

**Balance Sheet Report**  
**Nelson Farm Homeowner's Assn. Inc.**  
**Operating**  
As of December 31, 2017

Reviewed & Approved by:

  
Jillian Weaver, CMCA®  
Community Manager

|  | <u>Balance<br/>Dec 31, 2017</u> | <u>Balance<br/>Nov 30, 2017</u> | <u>Change</u>     |
|--|---------------------------------|---------------------------------|-------------------|
| <b><u>Assets</u></b>                           |                                 |                                 |                   |
| <b>Operating Funds</b>                         |                                 |                                 |                   |
| 1001 - Union Bank Oper #1714                   | 91,527.49                       | 93,710.13                       | (2,182.64)        |
| 1650 - Due To/From Reserves                    | (15,799.00)                     | (15,799.00)                     | 0.00              |
| <b>Total Operating Funds</b>                   | <b>75,728.49</b>                | <b>77,911.13</b>                | <b>(2,182.64)</b> |
| <b>Accounts Receivable</b>                     |                                 |                                 |                   |
| 1500 - Residential Assessments Receivable      | 906.89                          | 906.89                          | 0.00              |
| 1525 - Accounts Receivable Other               | 313.78                          | 313.78                          | 0.00              |
| 1530 - Allowance for Doubtful accounts         | 450.00                          | 450.00                          | 0.00              |
| <b>Total Accounts Receivable</b>               | <b>1,670.67</b>                 | <b>1,670.67</b>                 | <b>0.00</b>       |
| <b>Prepaid Expenses</b>                        |                                 |                                 |                   |
| 1600 - Prepaid Insurance                       | 2,973.29                        | 3,714.02                        | (740.73)          |
| <b>Total Prepaid Expenses</b>                  | <b>2,973.29</b>                 | <b>3,714.02</b>                 | <b>(740.73)</b>   |
| <b>Other Property &amp; Equipment</b>          |                                 |                                 |                   |
| 1950 - Other Property & Equipment              | 58,907.69                       | 58,907.69                       | 0.00              |
| 1955 - Accum Depr - Other Property & Equipment | (58,123.81)                     | (58,123.81)                     | 0.00              |
| <b>Total Other Property &amp; Equipment</b>    | <b>783.88</b>                   | <b>783.88</b>                   | <b>0.00</b>       |
| <b>Total Assets</b>                            | <b>81,156.33</b>                | <b>84,079.70</b>                | <b>(2,923.37)</b> |
| <b><u>Liabilities</u></b>                      |                                 |                                 |                   |
| <b>Accounts Payable</b>                        |                                 |                                 |                   |
| 2015 - Returned Check Fee Payable              | 20.00                           | 20.00                           | 0.00              |
| 2045 - Mgmt Co. Reimbursements                 | 18.90                           | 18.90                           | 0.00              |
| <b>Total Accounts Payable</b>                  | <b>38.90</b>                    | <b>38.90</b>                    | <b>0.00</b>       |

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**Operating**

As of December 31, 2017

|   | <u>Balance<br/>Dec 31, 2017</u> | <u>Balance<br/>Nov 30, 2017</u> | <u>Change</u>      |
|---|---------------------------------|---------------------------------|--------------------|
| <b><u>Liabilities</u></b>                 |                                 |                                 |                    |
| <b>Prepaid Assessments</b>                |                                 |                                 |                    |
| 2550 - Prepaid Assessments                | 638.78                          | 608.78                          | 30.00              |
| 2595 - Deferred Revenue                   | 35,343.75                       | 47,125.00                       | (11,781.25)        |
| <b>Total Prepaid Assessments</b>          | <b>35,982.53</b>                | <b>47,733.78</b>                | <b>(11,751.25)</b> |
| <b>Total Liabilities</b>                  | <b>36,021.43</b>                | <b>47,772.68</b>                | <b>(11,751.25)</b> |
| <b><u>Owners' Equity</u></b>              |                                 |                                 |                    |
| <b>Owners Equity</b>                      |                                 |                                 |                    |
| 3000 - Owners Equity - Prior Years        | 42,122.93                       | 42,122.93                       | 0.00               |
| <b>Total Owners Equity</b>                | <b>42,122.93</b>                | <b>42,122.93</b>                | <b>0.00</b>        |
| <b>Total Owners' Equity</b>               | <b>42,122.93</b>                | <b>42,122.93</b>                | <b>0.00</b>        |
| <b>Operating Income / (Loss)</b>          | <b>3,011.97</b>                 | <b>(5,815.91)</b>               | <b>8,827.88</b>    |
| <b>Total Liabilities and Owner Equity</b> | <b>81,156.33</b>                | <b>84,079.70</b>                | <b>(2,923.37)</b>  |

