

South Bay Community Association
Cash Balance Sheet
As of June 30, 2019

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Operational Accounts	
Capital Improvement Fund	24,260.14
Petty Cash Acct. - Debit Card	107.19
Sound Bank Business Checking	9,121.19
Sound Bank MM	81,014.17
Petty Cash	500.00
Total Operational Accounts	115,002.69
Reserve Accounts	
Special Assessment Reserve Fund	1,352.93
Sound Bank CD	101,833.41
Kitsap Bank 0618 MRMM	53,331.27
Total Reserve Accounts	156,517.61
Total Checking/Savings	271,520.30
Accounts Receivable	
Accounts Receivable	88,928.84
Total Accounts Receivable	88,928.84
Other Current Assets	
Prepaid Expense	6,602.00
Undeposited Funds	-50.00
Total Other Current Assets	6,552.00
Total Current Assets	367,001.14
Fixed Assets	
Equipment	
Tennis Court	20,000.00
Signs	7,000.00
Equipment - Other	320,197.00
Total Equipment	347,197.00
Accumulated Depreciation	-347,197.00
Total Fixed Assets	0.00

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	Jun 30, 19
Other Assets	
Accumulated Amortization	-8,160.00
Prepaid Interest	8,160.00
Total Other Assets	0.00
TOTAL ASSETS	367,001.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,898.98
Total Accounts Payable	2,898.98
Other Current Liabilities	
*Sales Tax Payable	100.54
Sound Bank Repair Project Loan	
Loan Principal	-500,000.00
Sound Bank Repair Project Loan - Other	500,000.00
Total Sound Bank Repair Project Loan	0.00
Accrued Payroll	3,933.03
Payroll Liabilities	1,538.04
Accrued Benefits	3,400.24
Total Other Current Liabilities	8,971.85
Total Current Liabilities	11,870.83
Total Liabilities	11,870.83
Equity	
Fund Balance - Operating	34,962.09
Fund Balance - Reserves	248,073.78
Unrestricted Net Assets	37.02
Net Income	72,057.42
Total Equity	355,130.31
TOTAL LIABILITIES & EQUITY	367,001.14

South Bay Community Association
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest Income - Operations				
Reg Interest Income	259.19	72.00	187.19	360.0%
Total Interest Income - Operations	259.19	72.00	187.19	360.0%
Other Income				
Donation	900.00	0.00	900.00	100.0%
Capital Contributions - PLA	24,515.90	24,515.91	-0.01	100.0%
Club Services	786.20	1,000.00	-213.80	78.6%
Other Income - Other	27,366.17			
Total Other Income	53,568.27	25,515.91	28,052.36	209.9%
Assessments Oper/Reserve				
Associate Member Fees	12,000.00	6,000.00	6,000.00	200.0%
Member Assessments - Regular	543,116.41	533,700.00	9,416.41	101.8%
Assessments Oper/Reserve - Other	4,262.00			
Total Assessments Oper/Reserve	559,378.41	539,700.00	19,678.41	103.6%
Facility Rentals				
Other Facility Rental Income				
Food & Beverage Fees	2,424.76	0.00	2,424.76	100.0%
Equipment Fees	1,465.00	0.00	1,465.00	100.0%
Ticket Sales Admin Fees	1,002.34	0.00	1,002.34	100.0%
Meeting Room Set-Up Fees	1,051.66	0.00	1,051.66	100.0%
After Hours Facility Fees	1,200.00	0.00	1,200.00	100.0%
After Hours Staffing Fees	4,519.68	0.00	4,519.68	100.0%
Total Other Facility Rental Income	11,663.44	0.00	11,663.44	100.0%
Member				
AAC Revenue - Special Event	-4.41			
Rental Revenue	10.00	0.00	10.00	100.0%
Total Member	5.59	0.00	5.59	100.0%
Non Member				
Rental Revenue - PLCG	5,077.88	0.00	5,077.88	100.0%
Rental Revenue	13,061.88	0.00	13,061.88	100.0%
Total Non Member	18,139.76	0.00	18,139.76	100.0%
Facility Rentals - Other	-151.00	9,676.00	-9,827.00	-1.6%
Total Facility Rentals	29,657.79	9,676.00	19,981.79	306.5%
Administrative & User Fees				
Member Fees	81.00	3,065.40	-2,984.40	2.6%
Non Member Fees	1,177.00	7,934.60	-6,757.60	14.8%
Reimbursed fees	12,436.21	0.00	12,436.21	100.0%
Total Administrative & User Fees	13,694.21	11,000.00	2,694.21	124.5%
Total Income	656,557.87	585,963.91	70,593.96	112.0%
Gross Profit	656,557.87	585,963.91	70,593.96	112.0%
Expense				
Capital Improvement / Maint.	24,578.55	10,000.00	14,578.55	245.8%
Monthly Reserve Account Payment				
Budgeted Mo. Contribution	88,644.00	88,644.00	0.00	100.0%
Special Assesment Funds	60.00			
Total Monthly Reserve Account Payment	88,704.00	88,644.00	60.00	100.1%

