

**FINANCIAL SUMMARY:**

As of November 30, 2023 , operating cash totaled \$2,200, unpaid assessments (receivables) totaled \$11,542, and 'other' cash (or cash equivalents) totaled \$811,034, for total assets of \$824,775.

Operating liabilities totaled \$0, prepaid assessments totaled \$11,215, and 'other' liabilities totaled \$0, for total liabilities of \$11,215.

The Association ended the month in a positive cash position of \$813,560.

For the month ending November 30, 2023 , the Association incurred expenses and accrued costs totaling \$27,716, under budget by \$9,596.

YTD November 30, 2023 , the Association incurred expenses and accrued costs totaling \$155,242, over budget by \$6,798.

As of November 30, 2023 , replacement reserves totaled \$753,389.

**BUDGET VARIANCES:** Explanations for variances more than \$300.00.

Expense	Variance Amt	Over/Under	Explanation
Reserve Study	\$ 1,397.19	Over	2nd half of invoice pif
Garbage	\$ 2,525.72	Over	More than anticipated
Landscape-other	\$ 6,000.00	Under	Plant replacements not yet performed
Irrigation	\$ 1,774.57	Over	More than anticipated
Irrigation Maint and Repairs	\$ 741.65	Under	Less than anticipated
Pest Control	\$ 842.34	Over	More than anticipated
Roof/Gutter Maintenance	\$ 1,083.35	Under	Less than anticipated
Roof/Gutter Cleaning	\$ 4,800.00	Under	Not yet performed
Dryer Vent Cleaning	\$ 2,730.00	Under	Not yet performed
Maintenance	\$ 4,583.35	Under	Less than anticipated
Insurance	\$ 3,461.28	Over	More than anticipated
Collection Legal Fees	\$ 3,848.35	Over	More than anticipated

**DELINQUENCY REPORT:**

Unit	0 - 30	31 - 60	61 - 90	Over 90	Total	Notes
WES-0010	\$ 928.14	\$ 248.14	\$ 248.14	\$ 526.78	\$ 1,951.20	Past due assessments
WES-0042	\$ 125.00	\$ -	\$ -	\$ 2,170.16	\$ 2,295.16	Past due assessments
WES-0147	\$ 490.00	\$ -	\$ 1,305.27	\$ 6,516.41	\$ 8,311.68	
<b>TOTALS</b>	<b>1,543.14</b>	<b>248.14</b>	<b>1,553.41</b>	<b>9,213.35</b>	<b>12,558.04</b>	

**PROJECT REPORT:**

- \*Gutter cleaning to be performed in December 2023
- \*Dryer vent cleaning on attached homes performed October 2023
- \* Attached 2 townhomes painting completed September 2022
- \* Attached 1 and 2 fence and railing staining completed September 2022
- \* Plant replacement began in march 2023 and will start again early 2024

**Thank you for letting us serve your neighborhood.**  
Report submitted by Blair Krieg, Community Manager  
425-507-1121 Blair.k@ihcommunity.org