**Balance Sheet Report**  
**Nelson Farm Homeowner's Assn. Inc.**  
**Reserves**

As of December 31, 2017

|   | <u>Balance<br/>Dec 31, 2017</u> | <u>Balance<br/>Nov 30, 2017</u> | <u>Change</u>            |
|---|---------------------------------|---------------------------------|--------------------------|
| <b><u>Assets</u></b>                      |                                 |                                 |                          |
| <b>Reserve Funds</b>                      |                                 |                                 |                          |
| 1326 - Union Bank Res #2852               | 96,138.19                       | 104,999.28                      | (8,861.09)               |
| 1651 - Due To/From Operating              | 15,799.00                       | 15,799.00                       | 0.00                     |
| <b>Total Reserve Funds</b>                | <b><u>111,937.19</u></b>        | <b><u>120,798.28</u></b>        | <b><u>(8,861.09)</u></b> |
| <b>Total Assets</b>                       | <b><u>111,937.19</u></b>        | <b><u>120,798.28</u></b>        | <b><u>(8,861.09)</u></b> |
| <b><u>Owners' Equity</u></b>              |                                 |                                 |                          |
| <b>Owners Equity</b>                      |                                 |                                 |                          |
| 3268 - General Reserve - Prior Yrs        | 138,611.76                      | 138,611.76                      | 0.00                     |
| <b>Total Owners Equity</b>                | <b><u>138,611.76</u></b>        | <b><u>138,611.76</u></b>        | <b><u>0.00</u></b>       |
| <b>Total Owners' Equity</b>               | <b><u>138,611.76</u></b>        | <b><u>138,611.76</u></b>        | <b><u>0.00</u></b>       |
| <b>Reserves Income / (Loss)</b>           | <b><u>(26,674.57)</u></b>       | <b><u>(17,813.48)</u></b>       | <b><u>(8,861.09)</u></b> |
| <b>Total Liabilities and Owner Equity</b> | <b><u>111,937.19</u></b>        | <b><u>120,798.28</u></b>        | <b><u>(8,861.09)</u></b> |



