

**Pebble Creek Condominium Association**  
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**M E M O R A N D U M**

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TO: Board of Directors of Pebble Creek HOA

FROM: Key Property Services, Inc.

DATE: January 21, 2021

RE: Pebble Creek Financial Reports  
For the month of December 2020

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Summary financial results for the current month are below.

<b>FINANCIAL RESULTS</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
Revenue	14,315	14,377	(62)
Operating Expenses	11,381	9,706	1,675
Net Operating Income	2,934	4,671	(1,738)
Net Reserves	(5,873)	3,292	(9,165)
Net Income	(2,939)	7,963	(10,902)

<b>CASH FLOW</b>	
Beginning bank balance – Operating & Savings	101,660
Change in Accounts Receivable	1,030
Change in Liabilities	(940)
Net Income	(2,939)
Ending bank balance – All Accounts	98,770

Revenue was under the budgeted amount by \$62. Operating Expenses was over budget by \$1,675. Net Operating Income was under budget by \$1,738.

At the end of the month Operating Account had a balance of \$30,069.37, and Reserve Account had a balance of \$76,887.10.

Let us know if you have any questions.

## Balance Sheet

Properties: Pebble Creek Condominiums (PCC) - 1412 NE 72nd St Vancouver, WA 98665

As of: 12/31/2020

Accounting Basis: Accrual

GL Account Map: None - use master chart of accounts

Level of Detail: Detail View

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
Operating Cash	21,883.16
Reserve Account	76,887.10
<b>Total Cash</b>	<b>98,770.26</b>
Accls Receivable Tenants	29,072.05
Operating Reserve Fund	216.80
Land Improvements	1,609.74
<b>TOTAL ASSETS</b>	<b>129,668.85</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
Pre-paid Rent/Dues	6,381.15
Accounts Payable	439.04
Notes Payable	159,857.43
<b>Total Liabilities</b>	<b>166,677.62</b>
<b>Capital</b>	
Owner Contributions	20,250.54
Retained Earnings-Prior	37,956.46
Calculated Retained Earnings	-117,621.98
Calculated Prior Years Retained Earnings	22,406.21
<b>Total Capital</b>	<b>-37,008.77</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>129,668.85</b>

**Budget - Comparative**

Properties: Pebble Creek Condominiums (PCC) - 1412 NE 72nd St Vancouver, WA 98665

Period Range: Dec 2020 to Dec 2020

Comparison Period Range: Jan 2020 to Dec 2020

Accounting Basis: Accrual

GL Account Map: None - use master chart of accounts

Level of Detail: Detail View

Account Name	Period Actual	Period Budget	Period \$ Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance
<b>Income</b>						
Dues	17,940.00	17,940.00	0.00	210,080.00	210,080.00	0.00
Allocations to Reserves	-3,625.00	-3,625.00	0.00	-43,500.00	-43,500.00	0.00
<b>Rental Income</b>						
Fines & Penalties	0.00	41.66	-41.66	-1,000.00	500.00	-1,500.00
Late fees, Interest & NSF Fees	0.00	20.83	-20.83	0.00	250.00	-250.00
Fees for Services	0.00	0.00	0.00	845.00	0.00	845.00
<b>Total Rental Income</b>	<b>0.00</b>	<b>62.49</b>	<b>-62.49</b>	<b>-155.00</b>	<b>750.00</b>	<b>-905.00</b>
<b>Total Budgeted Operating Income</b>	<b>14,315.00</b>	<b>14,377.49</b>	<b>-62.49</b>	<b>166,425.00</b>	<b>167,330.00</b>	<b>-905.00</b>
<b>Expense</b>						
<b>Administrative</b>						
Benefits - 401K	12.50	0.00	-12.50	237.50	0.00	-237.50
Workers Comp	2.13	0.00	-2.13	36.64	0.00	-36.64
Payroll Taxes	97.64	100.00	2.36	771.06	1,200.00	428.94
Employee Insurance	82.99	125.00	42.01	848.00	1,500.00	652.00
Office Supplies	0.00	10.00	10.00	0.00	120.00	120.00
Administrative Services	322.36	75.00	-247.36	1,692.43	900.00	-792.43
Telephone	0.00	40.00	40.00	0.00	480.00	480.00
Employee Mileage	0.00	29.16	29.16	0.00	350.00	350.00
Bank fees	0.00	22.91	22.91	0.00	275.00	275.00
Postage	0.00	16.66	16.66	0.00	200.00	200.00
Management Fees	958.00	958.33	0.33	11,496.00	11,500.00	4.00
Accounting and Audit Fees	0.00	16.66	16.66	185.00	200.00	15.00
Other Taxes, Licenses, Fees	0.00	4.16	4.16	10.00	50.00	40.00
Conventions and Meetings	0.00	0.00	0.00	37.50	0.00	-37.50
Fees for Services	0.00	0.00	0.00	845.00	0.00	-845.00
<b>Total Administrative</b>	<b>1,475.62</b>	<b>1,397.88</b>	<b>-77.74</b>	<b>16,159.13</b>	<b>16,775.00</b>	<b>615.87</b>