**Balance Sheet (With Period Change)**

Period = Nov 2023

Book = Accrual ; Tree = ysi\_bs

		Balance Current Period	Beginning Balance	Net Change
<b>1000-000</b>	<b>ASSETS</b>			
1005-000	CASH			
1015-000	CIT - Checking	2,199.95	10,844.48	-8,644.53
1030-000	CIT -Operating Money Market	57,644.29	49,898.02	7,746.27
1066-000	Certificate of Deposits - Reserve	403,108.87	402,324.05	784.82
1080-000	CIT - Reserve MM	350,280.39	336,568.35	13,712.04
1090-000	TOTAL CASH	813,233.50	799,634.90	13,598.60
1099-000	ACCOUNTS RECEIVABLE			
1100-000	Accounts Receivable - Delinquency	12,558.04	11,263.04	1,295.00
1105-000	Allowance for Doubtful Accounts	-1,016.50	-1,016.50	0.00
1248-000	TOTAL ACCOUNTS RECEIVABLE	11,541.54	10,246.54	1,295.00
1990-000	TOTAL ASSETS	824,775.04	809,881.44	14,893.60
1995-000	LIABILITIES & CAPITAL			
1997-000	LIABILITIES			
2495-000	OTHER LIABILITIES			
2644-000	Prepaid Assessments	11,214.76	11,214.76	0.00
2680-000	TOTAL OTHER LIABILITIES	11,214.76	11,214.76	0.00
2690-000	TOTAL LIABILITIES	11,214.76	11,214.76	0.00
<b>2800-000</b>	<b>CAPITAL</b>			
2820-000	Prior Year Retained Earnings	60,889.42	60,889.42	0.00
2830-000	Current Year Reserve Transfers	-81,711.50	-65,354.16	-16,357.34
2850-000	Current Year Retained Earnings/Operating Fund	80,993.10	64,239.02	16,754.08
2855-000	Reserve Equity	753,389.26	738,892.40	14,496.86
2990-000	TOTAL CAPITAL	813,560.28	798,666.68	14,893.60
2999-000	TOTAL LIABILITIES & CAPITAL	824,775.04	809,881.44	14,893.60