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Cash Basis

South Bay Community Association
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Bank Charges	620.81	150.00	470.81	413.9%
Bad Debt	101.00	0.00	101.00	100.0%
Business Licenses and Permits	2,171.00	1,500.00	671.00	144.7%
Computer and Internet Expenses	46.05	600.00	-553.95	7.7%
Continuing Education	0.00	3,000.00	-3,000.00	0.0%
Depreciation Expense	0.00	0.00	0.00	0.0%
Dues and Subscriptions				
CAI	254.00	250.00	4.00	101.6%
QuickBooks Payroll Services	708.50	700.00	8.50	101.2%
Port Ludlow Voice	2,400.00	2,400.00	0.00	100.0%
Internet Programs	1,389.52	1,000.00	389.52	139.0%
Newspapers	519.70	650.60	-130.90	79.9%
Dues and Subscriptions - Other	110.50			
Total Dues and Subscriptions	5,382.22	5,000.60	381.62	107.6%
Employee & Hiring Expenses				
Uniforms & Name Badges	0.00	50.00	-50.00	0.0%
Screening Expense	119.85	300.00	-180.15	40.0%
Advertising	275.25	250.00	25.25	110.1%
Total Employee & Hiring Expenses	395.10	600.00	-204.90	65.9%
Employee Education	0.00	500.00	-500.00	0.0%
Insurance Expense				
Commercial Package	16,992.00	16,500.00	492.00	103.0%
Professional Liability	5,794.00	5,400.00	394.00	107.3%
Total Insurance Expense	22,786.00	21,900.00	886.00	104.0%
Meals and Entertainment	682.28	450.00	232.28	151.6%
Contingency - Emerg. Repairs	4,626.01	7,500.00	-2,873.99	61.7%
Payroll Expenses Wages				
WA - Paid Fam Leave Co.	0.00	0.00	0.00	0.0%
Accrued Payroll Liability	0.00	0.00	0.00	0.0%
Federal Unemployment	434.32	428.18	6.14	101.4%
State Unemployment	1,257.64	3,588.55	-2,330.91	35.0%
Medicare Company Paid	2,820.93	2,813.75	7.18	100.3%
Social Security Company Paid	12,061.89	12,009.42	52.47	100.4%
Salary	196,894.70	202,000.00	-5,105.30	97.5%
Labor & Industry	1,470.64	1,121.43	349.21	131.1%
Emp Bonus / Merit				
Merit Increase - Lump Sum	0.00	1,850.00	-1,850.00	0.0%
Bonus	2,725.00	2,500.00	225.00	109.0%
Total Emp Bonus / Merit	2,725.00	4,350.00	-1,625.00	62.6%
Health Insurance				
Health Insurance Reimbursement	-5,072.60	-5,072.64	0.04	100.0%
Health Insurance - Other	24,839.32	24,261.72	577.60	102.4%
Total Health Insurance	19,766.72	19,189.08	577.64	103.0%
Payroll Expenses Wages - Other	935.96	0.00	935.96	100.0%
Total Payroll Expenses Wages	238,367.80	245,500.41	-7,132.61	97.1%
Permits and Fees	617.00			
Printing and Reproduction	1,424.95	900.00	524.95	158.3%
Copier Lease	4,637.87	4,350.00	287.87	106.6%
Professional Fees				
Club Mgmt. Software	1,387.00	9,910.00	-8,523.00	14.0%
Network Implementation	0.00	0.00	0.00	0.0%
IT Support	1,604.57	500.00	1,104.57	320.9%
Accountant Fees	5,262.00	6,500.00	-1,238.00	81.0%
Legal Fees	7,139.21	11,000.00	-3,860.79	64.9%
Professional Fees - Other	7,891.39			
Total Professional Fees	23,284.17	27,910.00	-4,625.83	83.4%

