

**Goldcrest Homeowners Association**  
**Treasurer's Report**  
**June 19, 2014**

**Banking**

The balances in the bank accounts are:

First Citizen's checking account (May 31 <sup>st</sup> )	\$ 44,807.79
First Citizen's savings account (May 31 <sup>st</sup> )	5,006.75
First Citizen's 6 Month CD (May 31 <sup>st</sup> )	30,062.36
First Citizen's Reserve Saving (May 31 <sup>st</sup> )	20,018.57
Total Account Balances	<u>\$99,895.47</u>

Assessments received and in transit to bank	<u>\$ .00</u>
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\$25,000 has been transferred from checking to savings, leaving \$13,606.87 in the checking account after paying outstanding invoices.

**Outstanding bills:**

There are no known outstanding bills to pay.

Monthly payments due within 30 days of the end of the month:

Tony Mailhot (filing fee reimbursement)	\$ 216.00
Nguyen (Landscaping)	4,352.00
Sound Landscaping	2,174.00
Henderson Law Group, PLLC	150.00
Vista Accounting	586.00
Total	<u>\$7,478.00</u>

Note that all accounts payable were paid by June 19, 2014.

**Expected Revenue:**

Assessments	\$8,125.00
1404 Sunnyvale (B of A or HUD)	<u>1,525.75</u>
Total Expected Revenue	<u>\$9,650.75</u>

**Action Item:**

- May collections were unusually low. Continue to hold off funding the reserve account until collections improve.

**Financial Statements**

The balance sheet and profit and loss statements at May 31, 2014 accompany this report. The profit and loss statement reports the current month of June and the fiscal year to date as well as a

budget to actual comparison. Notable variances in the actual expenses compared to the budget are:

- Balance Sheet
  - Total cash balance at May 31, 2014 was \$99,896, an \$11,541 increase in its total cash balance compared to May 31, 2013. This actually a smaller increase in available cash when compared to prior years as a result of slower collections in 2014. We should not be swayed by the large account balance as we have 10 months of expenses to pay from the account.
  - Accounts receivable (annual assessments and delinquent accounts) were \$17,452 at May 31, 2014 compared to \$11,322 at May 31, 2013. The increase is the result of:
    1. Slow collections of 2014 assessments. At May 31, 2013 there were 17 uncollected active homeowners compared to \$29 this year.
    2. Another year of assessments on 4 old accounts, plus interest and fees.
    3. The second assessment notice was mailed June 18, 2013.
- Profit Loss Statement (accrual basis)
  - The only unbudgeted expense in May was \$4,352 clearing the hillside.

Action Item:

- None.

## **Property Transactions**

Two requests for assessment status have been processed in the last few days:

- 3701 Goldcrest Heights NW, regarding the sale of the property by Daniel Blatt
- 1707 Medallion Loop NW, regarding the sale of the property by Michael and Kathryn Swarthout

Action Item:

- Monitor deposits for payment of delinquent assessments.

## **Delinquent Accounts**

A delinquent accounts list, provided by the Association's accountant updated through June 10, 2014, is attached. Please note the following:

- Interest is added to the delinquent accounts monthly.
- A letter was sent to Misty Duncan asking her to pay the remaining interest charge on her account. No response was received.
- The first follow up letters to late assessment lot owners was sent out on June 18, 2014.
- A request for a payoff number was provided to Northwest Trustee Services for 3903 Westpark on May 3<sup>rd</sup>, but no payment was received.
- We have been in communication with the loan servicing company for the payment on 1404 Sunnyvale. They acknowledged that the check they sent in April was never

delivered nor cashed. A replacement check will be sent by HUD, per my last contact with Service Link on June 12, 2014. Here is my e-mail conversation about the check:

Tony: Ms Galindo,

The address for mailing the check is 1450 Sunnyvale Court, Olympia WA 98502. We never received check #935569. We do not have it and we have not deposited it. It has not cleared your bank because we did not receive the check. The mailing address is not a physical address, it is a mail box only. If someone needs to sign for the package, we'll need to give you an alternative address.

Service Link: Hi Anthony,

Thank you for confirming the address and the check that you never received. Please send me the alternative address that someone can sign the package. I will put a stop payment on this check and re-issue a new one for the amount of \$1,502.21. I will wait for the alternate address from you.

Service Link: Hello,

Please disregard HOA payment. We are paying on the HUD

Tony: What does this mean?