**West Highlands Park - IHCA Sup (swhp)  
Budget Comparison**

Period = Nov 2023

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>3000-000 INCOME</b>									
3500-000 OTHER INCOME									
3590-000 IHCA Master Base Assess. Income	14,418.00	15,309.00	-891.00	-5.82	77,436.00	76,545.00	891.00	1.16	183,708.00
3650-000 Master Collection & Admin Fees	1,295.00	0.00	1,295.00	N/A	3,848.35	0.00	3,848.35	N/A	0.00
3900-000 TOTAL OTHER INCOME	15,713.00	15,309.00	404.00	2.64	81,284.35	76,545.00	4,739.35	6.19	183,708.00
4010-000 ASSOCIATION INCOME									
4020-000 Late Fees / NSF	0.00	0.00	0.00	N/A	50.00	0.00	50.00	N/A	0.00
4045-000 Interest Income	34.27	0.00	34.27	N/A	203.29	0.00	203.29	N/A	0.00
4047-000 Interest Income-Reserves	1,770.59	0.00	1,770.59	N/A	8,777.75	0.00	8,777.75	N/A	0.00
4070-000 Neighborhood Assessments	26,952.55	28,812.67	-1,860.12	-6.46	145,920.17	144,063.35	1,856.82	1.29	345,752.00
4390-000 TOTAL ASSOCIATION INCOME	28,757.41	28,812.67	-55.26	-0.19	154,951.21	144,063.35	10,887.86	7.56	345,752.00
4999-000 TOTAL REVENUE	44,470.41	44,121.67	348.74	0.79	236,235.56	220,608.35	15,627.21	7.08	529,460.00
7200-000 NEIGHBORHOOD EXPENSES									
7201-000 Neighborhood Management Fees	1,518.00	1,518.00	0.00	0.00	7,590.00	7,590.00	0.00	0.00	18,216.00
7204-000 Neighborhood Reserve Study	1,397.19	0.00	-1,397.19	N/A	1,397.19	0.00	-1,397.19	N/A	1,400.00
7208-000 Neighborhood Utilities-Lights & Storm Water Fees	11.71	15.00	3.29	21.93	58.31	75.00	16.69	22.25	180.00
7211-000 Neighborhood Legal Services	0.00	41.67	41.67	100.00	0.00	208.35	208.35	100.00	500.00
7225-000 Neighborhood Garbage Removal	0.00	2,090.08	2,090.08	100.00	12,976.12	10,450.40	-2,525.72	-24.17	25,081.00
7240-000 Neighborhood Landscape - Contract / Yards	2,951.19	3,000.00	48.81	1.63	14,755.95	15,000.00	244.05	1.63	36,000.00
7250-000 Neighborhood Landscape - Other	2,000.00	4,000.00	2,000.00	50.00	2,000.00	8,000.00	6,000.00	75.00	16,000.00
7260-000 Neighborhood Irrigation-Common Areas	31.74	0.00	-31.74	N/A	18,774.57	17,000.00	-1,774.57	-10.44	17,000.00
7265-000 Neigh Irrig Maint & Repairs	0.00	208.33	208.33	100.00	300.00	1,041.65	741.65	71.20	2,500.00
7266-000 Neighborhood Pest Control	93.59	0.00	-93.59	N/A	1,442.34	600.00	-842.34	-140.39	1,200.00
7271-000 Neighborhood Gutter/Roof Maintenance	0.00	216.67	216.67	100.00	0.00	1,083.35	1,083.35	100.00	2,600.00
7272-000 Neighborhood Gutter/Roof Cleaning	0.00	4,800.00	4,800.00	100.00	0.00	4,800.00	4,800.00	100.00	4,800.00
7278-000 Dryer Vent Cleaning	0.00	2,730.00	2,730.00	100.00	0.00	2,730.00	2,730.00	100.00	2,730.00
7279-000 Neighborhood Drain Line Cleaning	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	500.00
7280-000 Neighborhood Maintenance	0.00	916.67	916.67	100.00	0.00	4,583.35	4,583.35	100.00	11,000.00
7288-000 Neighborhood Property Insurance	3,108.91	2,416.67	-692.24	-28.64	15,544.63	12,083.35	-3,461.28	-28.64	29,000.00
7289-000 Neighborhood Contingency	0.00	41.67	41.67	100.00	0.00	208.35	208.35	100.00	500.00
7290-000 TOTAL NEIGHBORHOOD EXPENSES	11,112.33	21,994.76	10,882.43	49.48	74,839.11	85,453.80	10,614.69	12.42	169,207.00
8000-000 COMMUNITY MANAGEMENT & ADMINISTRATION									
9210-000 NSF Fees	0.00	8.33	8.33	100.00	10.00	41.65	31.65	75.99	100.00
9610-000 Federal Income Tax	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	1,404.00
9830-000 Master Base Assessments	15,309.00	15,309.00	0.00	0.00	76,545.00	76,545.00	0.00	0.00	183,708.00
9855-000 Master Collection Legal Fees	1,295.00	0.00	-1,295.00	N/A	3,848.35	0.00	-3,848.35	N/A	0.00
9910-000 TOTAL COMMUNITY MANAGEMENT & ADMINISTRATION	16,604.00	15,317.33	-1,286.67	-8.40	80,403.35	76,586.65	-3,816.70	-4.98	185,212.00
9940-000 TOTAL EXPENSES	27,716.33	37,312.09	9,595.76	25.72	155,242.46	162,040.45	6,797.99	4.20	354,419.00
9950-000 Excess (Deficiency) of Revenues over Expenses	16,754.08	6,809.58	9,944.50	146.04	80,993.10	58,567.90	22,425.20	38.29	175,041.00

### West Highlands Park - IHCA Sup (swhp) Budget Comparison

Period = Nov 2023

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>Less Reserve Items:</b>									
Reserve Contributions	-14,586.75	-14,586.75	0.00	0.00	-72,933.75	-72,933.75	0.00	0.00	-175,041.00
Reserve Interest Income	-1,770.59	0.00	-1,770.59	N/A	-8,777.75	0.00	-8,777.75	N/A	0.00
	-16,357.34	-14,586.75	-1,770.59	-12.14	-81,711.50	-72,933.75	-8,777.75	-12.04	-175,041.00
<b>Operating Excess (Deficiency) of Rev over Exp</b>	<b>396.74</b>	<b>-7,777.17</b>	<b>8,173.91</b>	<b>N/A</b>	<b>-718.40</b>	<b>-14,365.85</b>	<b>13,647.45</b>	<b>95.00</b>	<b>0.00</b>

