



## Holly Hills Estates Homeowners' Association

06/30/2009

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Reviewed by:  \_\_\_\_\_

Date: 7/13/09 \_\_\_\_\_

%The Management Group, Inc.  
 7710 NE Vancouver Mall Drive  
 Vancouver WA 98662

	Operating Fund	Replacement Fund	Total
<b>ASSETS</b>			
CURRENT ASSETS			
1110 Cash (Operating)	5,678.45	0.00	5,678.45
1116 Money Market (Excess Operating)	12,961.40	0.00	12,961.40
1120 Dues Receivable	7,790.96	0.00	7,790.96
1123 Allowance for Doubtful Accounts	<u>(325.02)</u>	<u>0.00</u>	<u>(325.02)</u>
TOTAL CURRENT ASSETS	26,105.79	0.00	26,105.79
CAPITAL REPLACEMENTS			
1140 Money Market	<u>0.00</u>	<u>15,556.39</u>	<u>15,556.39</u>
TOTAL CAPITAL REPLACEMENTS	0.00	15,556.39	15,556.39
<b>TOTAL ASSETS</b>	<b><u>26,105.79</u></b>	<b><u>15,556.39</u></b>	<b><u>41,662.18</u></b>
<b>LIABILITIES &amp; CAPITAL</b>			
LIABILITIES			
2243 Prepaid Dues	<u>12,983.20</u>	<u>0.00</u>	<u>12,983.20</u>
TOTAL LIABILITIES	12,983.20	0.00	12,983.20
CAPITAL			
2550 Capital Contribution	60.00	0.00	60.00
Retained Earnings	19,871.17	0.00	19,871.17
Current Earnings	(6,808.58)	0.00	(6,808.58)
Reserve Funds	<u>0.00</u>	<u>15,556.39</u>	<u>15,556.39</u>
TOTAL CAPITAL	13,122.59	15,556.39	28,678.98
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b><u>26,105.79</u></b>	<b><u>15,556.39</u></b>	<b><u>41,662.18</u></b>





%The Management Group, Inc.  
 7710 NE Vancouver Mall Drive  
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Holly Hills Estates Homeowners' Association  
 Operating Stmt of Revenues/Expenses  
 06/30/2009

	Current Actual	Current Budget	Current Variance		YTD Actual	YTD Budget	YTD Variance	Annual Budget
	0.00	5	5.00	4830	0.00	30	30.00	60
	0.00	83	83.00	4852	122.47	498	375.53	1,000
	0.00	4	4.00	4860	0.00	24	24.00	50
	2,252.62	2,430	177.38		12,278.81	14,580	2,301.19	29,170
				TOTAL OPERATING EXPENSES				
	<u>4,289.59</u>	<u>4,302</u>	<u>12.41</u>	TOTAL EXPENSES	<u>25,315.57</u>	<u>25,812</u>	<u>496.43</u>	<u>51,620</u>
				EXCESS OF REVENUES OVER EXPENSES				
	<u>(8,603.13)</u>	<u>61</u>	<u>(8,664.13)</u>	(EXPENSES OVER REVENUES)	<u>(6,808.58)</u>	<u>366</u>	<u>(7,174.58)</u>	<u>740</u>



%The Management Group, Inc.  
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Holly Hills Estates Homeowners' Association  
 Replacement Fund - Stmt of Revenue/Expense  
 06/30/2009

	Current Actual	Current Budget	Current Variance		YTD Actual	YTD Budget	YTD Variance	Annual Budget
	88,333	88,000	0,333		529,980	528,000	1,980	1,060,000
	<u>3,35</u>	<u>0</u>	<u>3,35</u>	4670 Fee Income-Reserve Transfer	<u>15,94</u>	<u>0</u>	<u>15,94</u>	<u>0</u>
				8099 Interest Income				
	<u>91,68</u>	<u>88</u>	<u>3,68</u>	<b>TOTAL REVENUES</b>	<u>545,92</u>	<u>528</u>	<u>17,92</u>	<u>1,060</u>
	<u>91,68</u>	<u>88</u>	<u>3,68</u>	<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>545,92</u>	<u>528</u>	<u>17,92</u>	<u>1,060</u>
				<b>(EXPENSES OVER REVENUES)</b>				



%The Management Group, Inc.  
7710 NE Vancouver Mall Drive  
Vancouver WA 98662

Holly Hills Estates Homeowners' Association  
Sched of Chgs in Replacement Fund Balances  
06/30/2009

	Beginning Balance	Add/Chgs to Fund	Ending Balance
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**CAPITAL REPLACEMENT FUNDS**

