



## Club Estates Board Meeting August 14, 2023

The meeting was called to order at 3:30 PM by President Gail Newberry. Also present were board members Vickey Khalifa, Rose Doherty, and Vicki Sharp-Zook. Nancy Robrecht was excused. Linda Osborn was asked to record and distribute the minutes for Nancy. There was one guest.

The minutes of the previous meeting were summarized and accepted.

### Treasurer's Report by Vicki Sharp-Zook:

July financial reports have been posted in the clubhouse and delivered to board members. They will be posted on the website: [www.clubestatee.org](http://www.clubestatee.org).

- Bank account balances:
  - Reserve account: \$132,287
  - Operating accounts: \$35,918
  - Total in bank accounts: \$174,205
  
- Clubhouse/Copier:
  - Donations: \$75.00
  - Expenses: \$838.98
  - Donations Balance: \$1,757.00
  
- We are over budget by \$100 in the below expenses as follows:
  - Maintenance – due to irrigation repairs
  - Pool – pool heating
  - Landscaping – due to a change in vendors
  - Water/sewer – unsure, need to investigate
  - Legal – Keidel unit expenditures
  - Club House HVAC- large increase to the annual maintenance costs.
  
- Our total expenses are over budget by \$1,146.
- Our gross income is \$199 over budget. This is due to the new reserve bank accounts that yield higher interest rates at US Bank.

The Key Bank reserve checking and money market accounts have been closed.

Special Note – US Bank incorrectly put the wrong name on our bank accounts. Vicki submitted the necessary paperwork to correct it to Club Estates East and is awaiting confirmation of the correction.

## Maintenance Report by Rose Doherty

- The clubhouse was used 25 times by 319 people from June 28th to July 31<sup>st</sup>.
- The pool was used 137 times by 348 people from June 28<sup>th</sup> to July 31<sup>st</sup>.
- An offer has been accepted for the Keidel unit (12355). Gail is working with the attorney to finalize the sale.
- A one-bedroom condo at 12445 is still for sale. There are no other condos going on the market at this time.
- There are 3 owners waiting for either a shed or garage and 2 people are on the waiting list for a condo.

### OLD BUSINESS (Maintenance)

**Catch Basin Replacement:** River City Environmental (RCE) replaced and repaired the clogged catch basin behind 12660. Rose reported there were several issues with the services provided by RCE:

- Large painted locator markings on our road and walk
- Taking more time to complete the work than was per original agreement
- Removing traffic cones

Rose indicated that the work, including repaving and removing cones was completed and that RCE painted over the white locator markings with pavement safe paint. All work was completed as of July 31<sup>st</sup>.

**Roof and Gutter Cleaning:** Crystal Clean Windows (CCW) was hired to clean and apply moss treatment to our tile roofs and clean all CEE gutters, including gutters on the carports. This work was completed on July 27<sup>th</sup>-28<sup>th</sup> at a cost less than \$5,000. Unfortunately, this service did not include power washing the tile roofs. Instead, the roofs and gutters were cleaned with leaf blowers and flushing water through the downspouts. CCW will be hired to clean the gutters in six months, but Rose is researching other options, including a combination of hiring both CCW and our former company, so that the work is completed to our satisfaction. CCW will be back on-site August 29<sup>th</sup> to serve a few homeowners that wanted additional services completed. If you'd like any of those additional services, feel free to reach out to them and schedule the appointment yourself.

**Wood Panels:** LaVern Rock Works replaced ten wood panels with cinder blocks on August 7-11. In mid-August, handyman Wayne will be painting the new cinder blocks to match the corresponding condo color.

**Trip Hazards-Concrete Flatwork and Sidewalks:** Raised edges on our sidewalks and shop floor have been ground down to minimize trip hazards. A parking berm was also removed to allow for better handicap access.

### Pool:

- Ongoing work to seal pool deck cracks continues.
- A second handrail was added to provide easier access into our pool. Terry Robrecht, along with a small committee, researched, purchased, and installed the handrail on August 1<sup>st</sup>. The cost, which was less than \$600, was taken from the clubhouse funds.

- Sometime in the future our community may need to ask for donations from family and friends of owners using the pool to help defray the increasing operation and maintenance costs associated with the pool. The collection of donations would be similar to donations collected from owners who reserve the clubhouse for personal events or attend potlucks.
- Yellow algae are actively being monitored and treated. There may be unexpected times when the pool may be closed due to chemicals being added. Please be aware of any posted signs limiting usage. In addition, pool users are requested to thoroughly wash bathing suits and rinse pool toys.
- The pool clock has been operating sporadically and Terry has been working to resolve the issues.
- A message text chain for the pool committee and any other interested parties is continually updated with pool closure notices, pool testing schedule, lost items, etc. If you want to be on this chain or removed from it, please let Rose know by August 20<sup>th</sup>. She will be updating the participant list next week.

