

July 12, 2016

Sign In Sheet

Name Samantha Cortez, Resident manager Unit # NA

Name Paul Heinen Unit # 51

Name Deb O'Neil Unit # 36

Name Pam Reinke Unit # 33

Name Tony Ramos Unit # maintenance

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

Name _____ Unit # _____

WOODLAND WEST HOA

July 12th, 2016

5:30PM

Old Business

- **Pool is in the process of being repaired. Tony please provide updates.**
- **Jetz (Concerns) – Tony please provide updates.**
- **Turned in a request to have carpet cleaning done in common areas.**
- **Building Code Change – We are working on this, but there has been a delay. Tony please update.**
- **HOA Election Discussion – Still need to send email about this.**

New Business

- **Bed Bug Inspection Scheduled Monday, July 11th, 2016 starting at 9 am. Followed by Pest Control at 12 to 1 pm.**
- **Pool is complete. It is up and running. Will get special assessments sent out soon.** An HOA Owner had a question about if we are able to lower this number with any leftover funds from last year. It looks like the cash balance at the end of 2015 was \$1,160 with Newbury subsidizing the HOA \$4,500. The problem we are having is not everyone is paying their HOA fees and there are several persons who have past due balances. Newbury can report these persons to collections and put a lean on their condo due to unpaid fees, but if a condo owner does not plan to sale their condo it really doesn't affect them much.
- **Jetz. Spoke with company about getting top load washer and dryers and because property has ADA units on it, they legally can't take them out and replace them.** I've sent another email out to the City regarding the ADA question due to building B and C not having any ADA units.
- **C71 Sold to Tania Rosner**
- **C62 Sold to Sergio Corona**
- **C63 Sold to Frank Levy**
- **C49 Sold to Deanne Grabinski**
- **Building Codes have been changed. Updates?** Not a huge difference, but has made some minor differences.
- **Building Carpets were cleaned May 2016**

Financials

Woodland West B&C
Balance Sheet
June 30, 2016

Assets

Current Assets

Cash

Cash in Bank

3,165.09

Total Cash

3,165.09

Accounts Receivable

AR - Tenants

19,967.93

Total Accounts Receivable

19,967.93

Total Current Assets

23,133.02

Total Assets

23,133.02

Woodland West B&C
Balance Sheet
June 30, 2016

Liabilities & Equity

Liabilities

Current Liabilities

Accounts Payable	8,506.69
Tenant Prepaid Rent	1,150.00
Total Current Liabilities	<u>9,656.69</u>

Total Liabilities 9,656.69

Equity

Unrestricted Net Assets	6,913.74
Retained Earnings	(593.28)
Current Net Income	<u>7,155.87</u>

Total Equity 13,476.33

Total Liabilities & Equity **23,133.02**

Woodland West B&C
Income Statement
June 30, 2016

	Month Ending 06/30/2016		Year to Date 06/30/2016	
	Actual	%	Actual	%
Income				
Rental Income				
50200 - Home Owners Association Dues	8,400.00	100.00	50,388.00	100.00
Total Rental Income	8,400.00	100.00	50,388.00	100.00
Net Rental Income	8,400.00	100.00	50,388.00	100.00
Other Income				
50300 - NMC Subsidized Income	0.00	0.00	2,600.00	5.16
59000 - Laundry Income	356.75	4.25	3,269.25	6.49
59070 - Application Fee Income	25.00	0.30	100.00	0.20
59100 - Miscellaneous Income	(190.80)	(2.27)	441.27	0.88
59150 - Third Party Rentals	(174.10)	(2.07)	(174.10)	(0.35)
Total Other Income	16.85	0.20	6,236.42	12.38
Total Income	8,416.85	100.20	56,624.42	112.38
Expenses				
Administrative Expenses				
63400 - Legal Expenses	0.00	0.00	100.00	0.20
63700 - Cable/Internet Expense	0.00	0.00	145.23	0.29
63900 - Misc Administrative Expense	0.00	0.00	154.45	0.31
64250 - Data Processing	111.60	1.33	669.11	1.33
64550 - Travel	0.76	0.01	11.02	0.02
Total Administrative Expenses	112.36	1.34	1,079.81	2.14
Marketing Expenses				
62900 - Misc Renting Expense	0.00	0.00	115.43	0.23
Total Marketing Expenses	0.00	0.00	115.43	0.23
Utilities				
64500 - Electric	458.29	5.46	2,953.79	5.86
64501 - Electric - Vacant/Rehab	17.66	0.21	31.44	0.06
64510 - Water / Sewer	2,096.14	24.95	8,195.83	16.27
64520 - Gas	342.08	4.07	2,417.03	4.80
64521 - Gas - Vacant	6.41	0.08	27.36	0.05
Total Utilities	2,920.58	34.77	13,625.45	27.04
Maintenance & Repairs				
64300 - Janitor Contract	795.00	9.46	1,045.00	2.07
64620 - Exterminating Contract	0.00	0.00	1,464.80	2.91
64700 - Garbage & Trash Removal	529.78	6.31	3,178.67	6.31
64710 - Snow Removal	0.00	0.00	2,922.50	5.80
64950 - Security	262.08	3.12	3,192.17	6.34
65100 - Pool Maintenance & Supplies	164.77	1.96	465.62	0.92
65220 - Grounds Contract	201.40	2.40	970.16	1.93
65410 - Repair Materials	65.12	0.78	265.69	0.53
65420 - Repair Contracts	104.41	1.24	834.35	1.66
65430 - Repairs - Extraordinary	2,000.00	23.81	7,000.00	13.89
65615 - Common Area Laundry	800.00	9.52	4,800.00	9.53
65625 - Common Area Cleaning	312.50	3.72	1,125.00	2.23
Total Maintenance & Repairs	5,235.06	62.32	27,263.96	54.11
Taxes & Insurance				
71200 - Insurance	1,313.55	15.64	7,383.90	14.65

Woodland West B&C
Income Statement
 June 30, 2016

	Month Ending 06/30/2016		Year to Date 06/30/2016	
	Actual	%	Actual	%
Total Taxes & Insurance	1,313.55	15.64	7,383.90	14.65
Total Operating Expenses	9,581.55	114.07	49,468.55	98.18
Net Operating Income (Loss)	(1,164.70)	(13.87)	7,155.87	14.20
Net Income (Loss)	(1,164.70)	(13.87)	7,155.87	14.20