

# Balance Sheet

Friday, January 31, 2014

## Cheesman Tower West

Cash Accounting Year Starts August 1, 2013

### ASSETS

#### Current Assets

##### Operating Cash & Invest

|                               |             |
|-------------------------------|-------------|
| 1020 CTW CW Operating Account | \$7,644.12  |
| 1025 CTW CW Insurance Account | \$24,424.45 |
| 1035 Petty Cash               | \$200.00    |
| 1165 Due from Homeowners      | \$10,476.23 |
| 1210 Accounts Receivable      | \$67.28     |
| 1300 Prepaid Insurance        | \$5,988.50  |
| 1305 Prepaid Income Tax       | \$1,495.00  |

Total Operating Cash & Invest \$50,295.58

Total Current Assets \$50,295.58

#### Fixed Assets

|                                |                |
|--------------------------------|----------------|
| 1410 Land                      | \$30,000.00    |
| 1420 Buildings                 | \$143,640.03   |
| 1421 Accum Deprec - Buildings  | (\$143,640.03) |
| 1450 Furniture & Fixtures      | \$213.52       |
| 1451 Accum Deprec - Furn & Fix | (\$213.52)     |
| 1460 Equipment                 | \$810.00       |
| 1461 Accum Deprec - Equipment  | (\$810.00)     |
| 1490 Leasehold Improvements    | \$31,653.84    |
| 1491 Accum Amort - Leaseholds  | (\$15,811.74)  |

Total Fixed Assets \$45,842.10

TOTAL ASSETS \$96,137.68

### LIABILITIES

#### Current Liabilities

|                               |             |
|-------------------------------|-------------|
| 2030 HOA Dues Paid in Advance | \$7,128.07  |
| 2060 Due to Reserves          | \$10,705.69 |

Total Current Liabilities \$17,833.76

TOTAL LIABILITIES \$17,833.76

### EQUITY

#### Current Period Earnings

|                |            |
|----------------|------------|
| Operating Fund | (\$185.16) |
|----------------|------------|

Total Current Period Earnings (\$185.16)

#### Retained Earnings

|                        |             |
|------------------------|-------------|
| 3060 Retained Earnings | \$78,489.08 |
|------------------------|-------------|

Total Retained Earnings \$78,489.08

TOTAL EQUITY \$78,303.92

TOTAL LIABILITIES AND EQUITY \$96,137.68

# Balance Sheet

Friday, January 31, 2014

## Reserve

Cash Accounting Year Starts August 1, 2013

### ASSETS

#### Current Assets

##### Reserves Cash & Invest

|                             |             |
|-----------------------------|-------------|
| 1115 Reserve CW-Spcl Asst   | \$9,011.98  |
| 1120 RBC Wealth Management  | \$22,650.25 |
| 1140 CDs and Short Term Inv | \$40,000.00 |
| 1170 Due from Operating     | \$10,705.69 |

Total Reserves Cash & Invest \$82,367.92

Total Current Assets \$82,367.92

TOTAL ASSETS \$82,367.92

### LIABILITIES

#### Current Liabilities

2205 Citywide Bank Loan

\$502,112.38

Total Current Liabilities \$502,112.38

TOTAL LIABILITIES \$502,112.38

### EQUITY

#### Current Period Earnings

##### Restricted Fund

\$33,888.16

Total Current Period Earnings \$33,888.16

#### Retained Earnings

3060 Retained Earnings

(\$453,632.62)

Total Retained Earnings (\$453,632.62)

TOTAL EQUITY (\$419,744.46)