Jillian Weaver, CMCA®  
Community Manager

## Income Statement Report Nelson Farm Homeowner's Assn. Inc. Operating

December 01, 2017 thru December 31, 2017

|   | Current Period   |                  |                 | Year to Date (9 months) |                   |                 | Annual Budget     | Budget Remaining  |
|---|------------------|------------------|-----------------|-------------------------|-------------------|-----------------|-------------------|-------------------|
|   | Actual           | Budget           | Variance        | Actual                  | Budget            | Variance        |                   |                   |
| <b>Income</b>                               |                  |                  |                 |                         |                   |                 |                   |                   |
| <b>Assessment Income</b>                    |                  |                  |                 |                         |                   |                 |                   |                   |
| 4000 - Residential Assessments              | 11,781.25        | 11,781.00        | 0.25            | 106,031.25              | 106,031.00        | 0.25            | 141,375.00        | 35,343.75         |
| <b>Total Assessment Income</b>              | <b>11,781.25</b> | <b>11,781.00</b> | <b>0.25</b>     | <b>106,031.25</b>       | <b>106,031.00</b> | <b>0.25</b>     | <b>141,375.00</b> | <b>35,343.75</b>  |
| <b>Collections Income</b>                   |                  |                  |                 |                         |                   |                 |                   |                   |
| 4710 - Late Fees & Interest                 | 0.00             | 0.00             | 0.00            | 2,718.69                | 0.00              | 2,718.69        | 0.00              | (2,718.69)        |
| <b>Total Collections Income</b>             | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>     | <b>2,718.69</b>         | <b>0.00</b>       | <b>2,718.69</b> | <b>0.00</b>       | <b>(2,718.69)</b> |
| <b>Total Operating Income</b>               | <b>11,781.25</b> | <b>11,781.00</b> | <b>0.25</b>     | <b>108,749.94</b>       | <b>106,031.00</b> | <b>2,718.94</b> | <b>141,375.00</b> | <b>32,625.06</b>  |
| <b>Expense</b>                              |                  |                  |                 |                         |                   |                 |                   |                   |
| <b>Administrative</b>                       |                  |                  |                 |                         |                   |                 |                   |                   |
| 5010 - Bad Debt                             | 0.00             | 0.00             | 0.00            | 53.43                   | 0.00              | 53.43           | 0.00              | (53.43)           |
| 5090 - Office Supplies                      | 51.51            | 183.00           | (131.49)        | 2,257.63                | 1,650.00          | 607.63          | 2,200.00          | (57.63)           |
| 5115 - Web Site Maintenance                 | 0.00             | 0.00             | 0.00            | 18.00                   | 0.00              | 18.00           | 20.00             | 2.00              |
| 5195 - Other Administrative Services        | 0.00             | 25.00            | (25.00)         | 170.60                  | 225.00            | (54.40)         | 300.00            | 129.40            |
| <b>Total Administrative</b>                 | <b>51.51</b>     | <b>208.00</b>    | <b>(156.49)</b> | <b>2,499.66</b>         | <b>1,875.00</b>   | <b>624.66</b>   | <b>2,520.00</b>   | <b>20.34</b>      |
| <b>Communications</b>                       |                  |                  |                 |                         |                   |                 |                   |                   |
| 5200 - Community Events                     | 0.00             | 0.00             | 0.00            | 535.95                  | 500.00            | 35.95           | 500.00            | (35.95)           |
| 5210 - Printing/Copies                      | 88.39            | 225.00           | (136.61)        | 1,506.36                | 2,025.00          | (518.64)        | 2,700.00          | 1,193.64          |
| <b>Total Communications</b>                 | <b>88.39</b>     | <b>225.00</b>    | <b>(136.61)</b> | <b>2,042.31</b>         | <b>2,525.00</b>   | <b>(482.69)</b> | <b>3,200.00</b>   | <b>1,157.69</b>   |
| <b>Insurance</b>                            |                  |                  |                 |                         |                   |                 |                   |                   |
| 5445 - General Liability Insurance Premiums | 740.73           | 821.00           | (80.27)         | 6,766.57                | 7,388.00          | (621.43)        | 9,850.00          | 3,083.43          |
| <b>Total Insurance</b>                      | <b>740.73</b>    | <b>821.00</b>    | <b>(80.27)</b>  | <b>6,766.57</b>         | <b>7,388.00</b>   | <b>(621.43)</b> | <b>9,850.00</b>   | <b>3,083.43</b>   |
| <b>Utilities</b>                            |                  |                  |                 |                         |                   |                 |                   |                   |
| 6000 - Electric Service                     | 31.19            | 0.00             | 31.19           | 2,342.36                | 3,200.00          | (857.64)        | 3,200.00          | 857.64            |
| 6005 - Gas Service                          | 43.77            | 0.00             | 43.77           | 2,504.70                | 3,100.00          | (595.30)        | 3,100.00          | 595.30            |
| 6025 - Water Service                        | 349.24           | 0.00             | 349.24          | 7,683.56                | 10,600.00         | (2,916.44)      | 10,600.00         | 2,916.44          |
| 6035 - Trash and Recycling Service          | 0.00             | 0.00             | 0.00            | 270.00                  | 480.00            | (210.00)        | 480.00            | 210.00            |