**Reserve Expenses:**

Attached 1 Roof - Inspect, Clean, Repair		12,200.00
Attached 1 Concrete Repairs		6,300.00
Attached 2 Roof - Inspect, Clean, Repair		12,500.00
Attached 2 Concrete Repairs		4,200.00
NBHD - Concrete Repairs		5,250.00
938 5th Dry Rot Repair	1,860.48	1,860.48

**Statement (12 months)**

Period = Jul 2023-Nov 2023

Book = Accrual ; Tree = ysi\_is

		Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Total
<b>3000-000</b>	<b>INCOME</b>						
3500-000	OTHER INCOME						
3590-000	IHCA Master Base Assess. Income	19,359.00	14,499.00	14,742.00	14,418.00	14,418.00	77,436.00
3650-000	Master Collection & Admin Fees	5.59	1,242.49	1,305.27	0.00	1,295.00	3,848.35
3900-000	TOTAL OTHER INCOME	19,364.59	15,741.49	16,047.27	14,418.00	15,713.00	81,284.35
3999-000	TOTAL PM INCOME	19,364.59	15,741.49	16,047.27	14,418.00	15,713.00	81,284.35
4010-000	ASSOCIATION INCOME						
4020-000	Late Fees / NSF	0.00	0.00	50.00	0.00	0.00	50.00
4045-000	Interest Income	45.49	45.94	38.17	39.42	34.27	203.29
4047-000	Interest Income-Reserves	1,739.69	1,747.97	1,751.77	1,767.73	1,770.59	8,777.75
4070-000	Neighborhood Assessments	37,861.37	27,002.27	27,151.43	26,952.55	26,952.55	145,920.17
4390-000	TOTAL ASSOCIATION INCOME	39,646.55	28,796.18	28,991.37	28,759.70	28,757.41	154,951.21
4999-000	TOTAL REVENUE	59,011.14	44,537.67	45,038.64	43,177.70	44,470.41	236,235.56
6000-000	EXPENSES						
7200-000	NEIGHBORHOOD EXPENSES						
7201-000	Neighborhood Management Fees	1,518.00	1,518.00	1,518.00	1,518.00	1,518.00	7,590.00
7204-000	Neighborhood Reserve Study	0.00	0.00	0.00	0.00	1,397.19	1,397.19
7208-000	Neighborhood Utilities-Lights & Storm Water Fees	11.68	11.55	11.68	11.69	11.71	58.31
7225-000	Neighborhood Garbage Removal	2,245.33	3,871.53	3,394.63	3,464.63	0.00	12,976.12
7240-000	Neighborhood Landscape - Contract / Yards	2,951.19	2,951.19	2,951.19	2,951.19	2,951.19	14,755.95
7250-000	Neighborhood Landscape - Other	0.00	0.00	0.00	0.00	2,000.00	2,000.00
7260-000	Neighborhood Irrigation-Common Areas	29.43	9,832.02	29.98	8,851.40	31.74	18,774.57
7265-000	Neigh Irrig Maint & Repairs	150.00	150.00	0.00	0.00	0.00	300.00
7266-000	Neighborhood Pest Control	0.00	737.68	0.00	611.07	93.59	1,442.34
7288-000	Neighborhood Property Insurance	3,108.99	3,108.91	3,108.91	3,108.91	3,108.91	15,544.63
7290-000	TOTAL NEIGHBORHOOD EXPENSES	10,014.62	22,180.88	11,014.39	20,516.89	11,112.33	74,839.11
8000-000	COMMUNITY MANAGEMENT & ADMINISTRATION						
9210-000	NSF Fees	0.00	0.00	10.00	0.00	0.00	10.00
9830-000	Master Base Assessments	15,309.00	15,309.00	15,309.00	15,309.00	15,309.00	76,545.00
9855-000	Master Collection Legal Fees	5.59	1,242.49	1,305.27	0.00	1,295.00	3,848.35
9910-000	TOTAL COMMUNITY MANAGEMENT & ADMINISTRATION	15,314.59	16,551.49	16,624.27	15,309.00	16,604.00	80,403.35
9940-000	TOTAL EXPENSES	25,329.21	38,732.37	27,638.66	35,825.89	27,716.33	155,242.46
9950-000	Excess (Deficiency) of Revenues over Expenses	33,681.93	5,805.30	17,399.98	7,351.81	16,754.08	80,993.10