TOTAL LIABILITIES AND EQUITY \$82,367.92

# Revenue and Expenses

Wednesday, January 1, 2014 to Friday, January 31, 2014

## Cheesman Tower West

Cash Accounting Year Starts August 1, 2013

|                                   | Current            | Percent      | Year To Date        | Percent      |
|-----------------------------------|--------------------|--------------|---------------------|--------------|
| <b>INCOME</b>                     |                    |              |                     |              |
| Revenues                          |                    |              |                     |              |
| 4000 Homeowner Dues               | \$35,891.89        | 94.5         | \$216,451.34        | 95.0         |
| 4010 Base Rent Unit 204           | \$0.00             | 0.0          | \$1,300.00          | 0.6          |
| 4020 Cleaning Fee Income          | \$715.00           | 1.9          | \$2,255.00          | 1.0          |
| 4100 Copying/Fax                  | \$0.00             | 0.0          | \$33.54             | 0.0          |
| 4100 Legal Fee Income             | \$227.00           | 0.6          | \$227.00            | 0.1          |
| 4120 Interest Income              | \$1.70             | 0.0          | \$5.17              | 0.0          |
| 4130 Key Fund                     | \$0.00             | 0.0          | \$90.00             | 0.0          |
| 4140 Late Fees and Fines          | \$116.95           | 0.3          | \$370.49            | 0.2          |
| 4150 Laundry Room Income          | \$440.00           | 1.2          | \$2,520.00          | 1.1          |
| 4170 Move In Charges              | \$0.00             | 0.0          | \$750.00            | 0.3          |
| 4180 Parking                      | \$585.00           | 1.5          | \$3,940.00          | 1.7          |
| Total Revenues                    | \$37,977.54        | 100.0        | \$227,942.54        | 100.0        |
| <b>TOTAL INCOME</b>               | <b>\$37,977.54</b> | <b>100.0</b> | <b>\$227,942.54</b> | <b>100.0</b> |
| <b>EXPENSES</b>                   |                    |              |                     |              |
| Facilities & Maintenance Expenses |                    |              |                     |              |
| Utilities Expense                 |                    |              |                     |              |
| 5000 Electric                     | \$3,125.18         | 8.2          | \$18,875.88         | 8.3          |
| 5010 Gas                          | \$5,192.93         | 13.7         | \$14,164.90         | 6.2          |
| 5020 Sewer                        | \$1,432.00         | 3.8          | \$4,296.00          | 1.9          |
| 5030 Storm Drainage               | \$0.00             | 0.0          | \$755.17            | 0.3          |
| 5040 Water                        | \$624.83           | 1.6          | \$3,448.11          | 1.5          |
| Total Utilities Expense           | \$10,374.94        | 27.3         | \$41,540.06         | 18.2         |
| Maintenance Expense               |                    |              |                     |              |
| 5500 AC/Chiller                   | \$350.00           | 0.9          | \$3,208.61          | 1.4          |
| 5505 AC/Chiller Repairs           | \$33.63            | 0.1          | \$515.78            | 0.2          |
| 5510 Boiler Maintenance           | \$350.00           | 0.9          | \$2,294.83          | 1.0          |
| 5515 Boiler Repairs               | \$5,515.04         | 14.5         | \$7,731.52          | 3.4          |
| 5530 Cleaning Supplies            | \$198.90           | 0.5          | \$891.59            | 0.4          |
| 5535 Carpet Cleaning              | \$146.00           | 0.4          | \$146.00            | 0.1          |
| 5540 Contract Cleaning            | \$0.00             | 0.0          | \$4,158.00          | 1.8          |
| 5545 Electric Contract/Supp       | \$0.00             | 0.0          | \$1,238.29          | 0.5          |
| 5560 Elevator Contracts/Mat       | \$741.60           | 2.0          | \$4,791.60          | 2.1          |
| 5580 Fire & Life Safety           | \$27.84            | 0.1          | \$1,420.79          | 0.6          |
| 5590 Garage Door                  | (\$2,024.22)       | 5.3          | (\$1,523.93)        | 0.7          |
| 5610 Keys/Locks                   | \$0.00             | 0.0          | \$186.45            | 0.1          |
| 5620 Landscaping                  | \$40.00            | 0.1          | \$194.82            | 0.1          |
| 5630 Light Fixtures & Bulbs       | \$0.00             | 0.0          | \$66.19             | 0.0          |
| 5650 Other Building Maint/Supp    | \$225.42           | 0.6          | \$3,431.69          | 1.5          |
| 5660 Painting & Decorating        | \$71.43            | 0.2          | \$790.62            | 0.3          |
| 5670 Pest Control                 | \$75.00            | 0.2          | \$375.00            | 0.2          |
| 5680 Plumbing                     | \$2,143.22         | 5.6          | \$2,951.44          | 1.3          |
| 5690 Pool Supp/Maint              | \$506.52           | 1.3          | \$2,795.35          | 1.2          |
| 5730 Security Protection          | \$0.00             | 0.0          | \$105.00            | 0.0          |
| 5740 Trash Removal                | \$1,000.00         | 2.6          | \$6,000.00          | 2.6          |
| 5750 Unit 204 Maint Expense       | \$0.00             | 0.0          | \$2,027.62          | 0.9          |

