

**375 S Navajo HOA**

Balance Sheet  
As of 12/31/17

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**375 S Navajo HOA**

Report #1817 Page: 1

**ASSETS**

Cash Checking - Operating \$ 6,110.21

**TOTAL ASSETS** \$ 6,110.21

**LIABILITIES & EQUITY**

**CURRENT LIABILITIES:**

Accounts Payable \$ (140.00)

Subtotal Current Liab. \$ (140.00)

**RESERVES:**

Subtotal Reserves \$ .00

**EQUITY:**

Prior Year Net Inc./Loss \$ 2,741.24

Current Year Net Income/(Loss) 3,508.97

Subtotal Equity \$ 6,250.21

**TOTAL LIABILITIES & EQUITY** \$ 6,110.21

**A/P DISTRIBUTION TO G/L REPORT**

Starting vendor #: "First" Starting date: 12/01/17  
Ending vendor #: "Last" Ending date: 12/31/17

Account #	Date	Description	Vchr-#	Vend-#	Name	Invoice-#	Reference	Chk #	Amount
Distribution in Detail									
7010		Management Fees							
	12/01/17	702 CAPITO			CAPITOL HILL MANAGEMENT CO	120117			100.00
							Account Total:		100.00
7250		Bank Charges							
	12/15/17	715 CITYWI			CITYWIDE BANKS	121517			14.86
							Account Total:		14.86
7260		Postage & Mail							
	12/01/17	702 CAPITO			CAPITOL HILL MANAGEMENT CO	120117			4.70
							Account Total:		4.70
7450		Other Taxes & Fees							
	12/15/17	708 MNG FI			MANAGER OF FINANCE	113017	Dakota		8.34
	12/15/17	709 MNG FI			MANAGER OF FINANCE	113017	Navajo		64.01
							Account Total:		72.35
8070		Plumbing Repairs - Units							
	12/01/17	705 ROBJUS			JUSTIN ROBINSON	111017			412.50
							Account Total:		412.50
8905		Electricity & Gas							
	12/01/17	707 XCEL			XCEL ENERGY	570724345			309.14
							Account Total:		309.14
9010		Tree/Lawn Maint.							
	12/01/17	706 TAKAHA			KEN TAKAHASHI	120117			40.00
							Account Total:		40.00
9155		Heating Maintenance							
	12/01/17	703 CHOICE			CHOICE MECHANICAL	20309			191.00

A/P DISTRIBUTION TO G/L REPORT

Starting vendor #: "First" Starting date: 12/01/17  
 Ending vendor #: "Last" Ending date: 12/31/17

Account #	Date	Vchr-#	Vend-#	Name	Invoice-#	Reference	Chk #	Amount
	12/01/17	704	ROBJUS	JUSTIN ROBINSON	110317			250.00
Account Total:								441.00
Section Total:								1,394.55

A/P DISTRIBUTION TO G/L REPORT

Starting vendor #: "First" Starting date: 12/01/17  
 Ending vendor #: "Last" Ending date: 12/31/17

Account #	Date	Vchr-#	Vend-#	Name	Invoice-#	Reference	Chk #	Amount
Account Payable in Detail								
3010	Accounts Payable							
	12/01/17	702	CAPITO	CAPITOL HILL MANAGEMENT CO	120117			104.70
	12/01/17	703	CHOICE	CHOICE MECHANICAL	20309			191.00
	12/01/17	704	ROBJUS	JUSTIN ROBINSON	110317			250.00
	12/01/17	705	ROBJUS	JUSTIN ROBINSON	111017			412.50
	12/01/17	706	TAKAHA	KEN TAKAHASHI	120117			40.00
	12/01/17	707	XCEL	XCEL ENERGY	570724345			309.14
	12/15/17	708	MNG FI	MANAGER OF FINANCE	113017	Dakota		8.34
	12/15/17	709	MNG FI	MANAGER OF FINANCE	113017	Navajo		64.01
Account Total:								1,379.69
Section Total:								1,379.69

A/P DISTRIBUTION TO G/L REPORT

Starting vendor #: "First" Starting date: 12/01/17  
 Ending vendor #: "Last" Ending date: 12/31/17