Reserve Funds General Reserve	15,452.12	88.33	15,540.45
Reserve Funds Receivable From Oper	(88.33)	88.33	0.00
Reserve Funds Interest Earned	<u>12.59</u>	<u>3.35</u>	<u>15.94</u>

<b>TOTAL FUNDS</b>	<u>15,376.38</u>	<u>180.01</u>	<u>15,556.39</u>
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GL Dates 01/01/1901 to 06/30/2009

Vch #	Typ	Invoice	GL Date	PO #	Ent	Account	Invoice Amt	Amount Paid	Balance
Hold	Inv Date	Due Date	PO Date	Term	Disc Date	Description	Discount	Disc Taken	
Grand Total:							0.00		

351 Holly Hills Estates

06/30/2009

GL Account	Description	Subaccount	Contact	Amount	Rate	Maturity	Investment Code	Investment Date	Notice Date
				Phone		Account	Type	Account	Balance
1115	Savings (Excess Op.)			0.00			OMM Oper. Money Market		
	US Bank Excess Operating		Commercial Customer Serv	(800) 400-4886		1-535-9519-6566	MM		0.00
1116	Money Market (Ex Op)			11,783.28	0.65%		OMM Oper. Money Market		
	First Independent		1st Indy Customer Svc	(360) 699-4372		108-121-525	ExOp		12,961.40
1140	Money Market	1141 Money Market-1		14,431.25	0.65%		CMM Capital Money Market		
	First Independent		1st Indy Customer Svc	(360) 699-4372		1-800-001-141	MM		15,556.39

351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
1110	Cash (Operating)	Beginning Balance				544.90
	RCP 00088336	RM Cash Proc Post	06/06/2009	110.00		
	RCP 00088240	Lockbox	06/08/2009	770.00		
	RCP 00088485	RM Cash Proc Post	06/08/2009	110.00		
	RCP 00088404	Lockbox	06/09/2009	268.95		
	RCP 00088568	Lockbox	06/10/2009	1,320.00		
	RCP 00088930	RM Cash Proc Post	06/10/2009	215.00		
	RCP 00088759	Lockbox	06/11/2009	348.40		
	RCP 00088878	Lockbox	06/12/2009	880.00		
	RCP 00089009	Lockbox	06/13/2009	990.00		
	RCP 00089072	Lockbox	06/16/2009	1,540.00		
	RCP 00089147	Lockbox	06/17/2009	1,210.00		
	RCP 00089218	RM Cash Proc Post	06/17/2009	410.10		
	RCP 00089257	RM Cash Proc Post	06/17/2009	235.00		
	ACK 11351-001378	Holly Hills Estates	06/18/2009		176.66	
	ACK 11351-001379	Grant & Elcock, PLLC	06/18/2009		290.00	
	ACK 11351-001380	OptimalOutsource	06/18/2009		191.04	
	ACK 11351-001381	The Management Group	06/18/2009		2,530.00	
	ACK 11351-001382	Waste Connections, I	06/18/2009		13.46	
	ACK 11351-001383	Acer Landscape Maint	06/18/2009		3,442.51	
	RCP 00089270	Lockbox	06/18/2009	110.00		
	RCP 00089292	RM Cash Proc Post	06/18/2009	235.00		
	JBR 11351-050109	Bank Reconciliation	06/19/2009		7.00	
	RCP 00089323	Lockbox	06/19/2009	440.00		
	RCP 00089437	RM Cash Proc Post	06/22/2009	220.00		
	RCP 00089446	RM Cash Proc Post	06/22/2009	110.00		
	RCP 00089560	Lockbox	06/23/2009	990.00		
	RCP 00089641	Lockbox	06/24/2009	660.00		
	RCP 00089719	RM Cash Proc Post	06/24/2009	220.00		
	ACK 11351-001384	The Management Group	06/25/2009		292.58	
	ACK 11351-001385	Aqua-Tech Backflow S	06/25/2009		50.00	
	ACK 11351-001386	JM Landscaping & Irr	06/25/2009		161.15	
	RCP 00090442	Lockbox	06/26/2009	440.00		
	RCP 00090545	RM Cash Proc Post	06/26/2009	110.00		
	RCP 00090686	Lockbox	06/29/2009	330.00		
	ACK 11351-001387	The Management Group	06/30/2009		250.00	
	ACK 11351-001388	Grant & Elcock, PLLC	06/30/2009		64.50	
	RCP 00090763	Lockbox	06/30/2009	330.00		
		Account Total		12,602.45	7,468.90	5,133.55
		Ending Balance				5,678.45
1116	Money Market (Excess Operating)	Beginning Balance				12,958.65
	JE 00006611	May interest	06/01/2009	2.75		
		Account Total		2.75	0.00	2.75
		Ending Balance				12,961.40