**Tile Roof:** After a coordination meeting July 25<sup>th</sup>, on August 3<sup>rd</sup> and August 10<sup>th</sup> Bliss Roofing inspected all of our roofs to identify problem areas. Roof repairs and updates were discussed:

- Replace/repair roof rake trims and valleys
- New gutters and protective covering (anti-ponding) between gutters and roof
- Possibly upgrade the gutter system and replace fascia, depending on budget

All repairs/updates will be completed in a tiered method so that problem areas are addressed first, followed by moving through the complex, doing two-three buildings at a time. This will be done over the course of about 5-7 years. Thankfully, Chris of Bliss Roofing indicated that our roofs are in better shape than he expected. However, there are still a number of repairs that need to be done to ensure the tile roofs continue to function well. Bliss Roofing expects to provide an estimate for recommended repairs later this week.

**Yellow Slip Logging:** Deb Masterson, Linda Osborn, and Rose Doherty have been meeting to organize historical yellow slips and develop a logging system for current yellow slips. The Yellow Slip form is being designed for easier reference and tracking. The log will be comprised of an Excel spreadsheet, which will allow us to sort and look at various CEE projects and/or problems in a variety of scenarios. If you see Deb or Linda out and about, please thank them for all the work they're doing for CEE and helping our community run smoother.

### [NEW BUSINESS \(Maintenance\)](#)

**CEE Logo:** It was noted that CEE does not have an official logo that can be used on informational and business materials. A logo creates a memorable image that is versatile and can be used in different contexts and formats. Because of the historical significance of cherry trees for the CEE community, a logo incorporating our name and cherry tree branches was designed by Linda Osborn and presented to the board. The board subsequently adopted this logo. When printed in color you will see soft pink blossoms; in black and white, the logo becomes variations of black, grays, and white.



Linda also re-designed and created new masters for several other often-used forms, including a Request to the Board of Directors Form (Yellow Slip), Clubhouse Policy/Checklist Form, Clubhouse Reservation Form, Event Sign-up Sheet, and the Emergency Call List.

**Clubhouse:**

- Through PGE Energy Trust and other PGE departments, our clubhouse lighting is being upgraded and light bulbs will be replaced with energy-efficient LEDs. All fluorescent lights will be replaced (office, library, shop, kitchen, etc.). This will result in savings of up to 30% on the electrical bill. PGE Energy Trust offers this as a free service for businesses.
- The clubhouse thermostats will also be replaced with energy-efficient models that have motion detection to enable the temperature to reset to pre-programmed settings if no movement is detected for fifteen minutes. The initial cost for these thermostats is \$60 each (\$120), but every year CEE will receive a check for \$120 moving forward. The technicians installing the thermostats will also program them with the most energy efficient settings. Meanwhile, Rose updated the clubhouse temperature to an optimal energy efficient setting for the summer: cool at 85 degrees.
- Rose has been looking for replacements for the two broken pendants in the great room. Unfortunately, as of this date, none have been found. If the search remains fruitless, CEE may consider replacing our clubhouse light fixtures with new Mid-century hanging lights.
- Rose will be rearranging the clubhouse furniture on a probationary basis. The expected result is to make the furniture arrangement more comfortable for the weekly groups that meet in our clubhouse (prayer, chat, choir, bluegrass, Tai Chi, etc.), accommodate these groups so they are not having to move as much furniture every time they gather, open floor area for groups that need space for moving, and create space for setting up a table with a jigsaw puzzle for drop-ins. Indicate your vote on whether the proposed furniture arrangement is to your liking on the posted poll.

**Main Street Lighting:** As with the Clubhouse, CEE is upgrading our streetlights. Currently CEE has 10 streetlights, which we rent for \$7.64/each per month plus electrical usage. The proposed streetlight retains the existing pole structure and the only change will be removing and replacing the lamp head with a visually similar lamp head. The new lamp head will be without glass panels and fitted with LED lights instead of incandescent. Overall, these streetlights will be cheaper (both leasing and energy costs) and more night-sky friendly and will cast a brighter light for folks walking when it's dark. There is no cost to CEE for the streetlight upgrades and hopefully we will save about 30% on electricity usage.

**Parking Area Paving:** Rose is getting estimates for repaving three parking areas. This work will be done in early 2024. So far, the cost estimates range from \$60,000 to \$100,000. In addition, she is obtaining estimates on seal coating certain driveways to lengthen the lifespan of the asphalt that is in place. This is a massive and expensive project, but one that is needed to keep our infrastructure functional and will hopefully keep costs down in the future.

**Rat Traps:** Rose is coordinating with PJ Blake and Linda Osborn to locate, map, and devise a form that will track re-baiting efforts and focus on where more rodent control efforts are needed. PJ has volunteered to refill the traps with bait.

**Other Maintenance Notes:** Rose indicates that the tasks for the Maintenance Board position is vastly overwhelming. It has been suggested that we form a committee to help tackle these tasks, much like our pool committee does. If you'd like to volunteer to help, please reach out, by texting or emailing, (see contact info below). Volunteering would include calling and getting estimates for jobs needing done, meeting with contractors, checking maintenance requests, and brainstorming ideas on what we can do to improve our CEE community. Your help in volunteering would be greatly appreciated.