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|   | Current Period |               |                 | Year to Date (9 months) |                  |                   | Annual Budget    | Budget Remaining |
|---|----------------|---------------|-----------------|-------------------------|------------------|-------------------|------------------|------------------|
|   | Actual         | Budget        | Variance        | Actual                  | Budget           | Variance          |                  |                  |
| <b>Expense</b>                            |                |               |                 |                         |                  |                   |                  |                  |
| <b>Utilities</b>                          |                |               |                 |                         |                  |                   |                  |                  |
| 6050 - Telephone Service                  | 52.84          | 0.00          | 52.84           | 476.64                  | 420.00           | 56.64             | 420.00           | (56.64)          |
| <b>Total Utilities</b>                    | <b>477.04</b>  | <b>0.00</b>   | <b>477.04</b>   | <b>13,277.26</b>        | <b>17,800.00</b> | <b>(4,522.74)</b> | <b>17,800.00</b> | <b>4,522.74</b>  |
| <b>Landscaping</b>                        |                |               |                 |                         |                  |                   |                  |                  |
| 6110 - Landscape Repair & Maintenance     | 0.00           | 0.00          | 0.00            | 114.00                  | 200.00           | (86.00)           | 200.00           | 86.00            |
| 6160 - Tree Maintenance                   | 0.00           | 0.00          | 0.00            | 0.00                    | 500.00           | (500.00)          | 1,000.00         | 1,000.00         |
| <b>Total Landscaping</b>                  | <b>0.00</b>    | <b>0.00</b>   | <b>0.00</b>     | <b>114.00</b>           | <b>700.00</b>    | <b>(586.00)</b>   | <b>1,200.00</b>  | <b>1,086.00</b>  |
| <b>Irrigation</b>                         |                |               |                 |                         |                  |                   |                  |                  |
| 6200 - Irrigation Repair & Maintenance    | 0.00           | 0.00          | 0.00            | 482.02                  | 1,200.00         | (717.98)          | 1,200.00         | 717.98           |
| <b>Total Irrigation</b>                   | <b>0.00</b>    | <b>0.00</b>   | <b>0.00</b>     | <b>482.02</b>           | <b>1,200.00</b>  | <b>(717.98)</b>   | <b>1,200.00</b>  | <b>717.98</b>    |
| <b>Contracted Services</b>                |                |               |                 |                         |                  |                   |                  |                  |
| 6100 - Grounds & Landscaping - Contract   | 0.00           | 0.00          | 0.00            | 5,976.00                | 5,976.00         | 0.00              | 5,976.00         | 0.00             |
| 6434 - Pest Control                       | 0.00           | 0.00          | 0.00            | 0.00                    | 200.00           | (200.00)          | 200.00           | 200.00           |
| 6438 - Pool Management                    | 0.00           | 0.00          | 0.00            | 39,522.00               | 39,500.00        | 22.00             | 39,500.00        | (22.00)          |
| 6442 - Snow Removal Services              | 0.00           | 160.00        | (160.00)        | 0.00                    | 320.00           | (320.00)          | 800.00           | 800.00           |
| <b>Total Contracted Services</b>          | <b>0.00</b>    | <b>160.00</b> | <b>(160.00)</b> | <b>45,498.00</b>        | <b>45,996.00</b> | <b>(498.00)</b>   | <b>46,476.00</b> | <b>978.00</b>    |
| <b>Repair &amp; Maintenance</b>           |                |               |                 |                         |                  |                   |                  |                  |
| 6525 - Clubhouse Repair & Maintenance     | 0.00           | 0.00          | 0.00            | 2,565.49                | 1,000.00         | 1,565.49          | 1,000.00         | (1,565.49)       |
| 6530 - Common Areas Repair & Maintenance  | 55.16          | 0.00          | 55.16           | 750.10                  | 500.00           | 250.10            | 500.00           | (250.10)         |
| 6560 - Fence Repair & Maintenance         | 0.00           | 0.00          | 0.00            | 1,000.00                | 500.00           | 500.00            | 500.00           | (500.00)         |
| 6700 - Pool Supplies/Repair & Maintenance | 516.87         | 0.00          | 516.87          | 5,558.56                | 7,000.00         | (1,441.44)        | 7,000.00         | 1,441.44         |
| 6765 - Tennis Court Repair & Maintenance  | 0.00           | 0.00          | 0.00            | 0.00                    | 1,400.00         | (1,400.00)        | 1,400.00         | 1,400.00         |
| <b>Total Repair &amp; Maintenance</b>     | <b>572.03</b>  | <b>0.00</b>   | <b>572.03</b>   | <b>9,874.15</b>         | <b>10,400.00</b> | <b>(525.85)</b>   | <b>10,400.00</b> | <b>525.85</b>    |
| <b>Professional Services</b>              |                |               |                 |                         |                  |                   |                  |                  |
| 7000 - Audit & Tax Services               | 0.00           | 0.00          | 0.00            | 295.00                  | 400.00           | (105.00)          | 400.00           | 105.00           |
| 7020 - Legal Services                     | 0.00           | 167.00        | (167.00)        | 0.00                    | 1,500.00         | (1,500.00)        | 2,000.00         | 2,000.00         |
| 7025 - Legal Services - Collections       | 0.00           | 0.00          | 0.00            | (202.78)                | 0.00             | (202.78)          | 0.00             | 202.78           |