General Ledger  
351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
1120	Dues Receivable					
		Beginning Balance				16,502.68
	RCP 00089218	RM Cash Proc Post	06/17/2009		90.00	
	RMC 00089466	RM Credits	06/22/2009		56.11	
	RMC 00089467	RM Credits	06/22/2009		18.03	
	RMC 00089468	RM Credits	06/22/2009		973.59	
	RMC 00089469	RM Credits	06/22/2009		5,162.58	
	RMC 00089470	RM Credits	06/22/2009		464.91	
	RMC 00089471	RM Credits	06/22/2009		0.61	
	RMC 00089472	RM Credits	06/22/2009		12.61	
	RMC 00089473	RM Credits	06/22/2009		649.95	
	RMC 00089474	RM Credits	06/22/2009		138.23	
	RMC 00089475	RM Credits	06/22/2009		55.51	
	RMC 00089476	RM Credits	06/22/2009		52.80	
	RMC 00089477	RM Credits	06/22/2009		1,036.79	
	RCG 00090488	RM Charges	06/26/2009	7.24		
	RCR 00090489	RM Credits	06/26/2009		7.24	
		Account Total		7.24	8,718.96	-8,711.72
		Ending Balance				7,790.96
1123	Allowance for Doubtful Accounts					
		Beginning Balance				-270.85
	JER 00002432	Allow for Doubt Alc	06/01/2009		54.17	
		Account Total		0.00	54.17	-54.17
		Ending Balance				-325.02
1140	Money Market					
		Beginning Balance				15,376.38
		Sub Ledger Activity		180.01		
		Account Total		180.01	0.00	180.01
		Ending Balance				15,556.39
1182	Receivable From Operating					
		Beginning Balance				88.33
	JE 00006699	Rvs Recv from Oper	06/30/2009		88.33	
		Account Total		0.00	88.33	-88.33
		Ending Balance				0.00
2240	Accounts Payable					
		Beginning Balance				-2,983.48
	351-Management Fee AVC 00036572	The Management Group	06/01/2009		1,265.00	
	351-Reserve Transfer AVC 00036573	Holly Hills Estates	06/01/2009		88.33	
	l. scape maint-3347 D AVC 00036825	Acer Landscape Maint	06/02/2009		243.45	
	2621 35th Cir fr/bck AVC 00036827	Acer Landscape Maint	06/02/2009		162.30	
	Jul landscape maint. AVC 00037004	Acer Landscape Maint	06/08/2009		1,406.61	
	professional service AVC 00037032	Grant & Elcock, PLLC	06/08/2009		290.00	
	stmnt/postage AVC 00037286	OptimalOutsource	06/15/2009		191.04	
	2010-1024432 AVC 00037331	Waste Connections, I	06/15/2009		13.46	
	351-Reserve Transfer ACK 11351-001378	Holly Hills Estates	06/18/2009	88.33		