## Budget - Comparative

Account Name	Period Actual	Period Budget	Period \$ Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance
<b>Operating/Maintenance</b>						
Maintenance Salaries	380.01	1,000.00	619.99	4,464.72	12,000.00	7,535.28
Maintenance Supplies	0.00	0.00	0.00	179.57	0.00	-179.57
Contract Services-Maintenance	3,905.31	833.33	-3,071.98	36,876.30	10,000.00	-26,876.30
Pest Control -Occupied/Common	0.00	83.33	83.33	1,875.36	1,000.00	-875.36
<b>Total Operating/Maintenance</b>	<b>4,285.32</b>	<b>1,916.66</b>	<b>-2,368.66</b>	<b>43,395.95</b>	<b>23,000.00</b>	<b>-20,395.95</b>
<b>Landscaping</b>						
Contract Services-Landscaping	1,062.32	1,083.33	21.01	13,283.55	13,000.00	-283.55
Landscaping Improvements	0.00	83.33	83.33	542.00	1,000.00	458.00
<b>Total Landscaping</b>	<b>1,062.32</b>	<b>1,166.66</b>	<b>104.34</b>	<b>13,825.55</b>	<b>14,000.00</b>	<b>174.45</b>
<b>Utilities</b>						
Sewer	1,560.00	1,500.00	-60.00	18,897.00	18,000.00	-897.00
Water	1,456.02	1,000.00	-456.02	14,422.75	12,000.00	-2,422.75
Waste Removal	1,452.73	1,416.66	-36.07	17,223.30	17,000.00	-223.30
Electricity	89.44	100.00	10.56	2,021.26	1,200.00	-821.26
<b>Total Utilities</b>	<b>4,558.19</b>	<b>4,016.66</b>	<b>-541.53</b>	<b>52,564.31</b>	<b>48,200.00</b>	<b>-4,364.31</b>
<b>General Expenses</b>						
Property Insurance	0.00	1,166.66	1,166.66	12,918.00	14,000.00	1,082.00
Legal Services	0.00	41.66	41.66	3,015.00	500.00	-2,515.00
<b>Total General Expenses</b>	<b>0.00</b>	<b>1,208.32</b>	<b>1,208.32</b>	<b>15,933.00</b>	<b>14,500.00</b>	<b>-1,433.00</b>
<b>Total Budgeted Operating Expense</b>	<b>11,381.45</b>	<b>9,706.18</b>	<b>-1,675.27</b>	<b>141,877.94</b>	<b>116,475.00</b>	<b>-25,402.94</b>
<b>Total Budgeted Operating Income</b>	<b>14,315.00</b>	<b>14,377.49</b>	<b>-62.49</b>	<b>166,425.00</b>	<b>167,330.00</b>	<b>-905.00</b>
<b>Total Budgeted Operating Expense</b>	<b>11,381.45</b>	<b>9,706.18</b>	<b>-1,675.27</b>	<b>141,877.94</b>	<b>116,475.00</b>	<b>-25,402.94</b>
<b>NOI - Net Operating Income</b>	<b>2,933.55</b>	<b>4,671.31</b>	<b>-1,737.76</b>	<b>24,547.06</b>	<b>50,855.00</b>	<b>-26,307.94</b>
<b>Other Income</b>						
Replacement Reserve Income	3,625.00	3,625.00	0.00	43,500.00	43,500.00	0.00
<b>Total Budgeted Other Income</b>	<b>3,625.00</b>	<b>3,625.00</b>	<b>0.00</b>	<b>43,500.00</b>	<b>43,500.00</b>	<b>0.00</b>
<b>Other Expense</b>						
<b>Financial Expenses</b>						
Interest Expense-Loan	413.66	0.00	-413.66	793.50	0.00	-793.50
Loan Costs-Amortization	0.00	0.00	0.00	1,874.00	0.00	-1,874.00

