<u>19,824.74</u>
Total Current Assets	<u>20,985.43</u>
Total Assets	<u>20,985.43</u>

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01/12/2016

Sign In Sheet

Name Samantha Cotez Unit # Resident Manager

Name Angie Stram Unit # B29

Name Irma Nunez Unit # 27 B

Name Pam (Beinle) Unit # B33 (son/Dan)

Name Roger Reink Unit # B33

Name Tony Ramos Unit # maintenance

Name DENNY WAY Unit # B48

Name Paul Heinen Unit # 651

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____