South Bay Community Association
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Repairs and Maintenance				
Pool				
Pool Maintenance				
R&M Pool - Other	800.06			
Equipment Repair	2,472.58	4,000.00	-1,527.42	61.8%
Ecolab Pool PM Service	6,047.95	5,738.00	309.95	105.4%
Pool Maintenance - Other	0.00	0.00	0.00	0.0%
Total Pool Maintenance	9,320.59	9,738.00	-417.41	95.7%
Pool Supplies				
Testing and Maint. Equip.	524.71	500.00	24.71	104.9%
Pool Chemicals	5,209.25	2,000.00	3,209.25	260.5%
Pool Supplies - Other	17.43			
Total Pool Supplies	5,751.39	2,500.00	3,251.39	230.1%
Total Pool	15,071.98	12,238.00	2,833.98	123.2%
R&M - Special Project	4,982.12	1,000.00	3,982.12	498.2%
Contract Maintenance				
Network - IT Service Contract	8,119.41	8,200.00	-80.59	99.0%
Website Maintenance	0.00	0.00	0.00	0.0%
Backflow Testing	87.20	100.00	-12.80	87.2%
Tight-Line Cleanout	0.00	2,000.00	-2,000.00	0.0%
Fitness Equip Service Contract	708.50	1,000.00	-291.50	70.9%
Zee Medical First Aid	118.24	300.00	-181.76	39.4%
Fire Extenguisher Service	173.26	300.00	-126.74	57.8%
Gutter & Window Cleaning Serv.	0.00	1,700.00	-1,700.00	0.0%
HVAC PM Service	2,127.96	2,500.00	-372.04	85.1%
Mat Service	1,270.32	1,700.00	-429.68	74.7%
Alarm Monitoring	540.00	750.00	-210.00	72.0%
Pest Control	1,314.54	1,500.00	-185.46	87.6%
Total Contract Maintenance	14,459.43	20,050.00	-5,590.57	72.1%
Tools	78.07	200.00	-121.93	39.0%
Maint. Materials	0.00	300.00	-300.00	0.0%
Computer & Network	305.56	250.00	55.56	122.2%
Building Maintenance				
Kitchen	450.92	450.00	0.92	100.2%
Building Maintenance - Other	2,036.06	5,000.00	-2,963.94	40.7%
Total Building Maintenance	2,486.98	5,450.00	-2,963.02	45.6%
Equipment Maintenance				
Equipment - General Maint.	1,437.10	1,500.00	-62.90	95.8%
Safety-Security Equipment	0.00	750.00	-750.00	0.0%
Fitness Center Equipment	2,141.65	2,000.00	141.65	107.1%
Total Equipment Maintenance	3,578.75	4,250.00	-671.25	84.2%
Landscaping and Grounds Mainten				
Landscape - Other (S. Bay Lane)	0.00	1,000.00	-1,000.00	0.0%
Trails	1,000.00	1,000.00	0.00	100.0%
Landscaping Special Projects	7,779.33	5,000.00	2,779.33	155.6%
Landscaping & Grounds Repairs	1,002.31	1,500.00	-497.69	66.8%
Landscaping Monthly Service	17,740.84	17,500.00	240.84	101.4%
Other Landscaping Costs	4,109.07	1,231.00	2,878.07	333.8%
Total Landscaping and Grounds Mainten	31,631.55	27,231.00	4,400.55	116.2%