**Budget - Comparative**

Account Name	Period Actual	Period Budget	Period \$ Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance
<b>Total Financial Expenses</b>	413.66	0.00	-413.66	2,667.50	0.00	-2,667.50
<b>Other Capital Expense</b>						
Plumbing Repair	0.00	83.33	83.33	0.00	1,000.00	1,000.00
Roofs and Gutters	0.00	250.00	250.00	162,711.24	3,000.00	-159,711.24
<b>Total Other Capital Expense</b>	0.00	333.33	333.33	162,711.24	4,000.00	-158,711.24
Reserve Expense	9,084.33	0.00	-9,084.33	20,290.30	0.00	-20,290.30
<b>Total Budgeted Other Expense</b>	9,497.99	333.33	-9,164.66	185,669.04	4,000.00	-181,669.04
<b>Net Other Income</b>	-5,872.99	3,291.67	-9,164.66	-142,169.04	39,500.00	-181,669.04
<b>Total Budgeted Income</b>	17,940.00	18,002.49	-62.49	209,925.00	210,830.00	-905.00
<b>Total Budgeted Expense</b>	20,879.44	10,039.51	-10,839.93	327,546.98	120,475.00	-207,071.98
<b>Net Income</b>	-2,939.44	7,962.98	-10,902.42	-117,621.98	90,355.00	-207,976.98
<b>Asset</b>						
Accts Receivable Tenants	1,375.00	0.00	-1,375.00	2,762.45	0.00	-2,762.45
<b>Total Budgeted Asset</b>	1,375.00	0.00	-1,375.00	2,762.45	0.00	-2,762.45
<b>Cash</b>						
Operating Cash	2,569.93	0.00	-2,569.93	16,311.91	0.00	-16,311.91
Reserve Account	-5,459.33	0.00	5,459.33	23,209.70	0.00	-23,209.70
<b>Total Budgeted Cash</b>	-2,889.40	0.00	2,889.40	39,521.61	0.00	-39,521.61
<b>Liability</b>						
Pre-paid Rent/Dues	2,365.00	0.00	2,365.00	2,260.00	0.00	2,260.00
Accounts Payable	-939.96	0.00	-939.96	-2,211.39	0.00	-2,211.39
Loan Principal	0.00	4,166.66	-4,166.66	0.00	50,000.00	-50,000.00
Notes Payable	0.00	0.00	0.00	159,857.43	0.00	159,857.43
<b>Total Budgeted Liability</b>	1,425.04	4,166.66	-2,741.62	159,906.04	50,000.00	109,906.04

**Check Register Detail**

Property: Pebble Creek Condominiums (PCC) - 1412 NE 72nd St Vancouver, WA 98665

Bank Accounts: All

Payees: All

Date Range: 12/01/2020 - 12/31/2020

Include Voided Payments: No

Show ACH Payments Only: No

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	Riverview Community Bank	3657	Y	CL-000840080473	12/02/2020	413.66	Pebble Creek Condominiums (PCC)	5640	Interest Expense-Loan	413.66	Nov 20 Loan Interest
Pebble Creek Operating Account	KPS Payroll Account	3658	Y		12/02/2020	156.48					
							Pebble Creek Condominiums (PCC)	5016	Maintenance Salaries	126.67	PPE113020
							Pebble Creek Condominiums (PCC)	5020	Workers Comp	1.02	PPE113020
							Pebble Creek Condominiums (PCC)	5024	Payroll Taxes	9.48	PPE113020
							Pebble Creek Condominiums (PCC)	5024	Payroll Taxes	19.31	PPE113020
Pebble Creek Operating Account	KPS Payroll Account	3659	Y		12/07/2020	95.49					
							Pebble Creek Condominiums (PCC)	5025	Employee Insurance	1.75	Dental
							Pebble Creek Condominiums (PCC)	5025	Employee Insurance	76.29	Medical
							Pebble Creek Condominiums (PCC)	5025	Employee Insurance	0.58	Group Life

Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	COMMUNITY ASSN UNDERWRITERS CAU	3660	Y	46381	12/07/2020	1,104.00	Pebble Creek Condominiums (PCC)	5025	Employee Insurance	2.12	Long Term Disab
							Pebble Creek Condominiums (PCC)	5025	Employee Insurance	2.25	LTC
							Pebble Creek Condominiums (PCC)	5019	Benefits - 401K	12.50	401K 9/30, 10/15
Pebble Creek Operating Account	Key Property Services, Inc. - CL#:	3661	Y	Resale Cert Unit 1410-4	12/07/2020	1,233.00	Pebble Creek Condominiums (PCC)	5511	Property Insurance	1,104.00	Prop. Ins.
	KEYPPRS842MQ						Pebble Creek Condominiums (PCC)	5551	Fees for Services	275.00	Rescale Cert Unit 1410-4
							Pebble Creek Condominiums (PCC)	5512	Management Fees	958.00	December 2020 - Management Fee
Pebble Creek Operating Account	KPS Payroll Account	3662	Y		12/17/2020	166.23	Pebble Creek Condominiums (PCC)	5016	Maintenance Salaries	126.67	PPE121520
							Pebble Creek Condominiums (PCC)	5020	Workers Comp	0.63	PPE121520
							Pebble Creek Condominiums (PCC)	5024	Payroll Taxes	11.26	PPE121520
							Pebble Creek Condominiums (PCC)	5024	Payroll Taxes	27.67	PPE121520



# Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	Key Property Services, Inc. - CL#: KEYPRPS842MQ	3663	Y		12/26/2020	9,084.33					
							Pebble Creek Condominiums (PCC)	7050	Reserve Expense	3,609.24	Siding Repair
							Pebble Creek Condominiums (PCC)	7050	Reserve Expense	5,475.09	Chimney Siding
Pebble Creek Operating Account	CLARK PUBLIC UTILITIES	3664		7238-938-0, 7238-863-0	12/26/2020	1,545.46					
							Pebble Creek Condominiums (PCC)	5342	Water	1,387.75	Water
							Pebble Creek Condominiums (PCC)	5344	Electricity	89.44	Electric
							Pebble Creek Condominiums (PCC)	5342	Water	68.27	Water
Pebble Creek Operating Account	CLARK REGIONAL WASTEWATER DIST	3665		015367-000	12/26/2020	1,560.00					
							Pebble Creek Condominiums (PCC)	5341	Sewer	1,560.00	Sewer
Pebble Creek Operating Account	GREEN ENVY LANDSCAPING	3666			12/26/2020	1,062.32					
							Pebble Creek Condominiums (PCC)	5152	Contract Services- Landscaping	1,062.32	Landscaping
Pebble Creek Operating Account	Key Property Services, Inc. - CL#: KEYPRPS842MQ	3667			12/26/2020	2,579.74					
							Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	15.56	Cover suit

# Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	Key Property Services, Inc. - CL#: KEYPRPS842MQ	3668			12/26/2020	644.91	Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	1,884.57	Paul Edwin Plumbing Repair
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	10.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	5.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	170.95	Tax
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	120.00	Inspected crawlspace for leaks
							Pebble Creek Condominiums (PCC)	5032	Administrative Services	322.36	POA/ Appfolio/ Microsoft/ BoxStorage/ Verizon/ Postage/ Copies
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	36.30	Roofing shingles and nails
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	10.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	5.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	70.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	35.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	59.91	Tax

Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	Key Property Services, Inc. - CL#: KEYPRPS842MQ	3669			12/26/2020	362.02	Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	Opened up the wall
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	Brought fan
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	120.00	Closed wall and ceiling with drywall, mudded first coat
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	second coat applied
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	third coat applied
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	sanded/textured ceiling and wall
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	60.00	Painted repair spots on ceiling and walls
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	120.00	Clean grounds, pick up and dump overflowing trash in dumpster
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	10.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	5.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	8.82	Tax

Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	90.00	Looked at the issue, roofers didn't cover the roof tight so some water leaks inside the unit
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	20.00	screws, mud, tape, drywall from shop
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	4.18	Screws
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	6.83	Sandpaper
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	15.00	Texture from shop
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	82.19	matched paint
Pebble Creek Operating Account	Key Property Services, Inc. - CL#: KEYPRPS842MQ	3670			12/26/2020	359.03					
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	19.43	Tax
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	180.00	Bought and installed the roofing shingles on the steps.
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	10.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	5.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services-Maintenance	6.30	Tax