Service Link: Escrow will be paying it on the HUD because the close of escrow is less than 2 weeks.

Tony: Where will HUD send the check?

Service Link: The payment will be coming from escrow. They will be mailing it overnighting it to you once escrow closes. I have forwarded your email to them with your address.

Action Item:

- Monitor payments and plan for second reminder letter.
- Monitor payments for HUD check

**Treasurer Duties**

Terry Soddors of Aiken and Sanders agreed to conduct the audit again this year. The engagement letter needs to be signed and returned. I will be working on the year end financial statement and Frawn Witt will be organizing the files.

Action Items:

- Follow up on audit preparation.
- I've contact two companies regarding the reserve study.

**Other pending issues**

HSBC notice of check held. We received a notice from HSBC that they were holding a check issued to Goldcrest Homeowners Association on December 9, 2010 in the amount of \$364.45. I sent them a response asking them to identify the homeowner or property associated with the check. I have not received a return response.

*Anthony J. Mailhot*

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Respectfully Submitted June 19, 2014

Anthony J. Mailhot, Treasurer

Goldcrest Homeowners Association  
**Balance Sheet**  
As of May 31, 2014

	May 31, 2014	May 31, 2013	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
FCB Operating savings 9659	5,007	0	5,007
FCB CD 6 month 7978	30,062	30,032	30
FCB Reserve savings 0211	20,019	20,010	9
First Citizens Checking	44,808	38,313	6,495
<b>Total Checking/Savings</b>	<b>99,896</b>	<b>88,355</b>	<b>11,541</b>
<b>Accounts Receivable</b>			
Accounts Receivable	17,452	11,322	6,130
<b>Total Accounts Receivable</b>	<b>17,452</b>	<b>11,322</b>	<b>6,130</b>
<b>Other Current Assets</b>			
Prepaid Insurance	1,886	203	1,683
Undeposited Funds	0	1,950	-1,950
<b>Total Other Current Assets</b>	<b>1,886</b>	<b>2,153</b>	<b>-267</b>
<b>Total Current Assets</b>	<b>119,234</b>	<b>101,830</b>	<b>17,404</b>
<b>Fixed Assets</b>			
Land Improvements and Equipment	138,500	138,500	0
Accumulated Depreciation	-76,965	-73,875	-3,090
<b>Total Fixed Assets</b>	<b>61,535</b>	<b>64,625</b>	<b>-3,090</b>
<b>TOTAL ASSETS</b>	<b>180,769</b>	<b>166,455</b>	<b>14,314</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	7,478	2,764	4,714
<b>Total Accounts Payable</b>	<b>7,478</b>	<b>2,764</b>	<b>4,714</b>
<b>Total Current Liabilities</b>	<b>7,478</b>	<b>2,764</b>	<b>4,714</b>
<b>Total Liabilities</b>	<b>7,478</b>	<b>2,764</b>	<b>4,714</b>
<b>Equity</b>			
Retained Earnings	125,863	111,775	14,088
Net Income	47,428	51,916	-4,488
<b>Total Equity</b>	<b>173,291</b>	<b>163,691</b>	<b>9,600</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>180,769</b>	<b>166,455</b>	<b>14,314</b>