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|  | Current Period  |                 |                 | Year to Date (9 months) |                    |                    | Annual Budget     | Budget Remaining  |
|--|-----------------|-----------------|-----------------|-------------------------|--------------------|--------------------|-------------------|-------------------|
|  | Actual          | Budget          | Variance        | Actual                  | Budget             | Variance           |                   |                   |
| <b>Expense</b>                         |                 |                 |                 |                         |                    |                    |                   |                   |
| <b>Professional Services</b>           |                 |                 |                 |                         |                    |                    |                   |                   |
| 7040 - Management Fees                 | 986.92          | 999.00          | (12.08)         | 8,882.28                | 8,990.00           | (107.72)           | 11,987.00         | 3,104.72          |
| 7095 - Meeting Minutes                 | 36.75           | 0.00            | 36.75           | 410.50                  | 210.00             | 200.50             | 245.00            | (165.50)          |
| <b>Total Professional Services</b>     | <b>1,023.67</b> | <b>1,166.00</b> | <b>(142.33)</b> | <b>9,385.00</b>         | <b>11,100.00</b>   | <b>(1,715.00)</b>  | <b>14,632.00</b>  | <b>5,247.00</b>   |
| <b>Other Expenses</b>                  |                 |                 |                 |                         |                    |                    |                   |                   |
| 9105 - Reserve Contribution Expense    | 0.00            | 0.00            | 0.00            | 15,799.00               | 17,049.00          | (1,250.00)         | 34,097.00         | 18,298.00         |
| <b>Total Other Expenses</b>            | <b>0.00</b>     | <b>0.00</b>     | <b>0.00</b>     | <b>15,799.00</b>        | <b>17,049.00</b>   | <b>(1,250.00)</b>  | <b>34,097.00</b>  | <b>18,298.00</b>  |
| <b>Total Operating Expense</b>         | <b>2,953.37</b> | <b>2,580.00</b> | <b>373.37</b>   | <b>105,737.97</b>       | <b>116,033.00</b>  | <b>(10,295.03)</b> | <b>141,375.00</b> | <b>35,637.03</b>  |
| <b>Total Operating Income / (Loss)</b> | <b>8,827.88</b> | <b>9,201.00</b> | <b>(373.12)</b> | <b>3,011.97</b>         | <b>(10,002.00)</b> | <b>13,013.97</b>   | <b>0.00</b>       | <b>(3,011.97)</b> |