### Security Report by Linda Osborn:

<u>Date</u>	<u>Name</u>	<u>House No.</u>	<u>Description</u>
7/8	Louise Kausche	12310	Intruder on front porch. Rearranged personal items and picked and left a hydrangea flower. Rang doorbell at 6:50 am. Moved over to Julie's (next door at 12300) porch to complete a phone call in a foreign language. Disappeared after that.
7/24	Teri Pastore	12680	12:07 AM. Security camera shows possible intruder in drive behind condos. Appears to be a person with a bicycle, traveling south to north. A random can of WD-40 was found in the vicinity. Unclear whether these two incidents are connected.

### Grounds Report by Vickey Khalifa:

- 7/25 - Overgrown dogwood tree at 12350/12340 was pruned.
- Steve from Sunrise Sprinklers adjusted sprinkler head that was aimed at a window at 12520.
- The landscape maintenance crew removed a dead tree at 12570.
- 8/14 - Leaky sprinkler heads were replaced.

### Other Grounds Notes:

- CEE contracted with Antonio Urzua to provide bi-monthly mowing; lawn fertilization, weed and moss control; bed weed control and raking; trimming shrubs under 6 feet tall; cleanup; and hauling. The current maintenance schedule: mow one week and trim hedges/shrubs the following week.
- Please note our grounds are not golf-course quality. The irrigation system does not and will not reach all grass areas. The good news is that this is the Pacific Northwest and we are almost always guaranteed green grass in the fall, winter, and spring. Similarly, our lawns will not be totally free from weeds.

- If you need assistance with planting beds at your condo, it is your responsibility to hire a private provider. Alternatively, you can contact Alex from our landscape maintenance team to set up a separate appointment. (503) 891-5776
- The yard debris bins and bags are only for YARD DEBRIS. Please do not deposit rocks, dirt, etc. The landscape maintenance team is only responsible for removing and hauling yard debris containers that they can easily lift.

## Other Old Business

- The board continues to hammer out the details of the changes we want to make to our bylaws. As soon as the lawyer finalizes the changes, we will schedule informational meetings at the clubhouse for owners to discuss and ask questions about the changes. After these meetings, we will schedule a special HOA meeting to vote on the new bylaws.

## Other New Business

- The board continues to explore options for understanding exactly what comprises CEE property along the north and south property lines. It appears that the fence line doesn't necessarily align with the property line. Linda Osborn floated one idea of completing some property boundary mapping and orthomosaic creation using drone technology. Linda solicited one quote for accomplishing a drone survey and associated mapping that would result in legally defensible documentation. Additional bids will be solicited if the board wants to further explore this option.
- Gail is beginning to explore the cost and return on investment if CEE installs photovoltaic cells/solar panels for converting the energy of light into electricity. Not only does the possibility exist that we could electrify some of our buildings, but we may even be able to sell excess energy back to the power grid.
- A question was raised as to whether there would be any interest in obtaining bids for supplementing attic insulation. While it would be the individual condo owner's responsibility, the question of whether there could be a group discount if several units wanted to improve the insulation in their attic. More discussion to follow.

## Announcements

- Potluck is Friday, August 18<sup>th</sup>. Sign up by Thursday morning if you plan on attending. The theme is "Hot Summer Fun!" Mary Blake is planning an all salad gathering, with ice cream and toppings for dessert!
- REMINDER: Please remember to TAKE HOME whatever you bring to the potluck. This includes the item you brought to share and your carrying bags, dishes, etc. If you don't want to take it home, offer it up as leftovers for other folks. If other attendees don't take it all, then you MUST take the rest home. The clean-up volunteers are not equipped to take care of the leftovers.
- It is imperative that owners, guests, and children using the pool to double check restrooms, showers, and locks when leaving. Pool showers not turned off completely deplete the hot water and result in higher water bills and flooding.
- Mary Parker wants to know if anyone has an interest in starting a CEE Book Club – a once per month informal discussion. Please contact her at (918) 749-6416.

- ALL YELLOW SLIPS should be deposited in the box by the office in the clubhouse. This means you should not take them to a board member's home. Nor should you contact a board member when a concern can be handled via the yellow slip system. Remember, board members have a private life, too.
- Please remember if you need to cool down or need a change of scenery, the clubhouse can be used as a cooling center.
- REMINDER: Outgoing mail should not be left in your mailbox overnight. Nighttime thieves still try to access the mailboxes.
- Thank you, Guy and Jan Hancock. They donated the new flag that is now being flown at our clubhouse.

The meeting was adjourned at 4:40 PM.