**Goldcrest Homeowners Association**  
**Profit & Loss Budget Performance**  
May 2014

	Month End May 31, 2014			Year to Date May 31, 2014			2014-2015
	Actual	Budget	Over/Under	Actual	Budget	Over/Under	Annual Budget
<b>Revenue</b>							
Uncollected Finance Charge	0	-156	156	0	-309	309	-2,103
Adopt a Tree	0	0	0	0	0	0	0
Assessments	-325	17,875	-18,200	58,500	53,300	5,200	56,875
Finance Charges assessed	127	156	-29	243	309	-66	2,103
Interest	3	15	-12	6	30	-24	90
Reimbursed Process fees	0	0	0	0	0	0	144
Recovery of Past Due Account	0	0	0	0	0	0	2,000
<b>Total Income</b>	<b>-195</b>	<b>17,890</b>	<b>-18,085</b>	<b>58,749</b>	<b>53,330</b>	<b>5,419</b>	<b>59,109</b>
	-195	17,890	-18,085	58,749	53,330	5,419	
<b>Expense</b>							
Depreciation Expense	258	0	258	515	0	515	0
<b>Insurance Expense</b>							
Directors and Board Insurance	117	0	117	235	0	235	1,450
Liability	66	0	66	132	0	132	850
Insurance Expense - Other	0	0	0	0	0	0	
<b>Total Insurance Expense</b>	<b>183</b>	<b>0</b>	<b>183</b>	<b>367</b>	<b>0</b>	<b>367</b>	<b>2,300</b>
<b>Legal, Professional and Liens</b>							
Henderson Shelton Retainer	150	0	150	150	150	0	600
Henderson Shelton Supplemental	0	0	0	0	0	0	200
J Morton CPA Corp Tax Return	0	0	0	0	0	0	0
WOBA Membership	0	0	0	0	0	0	150
Aiken & Sanders Audit	0	0	0	0	0	0	2,000
Thurston County Liens	216	0	216	216	0	216	0
Vista Accounting Services	586	586	0	1,187	1,187	0	5,580
Other Legal and Accounting	0	0	0	0	0	0	0
Legal, Professional and Liens - Other	0	0	0	0	0	0	
<b>Total Legal, Professional and Liens</b>	<b>952</b>	<b>586</b>	<b>366</b>	<b>1,553</b>	<b>1,337</b>	<b>216</b>	<b>8,530</b>
<b>Member Communications</b>							
Member Mailings Spring Mtg	0	0	0	0	0	0	375
Fedex Off - Newsletter/Fall Mtg	0	0	0	0	0	0	400
Member Communications - Other	0	0	0	0	0	0	
<b>Total Member Communications</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>775</b>
<b>Supplies, Copies, Etc</b>							
Bank service charge	0	1		0	2	-2	12
Miscellaneous Secretarial	0	25	-25	43	25	18	125
<b>Total Supplies, Copies, Etc</b>	<b>0</b>	<b>26</b>	<b>-26</b>	<b>43</b>	<b>27</b>	<b>16</b>	<b>137</b>
<b>Landscape Maintenance</b>							
Sound Landscape Contract	2,174	2,174	0	4,457	4,348	109	26,088
Reforestation	0	0	0	0	0	0	
Garbage and Debris Removal	0	0	0	0	0	0	
Water	0	0	0	0	0	0	225
Maintenance Contingency	0	0	0	0	0	0	2,608
<b>Total Landscape Maintenance</b>	<b>2,174</b>	<b>2,174</b>	<b>0</b>	<b>4,457</b>	<b>4,348</b>	<b>109</b>	<b>28,921</b>

**Goldcrest Homeowners Association**  
**Profit & Loss Budget Performance**  
 May 2014

	<u>Month End May 31, 2014</u>			<u>Year to Date May 31, 2014</u>			<u>2014-2015</u>
	<u>Actual</u>	<u>Budget</u>	<u>Over/Under</u>	<u>Actual</u>	<u>Budget</u>	<u>Over/Under</u>	<u>Annual Budget</u>
<b>Debris Removal and Front Entry</b>							
Winter Storm Damage & clean up	0	0	0	0	0	0	3,000
<b>Total Debris Removal and Front Entry</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000</u>
<b>Miscellaneous Maintenance</b>							
Equipment and Supplies	0	0	0	0	0	0	330
Neighborhood Gar. Sale Cleanup	0	0	0	0	0	0	50
Green Belt Maintenance	0	0	0	0	0	0	
Dog Waste clean up & other	18	18	0	36	36	0	470
Miscellaneous Maintenance - Other	0			0			
<b>Total Miscellaneous Maintenance</b>	<u>18</u>	<u>18</u>	<u>0</u>	<u>36</u>	<u>36</u>	<u>0</u>	<u>850</u>
<b>Special Projects</b>							
Rebarking	0	0	0	0	0	0	
Pathway repair	0	0	0	0	0	0	5,000
Tree and Shrub Planting	0	0	0	0	0	0	1,000
Tree Seedlings	0	0	0	0	0	0	
Arborist Assess. of Tree Healt	0	500	-500	0	500	-500	500
Tree and Shrub Maintenance	4,352	0	4,352	4,352	0	4,352	3,000
Reserve Study	0	0	0	0	0	0	2,000
Public Pathways Grant	0	0	0	0	0	0	
City Grant	0	0	0	0	0	0	-5,000
	<u>4,352</u>	<u>500</u>	<u>3,852</u>	<u>4,352</u>	<u>500</u>	<u>3,852</u>	<u>6,500</u>
Transfer to reserve	0	0	0	0	10,000	-10,000	10,000
<b>Total Expense</b>	<u>7,937</u>	<u>3,304</u>	<u>4,633</u>	<u>11,323</u>	<u>16,248</u>	<u>-4,925</u>	<u>61,013</u>
<b>Excess of Revenue over Expenses</b>	<u>-8,132</u>	<u>14,586</u>	<u>-22,718</u>	<u>47,426</u>	<u>37,082</u>	<u>10,344</u>	<u>-1,904</u>