Account #	Description		Invoice #	Reference	Chk #	Amount	
Account #	Date	Vchr-# Vend-#	Name	Invoice #	Reference	Chk #	Amount
A/P Checks in Detail							
1010	Cash Checking - Operating						
12/01/17	702	CAPITO	CAPITOL HILL MANAGEMENT CO	120117		1533	104.70
12/01/17	703	CHOICE	CHOICE MECHANICAL	20309		1534	191.00
12/01/17	704	ROBJUS	JUSTIN ROBINSON	110317		1535	250.00
12/01/17	705	ROBJUS	JUSTIN ROBINSON	111017		1535	412.50
12/01/17	706	TAKAHA	KEN TAKAHASHI	120117		1536	40.00
12/01/17	707	XCEL	XCEL ENERGY	570724345		1537	309.14
12/15/17	715	CITYWI	CITYWIDE BANKS	121517		121517	14.86
12/15/17	708	MNG FI	MANAGER OF FINANCE	113017	Dakota	1538	8.34
12/15/17	709	MNG FI	MANAGER OF FINANCE	113017	Navajo	1539	64.01
			Account Total:				1,394.55
			Section Total:				1,394.55

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:								
06305	Dues	1,537.26	1,537.26	.00	18,447.12	18,447.12	.00	18,447.12
06340	Late Fee Income	.00	.00	.00	200.00	.00	200.00	.00
06360	Misc. Owner Income	.00	.00	.00	676.40	.00	676.40	.00
	Subtotal Income	1,537.26	1,537.26	.00	19,323.52	18,447.12	876.40	18,447.12
EXPENSES								
General & Administrative								
07010	Management Fees	100.00	100.00	.00	1,200.00	1,200.00	.00	1,200.00
07011	Administrative Expense	.00	.00	.00	175.96	.00	(175.96)	.00
07020	Accounting Fees	.00	.00	.00	220.00	.00	(220.00)	.00
07250	Bank Charges	14.86	.00	(14.86)	123.96	.00	(123.96)	.00
07260	Postage & Mail	4.70	.00	(4.70)	45.85	.00	(45.85)	.00
07280	Insurance	.00	250.00	250.00	2,590.75	3,000.00	409.25	3,000.00
07400	Printing & Reproduction	.00	.00	.00	4.35	.00	(4.35)	.00
07450	Other Taxes & Fees	72.35	18.75	(53.60)	194.70	225.00	30.30	225.00
	General & Administrative	191.91	368.75	176.84	4,555.57	4,425.00	(130.57)	4,425.00
Unit Expenses								
08070	Plumbing Repairs - Units	412.50	.00	(412.50)	412.50	.00	(412.50)	.00
	Unit Expenses	412.50	.00	(412.50)	412.50	.00	(412.50)	.00
Site Improvement								
	Site Improvement	.00	.00	.00	.00	.00	.00	.00
Utilities								
08905	Electricity & Gas	309.14	469.24	160.10	3,456.68	5,630.00	2,173.32	5,630.00
08930	Water & Sewer	.00	91.74	91.74	1,479.30	1,100.00	(379.30)	1,100.00
	Utilities	309.14	560.98	251.84	4,935.98	6,730.00	1,794.02	6,730.00
Maintenance								
09010	Tree/Lawn Maint.	40.00	72.50	32.50	5,265.00	870.00	(4,395.00)	870.00
09015	Landscaping	.00	25.00	25.00	.00	300.00	300.00	300.00
09145	Ext. Bldg. Maint.	.00	.00	.00	(280.00)	.00	280.00	.00
09155	Heating Maintenance	441.00	.00	(441.00)	441.00	.00	(441.00)	.00
09160	Sewer Maintenance	.00	6.74	6.74	.00	80.00	80.00	80.00
	Maintenance	481.00	104.24	(376.76)	5,426.00	1,250.00	(4,176.00)	1,250.00