351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type	Ref #	Description	Date	Debit Amount	Credit Amount	Balance
351-Reserve Transfer	ACK	11351-001378	Holly Hills Estates	06/18/2009	88.33		
professional service	ACK	11351-001379	Grant & Elcock, PLLC	06/18/2009	290.00		
stmtnt/postage	ACK	11351-001380	OptimalOutsource	06/18/2009	191.04		
351-Management Fee	ACK	11351-001381	The Management Group	06/18/2009	1,265.00		
351-Management Fee	ACK	11351-001381	The Management Group	06/18/2009	1,265.00		
2010-1024432	ACK	11351-001382	Waste Connections, I	06/18/2009	13.46		
May landscape maint.	ACK	11351-001383	Acer Landscape Maint	06/18/2009	1,521.95		
May landscape maint.	ACK	11351-001383	Acer Landscape Maint	06/18/2009	108.20		
l.scape maint-3347 D	ACK	11351-001383	Acer Landscape Maint	06/18/2009	243.45		
2621 35th Cir fr/bck	ACK	11351-001383	Acer Landscape Maint	06/18/2009	162.30		
Jul landscape maint.	ACK	11351-001383	Acer Landscape Maint	06/18/2009	1,406.61		
backflow device cert	AVC	00037666	Aqua-Tech Backflow S	06/22/2009		50.00	
assoc'n cnsltng-waive	AVC	00037771	The Management Group	06/22/2009	46.67		
May services	AVC	00037772	The Management Group	06/22/2009		46.67	
May services	AVC	00037772	The Management Group	06/22/2009		292.58	
backflow tests	AVC	00037864	JM Landscaping & Irr	06/24/2009		161.15	
assoc'n cnsltng-waive	ACK	11351-001384	The Management Group	06/25/2009		46.67	
May services	ACK	11351-001384	The Management Group	06/25/2009	46.67		
May services	ACK	11351-001384	The Management Group	06/25/2009	292.58		
backflow device cert	ACK	11351-001385	Aqua-Tech Backflow S	06/25/2009	50.00		
backflow tests	ACK	11351-001386	JM Landscaping & Irr	06/25/2009	161.15		
profes. services	AVC	00038046	Grant & Elcock, PLLC	06/26/2009		64.50	
June Title Fees	ACK	11351-001387	The Management Group	06/30/2009	250.00		
profes. services	ACK	11351-001388	Grant & Elcock, PLLC	06/30/2009	64.50		
June Title Fees	AVC	00038101	The Management Group	06/30/2009		250.00	
Account Total					7,555.24	4,571.76	2,983.48
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Ending Balance							0.00
2243	Prepaid Dues		Beginning Balance				-662.52
	RCP	00088336	RM Cash Proc Post	06/06/2009		110.00	
	RCP	00088240	Lockbox	06/08/2009		770.00	
	RCP	00088485	RM Cash Proc Post	06/08/2009		110.00	
	RCP	00088404	Lockbox	06/09/2009		268.95	
	RCP	00088568	Lockbox	06/10/2009		1,320.00	
	RCP	00088930	RM Cash Proc Post	06/10/2009		215.00	
	RCP	00088759	Lockbox	06/11/2009		348.40	
	RCP	00088878	Lockbox	06/12/2009		880.00	
	RCP	00089009	Lockbox	06/13/2009		990.00	
	RCP	00089072	Lockbox	06/16/2009		1,540.00	
	RCP	00089147	Lockbox	06/17/2009		1,210.00	
	RCP	00089218	RM Cash Proc Post	06/17/2009		320.10	
	RCP	00089257	RM Cash Proc Post	06/17/2009		110.00	
	RCP	00089270	Lockbox	06/18/2009		110.00	
	RCP	00089292	RM Cash Proc Post	06/18/2009		110.00	
	RCP	00089323	Lockbox	06/19/2009		440.00	
	RCR	00089373	RM Credits	06/19/2009		256.37	
	RCR	00089374	RM Credits	06/19/2009		780.42	

351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
	RCR 00089375	RM Credits	06/19/2009		17.56	
	RCR 00089376	RM Credits	06/19/2009		40.70	
	RCR 00089377	RM Credits	06/19/2009		199.22	
	RCR 00089378	RM Credits	06/19/2009		649.95	
	RCR 00089379	RM Credits	06/19/2009		12.61	
	RCR 00089380	RM Credits	06/19/2009		40.66	
	RCR 00089381	RM Credits	06/19/2009		3,128.83	
	RCR 00089382	RM Credits	06/19/2009		2,498.66	
	RCR 00089383	RM Credits	06/19/2009		973.59	
	RCR 00089384	RM Credits	06/19/2009		7.24	
	RCR 00089385	RM Credits	06/19/2009		30.13	
	RCR 00089386	RM Credits	06/19/2009		44.01	
	RCP 00089437	RM Cash Proc Post	06/22/2009		220.00	
	RCP 00089446	RM Cash Proc Post	06/22/2009		110.00	
	RMC 00089466	RM Credits	06/22/2009	56.11		
	RMC 00089467	RM Credits	06/22/2009	18.03		
	RMC 00089468	RM Credits	06/22/2009	973.59		
	RMC 00089469	RM Credits	06/22/2009	5,162.58		
	RMC 00089470	RM Credits	06/22/2009	464.91		
	RMC 00089471	RM Credits	06/22/2009	0.61		
	RMC 00089472	RM Credits	06/22/2009	12.61		
	RMC 00089473	RM Credits	06/22/2009	649.95		
	RMC 00089474	RM Credits	06/22/2009	138.23		
	RMC 00089475	RM Credits	06/22/2009	55.51		
	RMC 00089476	RM Credits	06/22/2009	52.80		
	RMC 00089477	RM Credits	06/22/2009	1,036.79		
	RCP 00089560	Lockbox	06/23/2009		990.00	
	RCP 00089641	Lockbox	06/24/2009		660.00	
	RCP 00089719	RM Cash Proc Post	06/24/2009		220.00	
	RCP 00090442	Lockbox	06/26/2009		440.00	
	RCP 00090545	RM Cash Proc Post	06/26/2009		110.00	
	RCP 00090686	Lockbox	06/29/2009		330.00	
	RCP 00090763	Lockbox	06/30/2009		330.00	
		Account Total		8,621.72	20,942.40	-12,320.68
		Ending Balance				-12,983.20
2250	Prebilled Liability	Beginning Balance				-4,363.66
	JE 00006698	Alloc PreBilled Liab 06/30/2009		4,363.66		
		Account Total		4,363.66	0.00	4,363.66
		Ending Balance				0.00
2550	Capital Contribution	Beginning Balance				-60.00
		Ending Balance				-60.00
2690	Reserve Funds	Beginning Balance				-15,363.79