Check Register Detail

Bank Account	Payee Name	Check #	Cleared	Check Memo	Check Date	Payment Amount	Property Name	GL Account #	GL Account Name	Amount	Description
Pebble Creek Operating Account	WASTE CONNECTIONS	3671		2010-362287	12/26/2020	1,452.73	Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	60.00	Clean grounds
							Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	47.93	Dump split
							Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	10.00	Trip Charge
							Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	5.00	PPE
							Pebble Creek Condominiums (PCC)	5109	Contract Services- Maintenance	15.37	Tax
							Pebble Creek Condominiums (PCC)	5343	Waste Removal	1,452.73	Garbage
<b>Total</b>						<b>21,819.40</b>					

# Reconciliation Report

**Riverview Bank**

Account Name	Pebble Creek Operating Account
Account Number	9100003830
Ending Statement Date	12/31/2020

**Summary**

Bank Statement Starting Balance on 11/30/2020	24,120.94
Cleared Deposits and other Increases	29,664.33
Cleared Checks and other Decreases	23,715.90
Cleared ACH Batches and Reversals	0.00
Cleared Balance	30,069.37

**Unreconciled Transactions**

Unreconciled Deposits and other Increases (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Checks and other Decreases (8 Items)

Check #3664 - CLARK PUBLIC UTILITIES	12/26/2020	1,545.46
Check #3665 - CLARK REGIONAL WASTEWATER DIST	12/26/2020	1,560.00
Check #3666 - GREEN ENVY LANDSCAPING	12/26/2020	1,062.32
Check #3667 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/26/2020	2,579.74
Check #3668 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/26/2020	644.91
Check #3669 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/26/2020	362.02
Check #3670 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/26/2020	359.03
Check #3671 - WASTE CONNECTIONS	12/26/2020	1,452.73

<b>Total</b>	<b>9,566.21</b>
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Unreconciled ACH Batches and Reversals (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Checks Volded after Reconciliation Period (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Receipts Deposited after Reconciliation Period (4 Items)

Receipt #D597-47A0 - Kevin Shields	12/31/2020	345.00
Receipt #9353-9F40 - Terra Joy Uranga	12/31/2020	345.00
Receipt #237E-0630 - Ouafae Berrissoul	12/31/2020	345.00
Receipt #5775-4D60 - Kellie Kimpton	12/31/2020	345.00

<b>Total</b>	<b>1,380.00</b>
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Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)

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<b>Total</b>		<b>0.00</b>
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Pending Online Receipts Which Have Not Been Deposited (0 Items)

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<b>Total</b>		<b>0.00</b>
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**Cleared Transactions**

Cleared Deposits and other Increases (23 Items)

Deposit #Automatic ACH Deposit	11/30/2020	690.00
Deposit #677	11/30/2020	960.00
Deposit #Automatic ACH Deposit	12/01/2020	1,380.00
Deposit #Automatic ACH Deposit	12/02/2020	3,450.00
Deposit #Automatic Deposit	12/03/2020	345.00
Deposit #678	12/02/2020	345.00
Deposit #Automatic ACH Deposit	12/04/2020	345.00
Deposit #Automatic ACH Deposit	12/07/2020	690.00
Deposit #Automatic ACH Deposit	12/07/2020	1,035.00
Deposit #Automatic ACH Deposit	12/08/2020	345.00
Deposit #679	12/08/2020	1,035.00
Deposit #Automatic ACH Deposit	12/09/2020	350.00
Deposit #680	12/09/2020	3,105.00
Deposit #Automatic ACH Deposit	12/11/2020	345.00
Deposit #681	12/15/2020	690.00
Deposit #Automatic ACH Deposit	12/16/2020	1,035.00
Deposit #682	12/18/2020	690.00
Deposit #683	12/23/2020	1,330.00
Deposit #Automatic ACH Deposit	12/29/2020	1,035.00
Deposit #Automatic ACH Deposit	12/30/2020	690.00
Deposit #Automatic Deposit	12/30/2020	345.00
Deposit #684	12/30/2020	345.00
Journal Entry - Transfer of funds from Clearing Account to Operating Cash	12/26/2020	9,084.33

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<b>Total</b>		<b>29,664.33</b>
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Cleared Checks and other Decreases (15 Items)