**375 S Navajo HOA**  
Income/Expense Statement  
Period: 12/01/17 to 12/31/17

Account	Description	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance	Yearly Budget
Contract Services								
09610	Lawn Maint. & Landscaping	.00	.00	.00	327.50	.00	(327.50)	.00
09800	Snow Removal	.00	.00	.00	157.00	.00	(157.00)	.00
09850	Janitorial Services	.00	30.00	30.00	.00	360.00	360.00	360.00
		<u>.00</u>	<u>30.00</u>	<u>30.00</u>	<u>484.50</u>	<u>360.00</u>	<u>(124.50)</u>	<u>360.00</u>
Reserve Contributions								
09910	Reserves - Unallocated	.00	177.75	177.75	.00	2,133.00	2,133.00	2,133.00
		<u>.00</u>	<u>177.75</u>	<u>177.75</u>	<u>.00</u>	<u>2,133.00</u>	<u>2,133.00</u>	<u>2,133.00</u>
TOTAL EXPENSES		1,394.55	1,241.72	(152.83)	15,814.55	14,898.00	(916.55)	14,898.00
Current Year Net Income/(loss)		142.71	295.54	(152.83)	3,508.97	3,549.12	(40.15)	3,549.12
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INCOME:								
06305	Dues	1,537.26	1,537.26	.00	18,447.12	18,447.12	.00	18,447.12
06340	Late Fee Income	.00	.00	.00	200.00	.00	200.00	.00
06360	Misc. Owner Income	.00	.00	.00	676.40	.00	676.40	.00
Subtotal Income		<u>1,537.26</u>	<u>1,537.26</u>	<u>.00</u>	<u>19,323.52</u>	<u>18,447.12</u>	<u>876.40</u>	<u>18,447.12</u>
EXPENSES								
General & Administrative								
07010	Management Fees	100.00	100.00	.00	1,200.00	1,200.00	.00	1,200.00
07011	Administrative Expense	.00	.00	.00	175.96	.00	(175.96)	.00
07020	Accounting Fees	.00	.00	.00	220.00	.00	(220.00)	.00
07250	Bank Charges	14.86	.00	(14.86)	123.96	.00	(123.96)	.00
07260	Postage & Mail	4.70	.00	(4.70)	45.85	.00	(45.85)	.00
07280	Insurance	.00	250.00	250.00	2,590.75	3,000.00	409.25	3,000.00
07400	Printing & Reproduction	.00	.00	.00	4.35	.00	(4.35)	.00
07450	Other Taxes & Fees	72.35	18.75	(53.60)	194.70	225.00	30.30	225.00
General & Administrative		<u>191.91</u>	<u>368.75</u>	<u>176.84</u>	<u>4,555.57</u>	<u>4,425.00</u>	<u>(130.57)</u>	<u>4,425.00</u>
Unit Expenses								
08070	Plumbing Repairs - Units	412.50	.00	(412.50)	412.50	.00	(412.50)	.00
Unit Expenses		<u>412.50</u>	<u>.00</u>	<u>(412.50)</u>	<u>412.50</u>	<u>.00</u>	<u>(412.50)</u>	<u>.00</u>
Site Improvement								
Site Improvement		<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>
Utilities								
08905	Electricity & Gas	309.14	469.24	160.10	3,456.68	5,630.00	2,173.32	5,630.00
08930	Water & Sewer	.00	91.74	91.74	1,479.30	1,100.00	(379.30)	1,100.00
Utilities		<u>309.14</u>	<u>560.98</u>	<u>251.84</u>	<u>4,935.98</u>	<u>6,730.00</u>	<u>1,794.02</u>	<u>6,730.00</u>
Maintenance								
09010	Tree/Lawn Maint.	40.00	72.50	32.50	5,265.00	870.00	(4,395.00)	870.00
09015	Landscaping	.00	25.00	25.00	.00	300.00	300.00	300.00
09145	Ext. Bldg. Maint.	.00	.00	.00	(280.00)	.00	280.00	.00
09155	Heating Maintenance	441.00	.00	(441.00)	441.00	.00	(441.00)	.00
09160	Sewer Maintenance	.00	6.74	6.74	.00	80.00	80.00	80.00
Maintenance		<u>481.00</u>	<u>104.24</u>	<u>(376.76)</u>	<u>5,426.00</u>	<u>1,250.00</u>	<u>(4,176.00)</u>	<u>1,250.00</u>

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Income/Expense Statement  
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			Budget	Variance		Budget	Variance	
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09850	Janitorial Services	.00	30.00	30.00	.00	360.00	360.00	360.00
	Contract Services	.00	30.00	30.00	484.50	360.00	(124.50)	360.00
Reserve Contributions								
09910	Reserves - Unallocated	.00	177.75	177.75	.00	2,133.00	2,133.00	2,133.00
	Reserve Contributions	.00	177.75	177.75	.00	2,133.00	2,133.00	2,133.00
	<b>TOTAL EXPENSES</b>	<b>1,394.55</b>	<b>1,241.72</b>	<b>(152.83)</b>	<b>15,814.55</b>	<b>14,898.00</b>	<b>(916.55)</b>	<b>14,898.00</b>
	<b>Current Year Net Income/(loss)</b>	<b>142.71</b>	<b>295.54</b>	<b>(152.83)</b>	<b>3,508.97</b>	<b>3,549.12</b>	<b>(40.15)</b>	<b>3,549.12</b>
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