Respectfully submitted, Linda Osborn for Nancy Robrecht

## People to Call:

### Board Members

General email address for CEE board members: [cee.board1@gmail.com](mailto:cee.board1@gmail.com)

President	Gail Newberry	(503) 777-1606
Vice President/Treasurer	Vicki Sharp-Zook	(503) 577-2856
Secretary	Nancy Robrecht	(503) 425-9158
Clubhouse/Maintenance	Rose Doherty	(971) 322-4486 <a href="mailto:cee.maint@gmail.com">cee.maint@gmail.com</a>
Grounds/Landscaping/Irrigation	Vickey Khalifa	(503) 998-3681
Pool Cleaning	Terry Robrecht	(503) 425-9158
	Gordy Whipps	(971) 409-5739
Pool Testing	Paula Gibeson	(248) 472-5770
Paint	Rose Doherty	(971) 322-4486
Potlucks/Supplies	Rosa Maldonado	(503) 254-6608 (L)
Security Cameras	Rose Doherty	(971) 322-4486
Security Incidents Log	Linda Osborn	(206) 356-7000
Food Pantry/Medical Equipment	Vickey Khalifa	(503) 998-3681

# Club Estates East Condominium, an Association of Owners

## Balance Sheet As of July 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1100 Operating Checking	3,747.07
1102 Cash on hand	70.94
1120 Annual Operating MM	7,069.93
1130 Prepayments HOA	22,447.59
1200 RESERVE ACCOUNTS	
1203 Reserve Money Market USB	78,056.12
<b>Total 1200 RESERVE ACCOUNTS</b>	<b>78,056.12</b>
<b>Total Bank Accounts</b>	<b>\$111,391.65</b>
Accounts Receivable	
1300 Accounts Receivable	24,335.10
<b>Total Accounts Receivable</b>	<b>\$24,335.10</b>
Other Current Assets	
1310 US Bank CD 2014	60,231.71
<b>Total Other Current Assets</b>	<b>\$60,231.71</b>
<b>Total Current Assets</b>	<b>\$195,958.46</b>
Fixed Assets	
1610 Computer Equipment	1,236.40
1620 Dishwasher	4,072.71
1630 Equipment	104,491.00
1640 IMPROVEMENTS	
1642 Accum. Depreciation	-119,510.00
1644 Improvements - other	54,201.45
<b>Total 1640 IMPROVEMENTS</b>	<b>-65,308.55</b>
<b>Total Fixed Assets</b>	<b>\$44,491.56</b>
<b>TOTAL ASSETS</b>	<b>\$240,450.02</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2001 Accounts Payable	-24.98
<b>Total Accounts Payable</b>	<b>\$-24.98</b>
Credit Cards	
2305 Home Depot	146.12
<b>Total Credit Cards</b>	<b>\$146.12</b>



# Club Estates East Condominium, an Association of Owners

## Balance Sheet As of July 31, 2023

	TOTAL
<b>Total Current Liabilities</b>	<b>\$121.14</b>
Long-Term Liabilities	
2052 HOA Prepayments	22,439.00
2501 Deferred Income	149,567.17
<b>Total Long-Term Liabilities</b>	<b>\$172,006.17</b>
<b>Total Liabilities</b>	<b>\$172,127.31</b>
Equity	
3007 DONATIONS TOTAL	-1,757.26
3008 Clubhouse Balance	1,506.91
3009 Copy Machine Balance	205.35
3010 Swimming Pool Balance	45.00
<b>Total 3007 DONATIONS TOTAL</b>	<b>0.00</b>
3020 ANNUAL OPERATING	
3021 Annual Oper. Bal. Available	-7,069.93
3023 Reserve/Maint. Plan Update	700.00
3024 Accounting /Tax Preparation	-131.61
3025 Legal Services	-119.79
3026 Annual Insurance Payment	7.68
3027 Gutter / Roof Cleaning	4,380.71
3028 Sprinkler Startup	1,108.47
3029 Catch Basin Cleaning	247.21
3031 Sewer Line Cleanout	566.84
3032 Swimming Pool License	229.50
3035 Fire Extinguisher	15.94
3036 Club House HVAC	34.67
3037 OR Corporate Tax	30.31
<b>Total 3020 ANNUAL OPERATING</b>	<b>0.00</b>
3040 OPERATING ITEMS	
3041 For Transfer To Reserve	750.00
<b>Total 3040 OPERATING ITEMS</b>	<b>750.00</b>
3100 RESERVE ITEMS	
3101 For Transfer from Operating	-750.00
<b>Total 3100 RESERVE ITEMS</b>	<b>-750.00</b>
3901 *Retained Earnings	85,325.42
Net Income	-17,002.71
<b>Total Equity</b>	<b>\$68,322.71</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$240,450.02</b>