Check #3649 - CLARK PUBLIC UTILITIES	11/25/2020	1,300.73
Check #3650 - CLARK REGIONAL WASTEWATER DIST	11/25/2020	1,560.00
Check #3652 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	11/25/2020	2,638.21
Check #3653 - WASTE CONNECTIONS	11/25/2020	1,438.35
Check #3654 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	11/25/2020	444.65
Check #3655 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	11/25/2020	239.17
Check #3656 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	11/25/2020	216.60
Check #3657 - Riverview Community Bank	12/02/2020	413.66
Check #3658 - KPS Payroll Account	12/02/2020	156.48
Check #3659 - KPS Payroll Account	12/07/2020	95.49
Check #3660 - COMMUNITY ASSN UNDERWRITERS CAU	12/07/2020	1,104.00
Check #3661 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/07/2020	1,233.00
Check #3662 - KPS Payroll Account	12/17/2020	166.23
Check #3663 - Key Property Services, Inc. - CL#: KEYPRPS842MQ	12/26/2020	9,084.33
Journal Entry - Dec20 Reserve Transfer	12/30/2020	3,625.00

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<b>Total</b>		<b>23,715.90</b>
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Cleared ACH Batches and Reversals (0 Items)

<b>Total</b>	<b>0.00</b>
<b>Cash Accounts</b>	
1100: Operating Cash	21,883.16
1110: Security Deposits	0.00
<b>Total Cash Balance</b>	<b>21,883.16</b>
Less Unreconciled Deposits	0.00
Less Unreconciled Receipts Deposited after Reconciliation Period	-1,380.00
Less Receipts Reversed after Reconciliation Which Have Not Been Deposited	0.00
Less Pending Online Receipts Which Have Not Been Deposited	0.00
Plus Unreconciled Checks	9,566.21
Plus Unreconciled ACH Batches and Reversals	0.00
Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period	0.00
Plus Unreconciled Checks Voided after Reconciliation Period	0.00
<b>Adjusted Cash Balance</b>	<b>30,069.37</b>
Bank Statement Balance on 12/31/2020	30,069.37
	In Balance





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 Saturday 10:00am - 1:00pm

ACCOUNT STATEMENT

PAGE 1 OF 3

Statement Period: Dec 01, 2020 to Dec 31, 2020  
 Account Number: 09100003830

KEY PROPERTY SERVICES INC AGENT FOR  
 PEBBLE CREEK CONDOMINIUM ASSOCIATION  
 PCC OPERATING  
 7710 NE GREENWOOD DR STE 150  
 VANCOUVER, WA 98662-7904

3130/EM



**SUMMARY**

Type	Beginning Balance	Ending Balance
Analyzed Checking	24,120.94	30,069.37

**CHECKING**

Analyzed Checking - PCC Operating - 009100003830  
 Key Property Services Inc Agent for  
 Pebble Creek Condominium Association  
 PCC Operating

Beginning Balance	24,120.94
Deposits and Credits (23)	+29,664.33
Withdrawals, Debits & Fees (1)	-3,625.00
Checks Paid (14)	-20,090.90
<b>Ending Balance</b>	<b>30,069.37</b>
<b>Average Balance</b>	<b>28,858.85</b>

Date	Transaction Description	Withdrawal	Deposit
12/01	ACH Credit Settlement Key Property Ser ID9000331553		1,380.00
12/01	Remote Deposit Capture		960.00
12/01	Remote Deposit Capture		690.00
12/01	Check #3652	2,638.21	
12/01	Check #3650	1,560.00	
12/01	Check #3654	444.65	
12/01	Check #3655	239.17	
12/01	Check #3656	216.60	
12/02	ACH Credit Settlement Key Property Ser ID9000331553		3,450.00
12/02	Check #3649	1,300.73	
12/03	ACH Credit 8666481536 APPFOLIO INC ID3260359894		345.00
12/03	Remote Deposit Capture		345.00
12/03	Check #3653	1,438.35	