Goldcrest Homeowners Association  
A/R Aging Summary current  
As of May 31, 2014

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Altheide, Lance and Sadie	0.00	325.00	0.00	0.00	0.00	325.00
Beers, Zachory	0.00	225.00	0.00	0.00	0.00	225.00
Born, Darrell and Cynthia	0.00	325.00	0.00	0.00	0.00	325.00
Brown, Stephanie and Tom (Lot 48)	0.00	325.00	0.00	0.00	0.00	325.00
DeRuwe, Julie	0.00	0.00	0.00	0.00	0.00	0.00
Duncan, Misty	0.00	325.00	3.67	3.60	6.04	338.31
Eixenberger, Kelly	0.00	325.00	0.00	0.00	0.00	325.00
Frinell, Kimberly	0.00	325.00	0.00	0.00	0.00	325.00
Fung, Michael and Mildred	0.00	325.00	0.00	0.00	0.00	325.00
Ham, Sam and Christine	0.00	325.00	0.00	0.00	0.00	325.00
Hang, Huy	0.00	325.00	0.00	0.00	0.00	325.00
Hibberd, Brett and Kellie	0.00	325.00	0.00	0.00	0.00	325.00
Holl, Amelia/Federal National Mort	0.00	347.08	120.46	21.22	962.09	1,450.85
Huff, Dixie Lee	0.00	325.00	0.00	0.00	0.00	325.00
Hull, Marvin and Gail	0.00	325.00	0.00	0.00	0.00	325.00
Isaacson, John and Megan	0.00	325.00	0.00	0.00	0.00	325.00
Johnston, Kathleen	0.00	325.00	0.00	0.00	0.00	325.00
Mahar, Azizullah and Elizabeth	0.00	325.00	0.00	0.00	0.00	325.00
Malsbary, David and Sharon	0.00	325.00	0.00	0.00	0.00	325.00
McCracken, Holly	0.00	325.00	0.00	0.00	0.00	325.00
McMillian, James and Renee	0.00	325.00	0.00	0.00	0.00	325.00
Meza, Frank and Dennie	0.00	325.00	0.00	0.00	0.00	325.00
Noonan, Patrick	0.00	325.00	0.00	0.00	0.00	325.00
O'Connell, Trustees, John and Siobhain-Su	0.00	325.00	0.00	0.00	0.00	325.00
Pape/Chance (Lot 131)	0.00	325.00	0.00	0.00	0.00	325.00
Petersen, Matthew and Kristen	0.00	325.00	0.00	0.00	0.00	325.00
Poole, Jason and Angela	0.00	325.00	0.00	0.00	0.00	325.00
Rubidoux, Brady	0.00	364.43	137.54	37.90	1,796.29	2,336.16
Schmidt, Keith and Elyse	0.00	325.00	0.00	0.00	0.00	325.00
Sobhani, Sharam	0.00	5.00	0.00	0.00	0.00	5.00
Spiller, John and Joanne	0.00	325.00	0.00	0.00	0.00	325.00
Teng/Tran-Teng, Sang and Phuong	0.00	325.00	0.00	0.00	0.00	325.00
Virgilio, Donna	0.00	336.39	89.07	10.95	469.49	905.90
Vu, Mint	0.00	325.00	0.00	0.00	0.00	325.00
Wallace, Craig	0.00	325.00	0.00	0.00	0.00	325.00
Wells Fargo Bank NA (Lot 101)	0.00	327.06	2.02	50.44	50.38	429.90
Whitesell, Trustees, William and Jeanne	0.00	364.43	137.54	37.90	1,796.29	2,336.16
Woodling, Carolyn	0.00	325.00	0.00	0.00	0.00	325.00
<b>TOTAL</b>	<b>0.00</b>	<b>11,719.39</b>	<b>490.30</b>	<b>162.01</b>	<b>5,080.58</b>	<b>17,452.28</b>