Note  
Informational Purposes

## Club Estates East Condominium, an Association of Owners Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023

	Jul 2023				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
4000 INCOME			0.00		0.00	0.00	0.00	
4001 OPERATING INCOME			0.00		0.00	0.00	0.00	
4002 Operating Assessment	17,693.00	17,693.00	0.00	100.00%	17,693.00	17,693.00	0.00	100.00%
4005 Bank Interest Revenue	87.62		87.62		87.62	0.00	87.62	
4006 Shed Rental	200.00	200.00	0.00	100.00%	200.00	200.00	0.00	100.00%
4007 Garage Rental	540.00	540.00	0.00	100.00%	540.00	540.00	0.00	100.00%
4010 MISCELLANEOUS INCOME			0.00		0.00	0.00	0.00	
4016 Late Fee	15.00		15.00		15.00	0.00	15.00	
<b>Total 4010 MISCELLANEOUS INCOME</b>	<b>\$ 15.00</b>	<b>\$ 0.00</b>	<b>\$ 15.00</b>		<b>\$ 15.00</b>	<b>\$ 0.00</b>	<b>\$ 15.00</b>	
<b>Total 4001 OPERATING INCOME</b>	<b>\$ 18,535.62</b>	<b>\$ 18,433.00</b>	<b>\$ 102.62</b>	<b>100.56%</b>	<b>\$ 18,535.62</b>	<b>\$ 18,433.00</b>	<b>\$ 102.62</b>	<b>100.56%</b>
4070 DONATION			0.00		0.00	0.00	0.00	
4071 Clubhouse	64.00	230.16	-166.16	27.81%	64.00	230.16	-166.16	27.81%
4072 Copy Donations	0.80	5.00	-4.20	16.00%	0.80	5.00	-4.20	16.00%
4074 Swimming Pool	10.00	0.00	10.00		10.00	0.00	10.00	
<b>Total 4070 DONATION</b>	<b>\$ 74.80</b>	<b>\$ 235.16</b>	<b>-\$ 160.36</b>	<b>31.81%</b>	<b>\$ 74.80</b>	<b>\$ 235.16</b>	<b>-\$ 160.36</b>	<b>31.81%</b>
4080 REIMBURSEMENT INCOME			0.00		0.00	0.00	0.00	
4085 Returned Check Charges	30.00		30.00		30.00	0.00	30.00	
<b>Total 4080 REIMBURSEMENT INCOME</b>	<b>\$ 30.00</b>	<b>\$ 0.00</b>	<b>\$ 30.00</b>		<b>\$ 30.00</b>	<b>\$ 0.00</b>	<b>\$ 30.00</b>	
4090 RESERVE INCOME			0.00		0.00	0.00	0.00	
4091 Reserve Assessment	6,080.00	6,080.00	0.00	100.00%	6,080.00	6,080.00	0.00	100.00%
4093 Reserve Interest Revenue	231.88	83.33	148.55	278.27%	231.88	83.33	148.55	278.27%
<b>Total 4090 RESERVE INCOME</b>	<b>\$ 6,311.88</b>	<b>\$ 6,163.33</b>	<b>\$ 148.55</b>	<b>102.41%</b>	<b>\$ 6,311.88</b>	<b>\$ 6,163.33</b>	<b>\$ 148.55</b>	<b>102.41%</b>
<b>Total 4000 INCOME</b>	<b>\$ 24,952.30</b>	<b>\$ 24,831.49</b>	<b>\$ 120.81</b>	<b>100.49%</b>	<b>\$ 24,952.30</b>	<b>\$ 24,831.49</b>	<b>\$ 120.81</b>	<b>100.49%</b>
Billable Expense Income	77.95		77.95		77.95	0.00	77.95	
<b>Total Income</b>	<b>\$ 25,030.25</b>	<b>\$ 24,831.49</b>	<b>\$ 198.76</b>	<b>100.80%</b>	<b>\$ 25,030.25</b>	<b>\$ 24,831.49</b>	<b>\$ 198.76</b>	<b>100.80%</b>
Gross Profit	<b>\$ 25,030.25</b>	<b>\$ 24,831.49</b>	<b>\$ 198.76</b>	<b>100.80%</b>	<b>\$ 25,030.25</b>	<b>\$ 24,831.49</b>	<b>\$ 198.76</b>	<b>100.80%</b>
Expenses								