# Revenue and Expenses

Wednesday, January 1, 2014 to Friday, January 31, 2014

## Cheesman Tower West (Continued)

Cash Accounting Year Starts August 1, 2013

|                                               | Current      | Percent | Year To Date | Percent |
|-----------------------------------------------|--------------|---------|--------------|---------|
| EXPENSES (Continued)                          |              |         |              |         |
| Facilities & Maintenance Expenses (Continued) |              |         |              |         |
| Total Maintenance Expense                     | \$9,400.38   | 24.8    | \$43,797.26  | 19.2    |
| Total Facilities & Maintenance Expense        | \$19,775.32  | 52.1    | \$85,337.32  | 37.4    |
| Operating Fund                                |              |         |              |         |
| Staffing Expense                              |              |         |              |         |
| 6000 Staff Salaries                           | \$6,296.00   | 16.6    | \$36,978.30  | 16.2    |
| 6010 Payroll Taxes                            | \$557.75     | 1.5     | \$2,931.70   | 1.3     |
| 6015 Payroll Fee                              | \$159.88     | 0.4     | \$634.72     | 0.3     |
| 6020 Insurance-Hosp. Employees                | \$439.68     | 1.2     | \$5,777.52   | 2.5     |
| 6025 Insurance-Employee Dental                | \$30.75      | 0.1     | \$395.90     | 0.2     |
| 6030 Insurance-Workman's Comp                 | \$0.00       | 0.0     | \$460.00     | 0.2     |
| Total Staffing Expense                        | \$7,484.06   | 19.7    | \$47,178.14  | 20.7    |
| Administration Expense                        |              |         |              |         |
| 6500 Accounting Fees                          | \$0.00       | 0.0     | \$3,000.00   | 1.3     |
| 6530 Building Insurance                       | \$2,994.25   | 7.9     | \$17,965.50  | 7.9     |
| 6550 General Office Expense                   | \$168.63     | 0.4     | \$116.12     | 0.1     |
| 6560 Guest Room Expenses                      | \$0.00       | 0.0     | \$11.08      | 0.0     |
| 6580 Legal Services                           | \$644.00     | 1.7     | \$1,665.42   | 0.7     |
| 6600 Management Fee                           | \$1,725.00   | 4.5     | \$10,350.00  | 4.5     |
| 6610 Office Supplies Exp                      | \$71.75      | 0.2     | \$1,510.01   | 0.7     |
| 6620 Phone/Ans Svc/Beeper                     | \$480.14     | 1.3     | \$1,494.20   | 0.7     |
| 6630 Postage & Delivery                       | \$46.00      | 0.1     | \$138.00     | 0.1     |
| 6660 Travel & Entertainment                   | \$0.00       | 0.0     | \$50.00      | 0.0     |
| 6800 Transfer to Res-Loan Pymt                | \$5,282.74   | 13.9    | \$32,311.91  | 14.2    |
| 6900 Transfer to Reserves                     | \$4,500.00   | 11.8    | \$27,000.00  | 11.8    |
| Total Administration Expense                  | \$15,912.51  | 41.9    | \$95,612.24  | 41.9    |
| Total Operating Fund                          | \$23,396.57  | 61.6    | \$142,790.38 | 62.6    |
| TOTAL EXPENSES                                | \$43,171.89  | 113.7   | \$228,127.70 | 100.1   |
| NET INCOME (LOSS)                             | (\$5,194.35) | 13.7    | (\$185.16)   | 0.1     |

# Revenue and Expenses

Wednesday, January 1, 2014 to Friday, January 31, 2014

## Reserve

Cash Accounting Year Starts August 1, 2013

|                                 | Current    | Percent | Year To Date | Percent |
|---------------------------------|------------|---------|--------------|---------|
| <b>INCOME</b>                   |            |         |              |         |
| Reserves Revenues               |            |         |              |         |
| 8000 Reserve Interest Income    | \$0.61     | 0.0     | \$4.23       | 0.0     |
| 8200 Reserve Income             | \$4,500.00 | 46.0    | \$27,000.00  | 45.5    |
| 8250 Reserve Inc for Loan Pymt  | \$5,282.74 | 54.0    | \$32,311.91  | 54.5    |
| Total Reserves Revenues         | \$9,783.35 | 100.0   | \$59,316.14  | 100.0   |
| <b>TOTAL INCOME</b>             | \$9,783.35 | 100.0   | \$59,316.14  | 100.0   |
| <b>EXPENSES</b>                 |            |         |              |         |
| Replacement Fund Activity       |            |         |              |         |
| 8300 Reserve Expense            | \$140.00   | 1.4     | \$740.58     | 1.2     |
| 8350 Reserve Boiler             | \$0.00     | 0.0     | \$1,742.00   | 2.9     |
| 8380 Reserve Property Taxes     | \$0.00     | 0.0     | \$615.47     | 1.0     |
| 8390 Reserve Loan Interest      | \$2,564.36 | 26.2    | \$15,428.38  | 26.0    |
| 8410 Reserve Garage/Landscape   | \$0.00     | 0.0     | \$3,472.75   | 5.9     |
| 8440 Reserve Study              | \$0.00     | 0.0     | \$3,428.80   | 5.8     |
| Total Replacement Fund Activity | \$2,704.36 | 27.6    | \$25,427.98  | 42.9    |
| <b>TOTAL EXPENSES</b>           | \$2,704.36 | 27.6    | \$25,427.98  | 42.9    |
| <b>NET INCOME (LOSS)</b>        | \$7,078.99 | 72.4    | \$33,888.16  | 57.1    |