**As a Reminder to our Customers:**  
 For Consumer accounts, Overdraft Paid or Returned Item fees are limited to a daily maximum of 4. There is no daily maximum for business accounts. The fee will be charged for overdrafts paid, overdrafts returned or a combination of both, and for service fees listed in the Fee Schedule that cause an overdraft in any amount. We do not charge an overdraft fee on non-recurring debit card transactions or for a monthly service fee to maintain your account, as listed in the Truth in Savings Disclosure provided at account opening.  
 The Continuous Overdraft fee is charged when any account that has a negative balance for five (5) consecutive business days for any reason including but not limited to negative balances caused by overdrafts, returned items, bank fees listed in the Fee Schedule, account monthly service fees, and third-party fees. The fee will be charged per business day up to a maximum of 10 business day charges, per negative balance occurrence, until a deposit is made to bring the account balance positive or the account is closed by the Bank.  
 An Overdraft Protection Transfer fee will be charged for each transfer made from an eligible linked account. Refer to your Overdraft Protection Transfer Authorization Agreement.  
 For questions, or a copy of the Fee Schedule, contact your local branch.

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Statement Period: Dec 01, 2020 to Dec 31, 2020  
 Account Number: 09100003830

Date	Transaction Description	Withdrawal	Deposit
12/04	ACH Credit Settlement Key Property Ser ID9000331553		345.00
12/04	Check #3658	156.48	
12/07	ACH Credit Settlement Key Property Ser ID9000331553		1,035.00
12/07	ACH Credit Settlement Key Property Ser ID9000331553		690.00
12/08	ACH Credit Settlement Key Property Ser ID9000331553		345.00
12/08	Check #3657	413.66	
12/08	Check #3659	95.49	
12/09	ACH Credit Settlement Key Property Ser ID9000331553		350.00
12/09	Remote Deposit Capture		1,035.00
12/09	Check #3661	1,233.00	
12/10	Remote Deposit Capture		3,105.00
12/11	ACH Credit Settlement Key Property Ser ID9000331553		345.00
12/16	ACH Credit Settlement Key Property Ser ID9000331553		1,035.00
12/16	Remote Deposit Capture		690.00
12/16	Check #3660	1,104.00	
12/18	Check #3662	166.23	
12/21	Remote Deposit Capture		690.00
12/28	Tfr from XXXXXX3843 Key Contracting Invs Pebble Creek Condomi		9,084.33
12/29	ACH Credit Settlement Key Property Ser ID9000331553		1,035.00
12/29	Remote Deposit Capture		1,330.00
12/30	Tfr to XXXXXX3843 Dec20 Reserve Transfer Pebble Creek Condomi	3,625.00	
12/30	ACH Credit Settlement Key Property Ser ID9000331553		690.00
12/30	ACH Credit 8666481536 APPFOLIO INC ID3260359894		345.00
12/31	Remote Deposit Capture		345.00
12/31	Check #3663	9,084.33	

**DEPOSITS & CREDITS**

Date	Amount	Date	Amount	Date	Amount	Date	Amount
12/01	1,380.00	12/04	345.00	12/10	3,105.00	12/29	1,035.00
12/01	960.00	12/07	1,035.00	12/11	345.00	12/29	1,330.00
12/01	690.00	12/07	690.00	12/16	1,035.00	12/30	690.00
12/02	3,450.00	12/08	345.00	12/16	690.00	12/30	345.00
12/03	345.00	12/09	350.00	12/21	690.00	12/31	345.00
12/03	345.00	12/09	1,035.00	12/28	9,084.33		

**WITHDRAWALS & DEBITS**

Date	Amount
12/30	3,625.00

**CHECKS PAID**

Date	Number	Amount	Date	Number	Amount	Date	Number	Amount	Date	Number	Amount
12/02	3649	1,300.73	12/01	3654	444.65	12/04	3658	156.48	12/09	3661	1,233.00
12/01	3650	1,560.00	12/01	3655	239.17	12/08	3659	95.49	12/18	3662	166.23
12/01	3652*	2,638.21	12/01	3656	216.60	12/16	3660	1,104.00	12/31	3663	9,084.33
12/03	3653	1,438.35	12/08	3657	413.66						

\* Indicates a break in check sequence  
 ^ Indicates electronic check

**DAILY BALANCE**

Date	Balance	Date	Balance	Date	Balance	Date	Balance
12/01	22,052.31	12/04	23,641.75	12/09	25,354.60	12/16	29,425.60
12/02	24,201.58	12/07	25,366.75	12/10	28,459.60	12/18	29,259.37
12/03	23,453.23	12/08	25,202.60	12/11	28,804.60	12/21	29,949.37