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
<b>5000 MISCELLANEOUS EXPENSES</b>			0.00		0.00	0.00	0.00	
<b>5025 Returned CheckFees</b>	30.00		30.00		30.00	0.00	30.00	
<b>5027 Unit 10 Upgrade Expenses</b>	56.29		56.29		56.29	0.00	56.29	
<b>Total 5000 MISCELLANEOUS EXPENSES</b>	<b>\$ 86.29</b>	<b>\$ 0.00</b>	<b>\$ 86.29</b>		<b>\$ 86.29</b>	<b>\$ 0.00</b>	<b>\$ 86.29</b>	
<b>5070 DONATION SPENDING</b>			0.00		0.00	0.00	0.00	
<b>5074 Clubhouse Cleaning</b>	100.00	147.33	-47.33	67.87%	100.00	147.33	-47.33	67.87%
<b>5077 Decoration Storage</b>	30.00		30.00		30.00	0.00	30.00	
<b>5083 Medical Shed Stg</b>	40.00		40.00		40.00	0.00	40.00	
<b>5085 Pool Expenses</b>	667.98		667.98		667.98	0.00	667.98	
<b>Total 5070 DONATION SPENDING</b>	<b>\$ 837.98</b>	<b>\$ 147.33</b>	<b>\$ 690.65</b>	<b>568.78%</b>	<b>\$ 837.98</b>	<b>\$ 147.33</b>	<b>\$ 690.65</b>	<b>568.78%</b>
<b>5100 OPERATING EXPENSE</b>			0.00		0.00	0.00	0.00	
<b>5101 MAINTENANCE</b>		1,414.84	-1,414.84	0.00%	0.00	1,414.84	-1,414.84	0.00%
<b>5110 Irrigation Repairs</b>	490.00		490.00		490.00	0.00	490.00	
<b>5201 General Maintenance/Repair</b>	58.37		58.37		58.37	0.00	58.37	
<b>5203 Gutters/Downspouts</b>	10.00		10.00		10.00	0.00	10.00	
<b>5205 Exterior Walls</b>	30.00		30.00		30.00	0.00	30.00	
<b>5206 Foundation</b>	5.00		5.00		5.00	0.00	5.00	
<b>5207 Patio Gate</b>	125.00		125.00		125.00	0.00	125.00	
<b>5216 Patio Shed</b>	799.98		799.98		799.98	0.00	799.98	
<b>5251 Pest Control</b>	35.00		35.00		35.00	0.00	35.00	
<b>Total 5101 MAINTENANCE</b>	<b>\$ 1,553.35</b>	<b>\$ 1,414.84</b>	<b>\$ 138.51</b>	<b>109.79%</b>	<b>\$ 1,553.35</b>	<b>\$ 1,414.84</b>	<b>\$ 138.51</b>	<b>109.79%</b>
<b>5300 CLUBHOUSE</b>		391.25	-391.25	0.00%	0.00	391.25	-391.25	0.00%
<b>5312 Clubhouse Gas</b>	23.44		23.44		23.44	0.00	23.44	
<b>5315 Heating / HVAC Systems</b>	287.50		287.50		287.50	0.00	287.50	
<b>Total 5300 CLUBHOUSE</b>	<b>\$ 310.94</b>	<b>\$ 391.25</b>	<b>-\$ 80.31</b>	<b>79.47%</b>	<b>\$ 310.94</b>	<b>\$ 391.25</b>	<b>-\$ 80.31</b>	<b>79.47%</b>
<b>5325 SWIMMING POOL</b>		871.33	-871.33	0.00%	0.00	871.33	-871.33	0.00%
<b>5327 Pool Supplies</b>	30.88		30.88		30.88	0.00	30.88	
<b>5328 Pool Repairs</b>	69.14		69.14		69.14	0.00	69.14	
<b>5342 Pool Gas</b>	833.41		833.41		833.41	0.00	833.41	
<b>5345 Pool Chemicals</b>	403.92		403.92		403.92	0.00	403.92	
<b>Total 5325 SWIMMING POOL</b>	<b>\$ 1,337.35</b>	<b>\$ 871.33</b>	<b>\$ 466.02</b>	<b>153.48%</b>	<b>\$ 1,337.35</b>	<b>\$ 871.33</b>	<b>\$ 466.02</b>	<b>153.48%</b>
<b>5401 Landscape Contract</b>	2,121.00	2,481.17	-360.17	85.48%	2,121.00	2,481.17	-360.17	85.48%
<b>5403 Garbage / Recycling</b>	2,241.79	2,192.50	49.29	102.25%	2,241.79	2,192.50	49.29	102.25%