**Income Statement Report**  
**Nelson Farm Homeowner's Assn. Inc.**  
**Reserves**

December 01, 2017 thru December 31, 2017

|  | Current Period    |                 |                   | Year to Date (9 months) |                    |                    | Annual Budget    | Budget Remaining   |
|--|-------------------|-----------------|-------------------|-------------------------|--------------------|--------------------|------------------|--------------------|
|  | Actual            | Budget          | Variance          | Actual                  | Budget             | Variance           |                  |                    |
| <b><u>Income</u></b>                         |                   |                 |                   |                         |                    |                    |                  |                    |
| <b>Investment Income</b>                     |                   |                 |                   |                         |                    |                    |                  |                    |
| 4905 - Reserve Contribution Income           | 0.00              | 0.00            | 0.00              | 15,799.00               | 15,799.00          | 0.00               | 31,597.00        | 15,798.00          |
| 4910 - Interest Earned - Reserve Accounts    | 33.91             | 0.00            | 33.91             | 297.59                  | 0.00               | 297.59             | 0.00             | (297.59)           |
| <b>Total Investment Income</b>               | <b>33.91</b>      | <b>0.00</b>     | <b>33.91</b>      | <b>16,096.59</b>        | <b>15,799.00</b>   | <b>297.59</b>      | <b>31,597.00</b> | <b>15,500.41</b>   |
| <b>Total Reserves Income</b>                 | <b>33.91</b>      | <b>0.00</b>     | <b>33.91</b>      | <b>16,096.59</b>        | <b>15,799.00</b>   | <b>297.59</b>      | <b>31,597.00</b> | <b>15,500.41</b>   |
| <b><u>Expense</u></b>                        |                   |                 |                   |                         |                    |                    |                  |                    |
| <b>Reserve Expenses</b>                      |                   |                 |                   |                         |                    |                    |                  |                    |
| 9812 - Awnings Expenses                      | 0.00              | 0.00            | 0.00              | 2,981.16                | 2,060.00           | 921.16             | 2,060.00         | (921.16)           |
| 9828 - Concrete Expenses                     | 0.00              | 0.00            | 0.00              | 0.00                    | 15,000.00          | (15,000.00)        | 15,000.00        | 15,000.00          |
| 9852 - Fences, Gates & Walls Expenses        | 5,795.00          | 0.00            | 5,795.00          | 11,590.00               | 0.00               | 11,590.00          | 0.00             | (11,590.00)        |
| 9886 - Landscape Expenses                    | 3,100.00          | 0.00            | 3,100.00          | 3,100.00                | 0.00               | 3,100.00           | 0.00             | (3,100.00)         |
| 9924 - Pools & Spas Expenses                 | 0.00              | 0.00            | 0.00              | 25,100.00               | 1,803.00           | 23,297.00          | 1,803.00         | (23,297.00)        |
| <b>Total Reserve Expenses</b>                | <b>8,895.00</b>   | <b>0.00</b>     | <b>8,895.00</b>   | <b>42,771.16</b>        | <b>18,863.00</b>   | <b>23,908.16</b>   | <b>18,863.00</b> | <b>(23,908.16)</b> |
| <b>Total Reserves Expense</b>                | <b>8,895.00</b>   | <b>0.00</b>     | <b>8,895.00</b>   | <b>42,771.16</b>        | <b>18,863.00</b>   | <b>23,908.16</b>   | <b>18,863.00</b> | <b>(23,908.16)</b> |
| <b>Total Reserves Income / (Loss)</b>        | <b>(8,861.09)</b> | <b>0.00</b>     | <b>(8,861.09)</b> | <b>(26,674.57)</b>      | <b>(3,064.00)</b>  | <b>(23,610.57)</b> | <b>12,734.00</b> | <b>39,408.57</b>   |
| <b>Total Association Net Income / (Loss)</b> | <b>(33.21)</b>    | <b>9,201.00</b> | <b>(9,234.21)</b> | <b>(23,662.60)</b>      | <b>(13,066.00)</b> | <b>(10,596.60)</b> | <b>12,734.00</b> | <b>36,396.60</b>   |