# Expense Distribution

Property=swhp AND mm/yy=11/2023-11/2023

Account Code - Name	Control	Property	Invoice #	Invoice Date	Period	Amount	Unpaid Amount	Check #	Check Date	Remarks
<b>2855-000 - Reserve Equity</b>										
rw-hand - RW Anderson Services, Inc.	P-86437	swhp	42772	11/17/2023	11/2023	1,860.48	0.00	129	11/20/2023	938 5th - Dry Rot Repairs Window
<b>Total 2855-000 - Reserve Equity</b>						<b>1,860.48</b>	<b>0.00</b>			
<b>7204-000 - Neighborhood Reserve Study</b>										
cedcore - CEDCORE Reserve Studies, LLC	P-86410	swhp	INV-03440-H6P6Q5	11/10/2023	11/2023	1,397.19	0.00	1302	11/20/2023	Reserve Study
<b>Total 7204-000 - Neighborhood Reserve ...</b>						<b>1,397.19</b>	<b>0.00</b>			
<b>7208-000 - Neighborhood Utilities-Lights ...</b>										
pugsou - Puget Sound Energy	P-86575	swhp	42686575	11/01/2023	11/2023	11.71	0.00	1304	11/21/2023	Account #200006896357
<b>Total 7208-000 - Neighborhood Utilities-Li...</b>						<b>11.71</b>	<b>0.00</b>			
<b>7240-000 - Neighborhood Landscape - Co...</b>										
landcare - LandCare USA LLC	P-86361	swhp	684639	11/01/2023	11/2023	2,951.19	0.00	1301	11/14/2023	Contract Landscaping
<b>Total 7240-000 - Neighborhood Landscap...</b>						<b>2,951.19</b>	<b>0.00</b>			
<b>7250-000 - Neighborhood Landscape - Other</b>										
landcare - LandCare USA LLC	P-86398	swhp	678641	11/08/2023	11/2023	2,000.00	0.00	1301	11/14/2023	Non- Contract Landscaping
<b>Total 7250-000 - Neighborhood Landscap...</b>						<b>2,000.00</b>	<b>0.00</b>			
<b>7260-000 - Neighborhood Irrigation-Com...</b>										
pugsou - Puget Sound Energy	P-86509	swhp	39486509	11/01/2023	11/2023	19.34	0.00	1304	11/21/2023	Account #200011196504
pugsou - Puget Sound Energy	P-86574	swhp	46886574	11/01/2023	11/2023	12.40	0.00	1304	11/21/2023	Account #220001665243
<b>Total 7260-000 - Neighborhood Irrigatio...</b>						<b>31.74</b>	<b>0.00</b>			
<b>7266-000 - Neighborhood Pest Control</b>										
eagpes - Eagle Pest Eliminators, Inc.	P-86409	swhp	2582049	11/08/2023	11/2023	93.59	0.00	1303	11/20/2023	841 Rodent Control
<b>Total 7266-000 - Neighborhood Pest Control</b>						<b>93.59</b>	<b>0.00</b>			
<b>7288-000 - Neighborhood Property Insurance</b>										
palins - Carter Insurance Agency LLC	P-86385	swhp	231104	11/04/2023	11/2023	3,108.91	0.00	11042023	11/04/2023	Acct #F003367817-001-00001
<b>Total 7288-000 - Neighborhood Property I...</b>						<b>3,108.91</b>	<b>0.00</b>			
						<b>11,454.81</b>	<b>0.00</b>			