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
5404 Water	3,252.99	1,768.10	1,484.89	183.98%	3,252.99	1,768.10	1,484.89	183.98%
5405 Sewer and Storm Water	4,910.01	4,372.42	537.59	112.30%	4,910.01	4,372.42	537.59	112.30%
5406 Area Lighting	158.51	137.00	21.51	115.70%	158.51	137.00	21.51	115.70%
5407 Electricity	249.12	296.09	-46.97	84.14%	249.12	296.09	-46.97	84.14%
5408 Property Insurance	2,459.33	2,459.33	0.00	100.00%	2,459.33	2,459.33	0.00	100.00%
5510 OFFICE		276.25	-276.25	0.00%	0.00	276.25	-276.25	0.00%
5511 Computer Expenses	85.00		85.00		85.00	0.00	85.00	
5512 Telephone and Internet	157.55		157.55		157.55	0.00	157.55	
5514 Office Supplies	35.74		35.74		35.74	0.00	35.74	
<b>Total 5510 OFFICE</b>	<b>\$ 278.29</b>	<b>\$ 276.25</b>	<b>\$ 2.04</b>	<b>100.74%</b>	<b>\$ 278.29</b>	<b>\$ 276.25</b>	<b>\$ 2.04</b>	<b>100.74%</b>
5610 ANNUAL OPERATING EXP			0.00		0.00	0.00	0.00	
5622 PROFESSIONAL SERVICES			0.00		0.00	0.00	0.00	
5624 Accounting /Tax Preparation	1,400.00	1,383.69	16.31	101.18%	1,400.00	1,383.69	16.31	101.18%
5625 Legal Services	767.40	165.75	601.65	462.99%	767.40	165.75	601.65	462.99%
<b>Total 5622 PROFESSIONAL SERVICES</b>	<b>\$ 2,167.40</b>	<b>\$ 1,549.44</b>	<b>\$ 617.96</b>	<b>139.88%</b>	<b>\$ 2,167.40</b>	<b>\$ 1,549.44</b>	<b>\$ 617.96</b>	<b>139.88%</b>
5627 Gutter / Roof Cleaning		1,872.00	-1,872.00	0.00%	0.00	1,872.00	-1,872.00	0.00%
5630 Club House HVAC	620.00	416.00	204.00	149.04%	620.00	416.00	204.00	149.04%
5633 OR Corporate Tax	150.00	166.48	-16.48	90.10%	150.00	166.48	-16.48	90.10%
<b>Total 5610 ANNUAL OPERATING EXP</b>	<b>\$ 2,937.40</b>	<b>\$ 4,003.92</b>	<b>-\$ 1,066.52</b>	<b>73.36%</b>	<b>\$ 2,937.40</b>	<b>\$ 4,003.92</b>	<b>-\$ 1,066.52</b>	<b>73.36%</b>
<b>Total 5100 OPERATING EXPENSE</b>	<b>\$ 21,810.08</b>	<b>\$ 20,664.20</b>	<b>\$ 1,145.88</b>	<b>105.55%</b>	<b>\$ 21,810.08</b>	<b>\$ 20,664.20</b>	<b>\$ 1,145.88</b>	<b>105.55%</b>
7100 RESERVE EXPENSE ITEMS			0.00		0.00	0.00	0.00	
7114 Patio Sheds - Repairs	174.46	0.00	174.46		174.46	0.00	174.46	
7160 Street/Parking Repairs		4,000.00	-4,000.00	0.00%	0.00	4,000.00	-4,000.00	0.00%
<b>Total 7100 RESERVE EXPENSE ITEMS</b>	<b>\$ 174.46</b>	<b>\$ 4,000.00</b>	<b>-\$ 3,825.54</b>	<b>4.36%</b>	<b>\$ 174.46</b>	<b>\$ 4,000.00</b>	<b>-\$ 3,825.54</b>	<b>4.36%</b>
<b>Total Expenses</b>	<b>\$ 22,908.81</b>	<b>\$ 24,811.53</b>	<b>-\$ 1,902.72</b>	<b>92.33%</b>	<b>\$ 22,908.81</b>	<b>\$ 24,811.53</b>	<b>-\$ 1,902.72</b>	<b>92.33%</b>
<b>Net Operating Income</b>	<b>\$ 2,121.44</b>	<b>\$ 19.96</b>	<b>\$ 2,101.48</b>	<b>10628.46%</b>	<b>\$ 2,121.44</b>	<b>\$ 19.96</b>	<b>\$ 2,101.48</b>	<b>10628.46%</b>
<b>Net Income</b>	<b>\$ 2,121.44</b>	<b>\$ 19.96</b>	<b>\$ 2,101.48</b>	<b>10628.46%</b>	<b>\$ 2,121.44</b>	<b>\$ 19.96</b>	<b>\$ 2,101.48</b>	<b>10628.46%</b>

**Note**

Informational Purposes

# Club Estates East Condominium, an Association of Owners

## Profit and Loss by Class

July 2023

	DONATION	OPERATING	RESERVE	TOTAL
Income				
4000 INCOME				\$0.00
4001 OPERATING INCOME				\$0.00
4002 Operating Assessment		17,693.00		\$17,693.00
4005 Bank Interest Revenue		2.93	84.69	\$87.62
4006 Shed Rental		200.00		\$200.00
4007 Garage Rental		540.00		\$540.00
4010 MISCELLANEOUS INCOME				\$0.00
4016 Late Fee		15.00		\$15.00
<b>Total 4010 MISCELLANEOUS INCOME</b>		<b>15.00</b>		<b>\$15.00</b>
<b>Total 4001 OPERATING INCOME</b>		<b>18,450.93</b>	<b>84.69</b>	<b>\$18,535.62</b>
4070 DONATION				\$0.00
4071 Clubhouse	64.00			\$64.00
4072 Copy Donations	0.80			\$0.80
4074 Swimming Pool	10.00			\$10.00
<b>Total 4070 DONATION</b>	<b>74.80</b>			<b>\$74.80</b>
4080 REIMBURSEMENT INCOME				\$0.00
4083 Unit 10		77.95		\$77.95
4085 Returned Check Charges		30.00		\$30.00
<b>Total 4080 REIMBURSEMENT INCOME</b>		<b>107.95</b>		<b>\$107.95</b>
4090 RESERVE INCOME				\$0.00
4091 Reserve Assessment			6,080.00	\$6,080.00
4093 Reserve Interest Revenue			231.88	\$231.88
<b>Total 4090 RESERVE INCOME</b>			<b>6,311.88</b>	<b>\$6,311.88</b>
<b>Total 4000 INCOME</b>	<b>74.80</b>	<b>18,558.88</b>	<b>6,396.57</b>	<b>\$25,030.25</b>
<b>Total Income</b>	<b>\$74.80</b>	<b>\$18,558.88</b>	<b>\$6,396.57</b>	<b>\$25,030.25</b>
GROSS PROFIT	<b>\$74.80</b>	<b>\$18,558.88</b>	<b>\$6,396.57</b>	<b>\$25,030.25</b>
Expenses				
5000 MISCELLANEOUS EXPENSES				\$0.00
5025 Returned CheckFees		30.00		\$30.00
5027 Unit 10 Upgrade Expenses		56.29		\$56.29
<b>Total 5000 MISCELLANEOUS EXPENSES</b>		<b>86.29</b>		<b>\$86.29</b>