South Bay Community Association
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Tennis Court Maintenance				
Landscape Maintenance	882.90	1,500.00	-617.10	58.9%
Tennis Court R&M	31.59	500.00	-468.41	6.3%
Supplies & Equipment	171.38	450.00	-278.62	38.1%
Annual Pressure Washing	1,471.50	1,750.00	-278.50	84.1%
Tennis Court Maintenance - Other	10.00			
Total Tennis Court Maintenance	2,567.37	4,200.00	-1,632.63	61.1%
Repairs and Maintenance - Other	34.35			
Total Repairs and Maintenance	75,196.16	75,169.00	27.16	100.0%
Supplies				
Building Supplies				
First Aid Supplies	412.09	200.00	212.09	206.0%
Building Supplies - Other	2,717.74	1,700.00	1,017.74	159.9%
Total Building Supplies	3,129.83	1,900.00	1,229.83	164.7%
Event Supplies				
Linens	195.12	500.00	-304.88	39.0%
Event Supplies - Other	1,557.60	500.00	1,057.60	311.5%
Total Event Supplies	1,752.72	1,000.00	752.72	175.3%
Fuel for Equipment	283.33	200.00	83.33	141.7%
Janitorial Supplies				
Cleaning Tools & Supplies	525.88	800.00	-274.12	65.7%
Cleaning Chemicals	1,145.97	1,100.00	45.97	104.2%
Total Janitorial Supplies	1,671.85	1,900.00	-228.15	88.0%
Kitchen and Bath Supplies				
Soaps, Shampoo, Lotion	484.91	400.00	84.91	121.2%
Kitchen Paper Supplies	100.71	100.00	0.71	100.7%
Bathroom Paper Goods	1,572.64	1,600.00	-27.36	98.3%
Kitchen and Bath Supplies - Other	46.59	0.00	46.59	100.0%
Total Kitchen and Bath Supplies	2,204.85	2,100.00	104.85	105.0%
Member Consumables				
Annual Meeting	1,034.11	2,000.00	-965.89	51.7%
Member Socials	1,409.86	900.00	509.86	156.7%
AAC - Special Events Expense	12,086.97	7,500.00	4,586.97	161.2%
F&B				
F&B - Consumable	4,921.64	4,500.00	421.64	109.4%
Supplies	1,637.68	1,750.00	-112.32	93.6%
Total F&B	6,559.32	6,250.00	309.32	104.9%
Total Member Consumables	21,090.26	16,650.00	4,440.26	126.7%
Office Supplies	1,876.43	2,000.00	-123.57	93.8%
Postage	1,902.59	1,800.00	102.59	105.7%
Total Supplies	33,911.86	27,550.00	6,361.86	123.1%
Taxes				
Sales Tax Expense	1,920.64			
Property Taxes	17.90	17.90	0.00	100.0%
Total Taxes	1,938.54	17.90	1,920.64	10,829.8%
Travel Expense	26.49	250.00	-223.51	10.6%
Utilities				
Internet Expense	853.44	1,000.00	-146.56	85.3%
Cable	1,241.65	1,000.00	241.65	124.2%

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South Bay Community Association
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Electricity				
Elec. kWh Consumed	39,928.67	0.00	39,928.67	100.0%
Base Charge	978.00	0.00	978.00	100.0%
Demand Charge	10,029.22	0.00	10,029.22	100.0%
Electricity - Other	6,781.67	50,000.00	-43,218.33	13.6%
Total Electricity	57,717.56	50,000.00	7,717.56	115.4%
Garbage	2,411.93	2,400.00	11.93	100.5%
Propane	626.20	500.00	126.20	125.2%
Sewer	1,769.27	3,000.00	-1,230.73	59.0%
Telephone	7,785.31	3,500.00	4,285.31	222.4%
Water	6,490.92	3,000.00	3,490.92	216.4%
Total Utilities	78,896.28	64,400.00	14,496.28	122.5%
Total Expense	608,394.14	585,891.91	22,502.23	103.8%
Net Ordinary Income	48,163.73	72.00	48,091.73	66,894.1%
Other Income/Expense				
Other Income				
Capital Improvement Fund	26,741.77	10,000.00	16,741.77	267.4%
Monthly Deposits to Reserves				
Spec. Assessment-Mortgage Fund	59,570.00	76,650.00	-17,080.00	77.7%
Monthly Regular Deposit	88,644.00	88,644.00	0.00	100.0%
Total Monthly Deposits to Reserves	148,214.00	165,294.00	-17,080.00	89.7%
Interest Income				
Reserve fund interest	1,937.52	1,812.00	125.52	106.9%
Total Interest Income	1,937.52	1,812.00	125.52	106.9%
Total Other Income	176,893.29	177,106.00	-212.71	99.9%
Other Expense				
Sound Bank Loan Interest	6,732.10	6,610.53	121.57	101.8%
Capital Imprv. / Maint. Expense	7,570.76	0.00	7,570.76	100.0%
Reserve Expenses				
Sound Loan Fees	4,896.00			
Reserve Item Expense	66,932.35	51,500.00	15,432.35	130.0%
Total Reserve Expenses	71,828.35	51,500.00	20,328.35	139.5%
Total Other Expense	86,131.21	58,110.53	28,020.68	148.2%
Net Other Income	90,762.08	118,995.47	-28,233.39	76.3%
Net Income	138,925.81	119,067.47	19,858.34	116.7%