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Statement Period: Dec 01, 2020 to Dec 31, 2020  
Account Number: 09100003830

Date	Balance	Date	Balance	Date	Balance	Date	Balance
12/28	39,033.70	12/29	41,398.70	12/30	38,808.70	12/31	30,069.37



# Reconciliation Report

## Riverview Bank

Account Name	Pebble Creek Reserve Account
Account Number	9100003843
Ending Statement Date	12/31/2020

## Summary

Bank Statement Starting Balance on 11/30/2020	82,346.43
Cleared Deposits and other Increases	3,625.00
Cleared Checks and other Decreases	9,084.33
Cleared ACH Batches and Reversals	0.00
Cleared Balance	76,887.10

## Unreconciled Transactions

Unreconciled Deposits and other Increases (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Checks and other Decreases (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled ACH Batches and Reversals (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Checks Voided after Reconciliation Period (0 Items)

<b>Total</b>	<b>0.00</b>
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Unreconciled Receipts Deposited after Reconciliation Period (0 Items)

<b>Total</b>	<b>0.00</b>
--------------	-------------

Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)

<b>Total</b>	<b>0.00</b>
--------------	-------------

Pending Online Receipts Which Have Not Been Deposited (0 Items)

<b>Total</b>	<b>0.00</b>
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## Cleared Transactions

Cleared Deposits and other Increases (1 Item)

Journal Entry - Dec20 Reserve Transfer	12/30/2020	3,625.00
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<b>Total</b>	<b>3,625.00</b>
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Cleared Checks and other Decreases (1 Item)

Journal Entry - Transfer of funds from Reserve Account to Clearing Account	12/26/2020	9,084.33
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<b>Total</b>	<b>9,084.33</b>
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Cleared ACH Batches and Reversals (0 Items)

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<b>Total</b>	<b>0.00</b>
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**Cash Accounts**

1120: Reserve Account	76,887.10
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Less Unreconciled Deposits	0.00
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Less Unreconciled Receipts Deposited after Reconciliation Period	0.00
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Less Receipts Reversed after Reconciliation Which Have Not Been Deposited	0.00
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Less Pending Online Receipts Which Have Not Been Deposited	0.00
--	------

Plus Unreconciled Checks	0.00
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Plus Unreconciled ACH Batches and Reversals	0.00
---	------

Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period	0.00
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Plus Unreconciled Checks Voided after Reconciliation Period	0.00
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<b>Adjusted Cash Balance</b>	<b>76,887.10</b>
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Bank Statement Balance on 12/31/2020	76,887.10
--------------------------------------	-----------

In Balance



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ACCOUNT STATEMENT

PAGE 1 OF 2

Statement Period: Dec 01, 2020 to Dec 31, 2020  
 Account Number: 09100003843

KEY PROPERTY SERVICES INC AGENT FOR  
 PEBBLE CREEK CONDOMINIUM ASSOCIATION  
 PCC RESERVES  
 7710 NE GREENWOOD DR STE 150  
 VANCOUVER, WA 98662-7904

3131/PM



**SUMMARY**

Type	Beginning Balance	Ending Balance
Analyzed Checking	82,346.43	76,887.10

**CHECKING**

Analyzed Checking - PCC Reserves - 009100003843  
 Key Property Services Inc Agent for  
 Pebble Creek Condominium Association  
 PCC Reserves

Beginning Balance	82,346.43
Deposits and Credits (1)	+3,625.00
Withdrawals, Debits & Fees (1)	-9,084.33
Checks Paid (0)	-0.00
Ending Balance	76,887.10
Average Balance	81,408.13

Date	Transaction Description	Withdrawal	Deposit
12/28	Tfr to XXXXXX3830 Key Contracting Invs 2 Pebble Creek Condomi	9,084.33	
12/30	Tfr from XXXXXX3830 Dec20 Reserve Transf Pebble Creek Condomi		3,625.00

**DEPOSITS & CREDITS**

Date	Amount
12/30	3,625.00

**WITHDRAWALS & DEBITS**

Date	Amount
12/28	9,084.33

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Statement Period: Dec 01, 2020 to Dec 31, 2020  
Account Number: 09100003843

**DAILY BALANCE**

Date	Balance	Date	Balance	Date	Balance
12/28	73,262.10	12/30	76,887.10	12/31	76,887.10