# Club Estates East Condominium, an Association of Owners

## Profit and Loss by Class

July 2023

	DONATION	OPERATING	RESERVE	TOTAL
5070 DONATION SPENDING				\$0.00
5074 Clubhouse Cleaning	100.00			\$100.00
5077 Decoration Storage	30.00			\$30.00
5083 Medical Shed Stg	40.00			\$40.00
5085 Pool Expenses	667.98			\$667.98
<b>Total 5070 DONATION SPENDING</b>	<b>837.98</b>			<b>\$837.98</b>
5100 OPERATING EXPENSE				\$0.00
5101 MAINTENANCE				\$0.00
5110 Irrigation Repairs		490.00		\$490.00
5201 General Maintenance/Repair		58.37		\$58.37
5203 Gutters/Downspouts		10.00		\$10.00
5205 Exterior Walls		30.00		\$30.00
5206 Foundation		5.00		\$5.00
5207 Patio Gate		125.00		\$125.00
5216 Patio Shed		799.98		\$799.98
5251 Pest Control		35.00		\$35.00
<b>Total 5101 MAINTENANCE</b>		<b>1,553.35</b>		<b>\$1,553.35</b>
5300 CLUBHOUSE				\$0.00
5312 Clubhouse Gas		23.44		\$23.44
5315 Heating / HVAC Systems		287.50		\$287.50
<b>Total 5300 CLUBHOUSE</b>		<b>310.94</b>		<b>\$310.94</b>
5325 SWIMMING POOL				\$0.00
5327 Pool Supplies		30.88		\$30.88
5328 Pool Repairs		69.14		\$69.14
5342 Pool Gas		833.41		\$833.41
5345 Pool Chemicals		403.92		\$403.92
<b>Total 5325 SWIMMING POOL</b>		<b>1,337.35</b>		<b>\$1,337.35</b>
5401 Landscape Contract		2,121.00		\$2,121.00
5403 Garbage / Recycling		2,241.79		\$2,241.79
5404 Water		3,252.99		\$3,252.99
5405 Sewer and Storm Water		4,910.01		\$4,910.01
5406 Area Lighting		158.51		\$158.51
5407 Electricity		249.12		\$249.12
5408 Property Insurance		2,459.33		\$2,459.33
5510 OFFICE				\$0.00
5511 Computer Expenses		85.00		\$85.00
5512 Telephone and Internet		157.55		\$157.55
5514 Office Supplies			35.74	\$35.74
<b>Total 5510 OFFICE</b>		<b>242.55</b>	<b>35.74</b>	<b>\$278.29</b>

# Club Estates East Condominium, an Association of Owners

## Profit and Loss by Class

July 2023

	DONATION	OPERATING	RESERVE	TOTAL
5610 ANNUAL OPERATING EXP				\$0.00
5622 PROFESSIONAL SERVICES				\$0.00
5624 Accounting /Tax Preparation		1,400.00		\$1,400.00
5625 Legal Services		767.40		\$767.40
<b>Total 5622 PROFESSIONAL SERVICES</b>		<b>2,167.40</b>		<b>\$2,167.40</b>
5630 Club House HVAC		620.00		\$620.00
5633 OR Corporate Tax		150.00		\$150.00
<b>Total 5610 ANNUAL OPERATING EXP</b>		<b>2,937.40</b>		<b>\$2,937.40</b>
<b>Total 5100 OPERATING EXPENSE</b>		<b>21,774.34</b>	<b>35.74</b>	<b>\$21,810.08</b>
7100 RESERVE EXPENSE ITEMS				\$0.00
7114 Patio Sheds - Repairs		174.46		\$174.46
<b>Total 7100 RESERVE EXPENSE ITEMS</b>		<b>174.46</b>		<b>\$174.46</b>
<b>Total Expenses</b>	<b>\$837.98</b>	<b>\$22,035.09</b>	<b>\$35.74</b>	<b>\$22,908.81</b>
NET OPERATING INCOME	<b>\$ -763.18</b>	<b>\$ -3,476.21</b>	<b>\$6,360.83</b>	<b>\$2,121.44</b>
NET INCOME	<b>\$ -763.18</b>	<b>\$ -3,476.21</b>	<b>\$6,360.83</b>	<b>\$2,121.44</b>

**Note**  
InformationalPurposes

# Club Estates East Condominium, an Association of Owners

## Payment Detail

July 2023

---

	TOTAL
Amazon	1,078.71
Antonio Urzua	2,121.00
Arrow Sanitary Service	2,241.79
Comcast	157.55
Deluxe Bus. Sys.	35.74
Home Depot	83.21
Intuit	85.00
Jackie Miller	75.00
Midway Heating Co.	907.50
NW Natural	856.85
Onpoint Community Credit Union	30.00
Oregon Department Of Revenue	150.00
Patsy Ruffner	100.00
Portland General Electric	442.26
Portland Water Bureau	8,163.00
Rose Doherty	799.98
State Farm	2,480.99
Sunrise Landscape	490.00
Tim Wagner	1,400.00
US Bank	0.00
Warren Allen LLP	767.40
Wayne Vickrey	372.83
<b>TOTAL</b>	<b>\$22,838.81</b>

---

**Note**  
Informational Purposes