General Ledger  
351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
		Sub Ledger Activity			176.66	
		Account Total		0.00	176.66	-176.66
		Ending Balance				-15,540.45
2710		Retained Earnings Op				Beginning Balance
						-19,871.17
		Ending Balance				-19,871.17
2720		Retained Earnings RR				Beginning Balance
						-88.33
	JE 00006701	Rvs Recv from Oper	06/30/2009		88.33	
	JE 00006702	Rvs Recv from Oper	06/30/2009	176.66		
		Account Total		176.66	88.33	88.33
		Ending Balance				0.00
3110		Fee Income				Beginning Balance
						-21,816.34
	JE 00006698	Alloc PreBilled Liab	06/30/2009		4,363.66	
		Account Total		0.00	4,363.66	-4,363.66
		Ending Balance				-26,180.00
3300		Late Fee/NSF Charges				Beginning Balance
						-814.34
	RCR 00089373	RM Credits	06/19/2009	256.37		
	RCR 00089374	RM Credits	06/19/2009	780.42		
	RCR 00089375	RM Credits	06/19/2009	17.56		
	RCR 00089376	RM Credits	06/19/2009	40.70		
	RCR 00089377	RM Credits	06/19/2009	199.22		
	RCR 00089378	RM Credits	06/19/2009	649.95		
	RCR 00089379	RM Credits	06/19/2009	12.61		
	RCR 00089380	RM Credits	06/19/2009	40.66		
	RCR 00089381	RM Credits	06/19/2009	3,128.83		
	RCR 00089382	RM Credits	06/19/2009	2,498.66		
	RCR 00089383	RM Credits	06/19/2009	973.59		
	RCR 00089384	RM Credits	06/19/2009	7.24		
	RCR 00089385	RM Credits	06/19/2009	30.13		
	RCR 00089386	RM Credits	06/19/2009	44.01		
	RCG 00090488	RM Charges	06/26/2009		7.24	
	RCR 00090489	RM Credits	06/26/2009	7.24		
		Account Total		8,687.19	7.24	8,679.95
		Ending Balance				7,865.61
3415		Interest Income Operating				Beginning Balance
						-9.85
	JE 00006611	May interest	06/01/2009		2.75	

General Ledger  
351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
		Account Total		0.00	2.75	-2.75
		Ending Balance				-12.60
3420		Other Income				
		Beginning Balance				-180.00
		Ending Balance				-180.00
3470		Title Fee Pass-Thru				
		Beginning Balance				0.00
	RCP 00089257	RM Cash Proc Post	06/17/2009		125.00	
	RCP 00089292	RM Cash Proc Post	06/18/2009		125.00	
	June Title Fees	AVC 00038101	The Management Group	06/30/2009	250.00	
		Account Total		250.00	250.00	0.00
		Ending Balance				0.00
4100		Common Area Maintenance				
		Beginning Balance				283.96
	2010-1024432	AVC 00037331	Waste Connections, I	06/15/2009	13.46	
		Account Total		13.46	0.00	13.46
		Ending Balance				297.42
4110		Fences				
		Beginning Balance				355.67
		Ending Balance				355.67
4160		Landscape Maintenance				
		Beginning Balance				7,269.23
	Jul landscape maint.	AVC 00037004	Acer Landscape Maint	06/08/2009	1,406.61	
		Account Total		1,406.61	0.00	1,406.61
		Ending Balance				8,675.84
4165		Landscape Improvements				
		Beginning Balance				204.32
	l.scape maint-3347 D	AVC 00036825	Acer Landscape Maint	06/02/2009	243.45	
	2621 35th Cir fr/bck	AVC 00036827	Acer Landscape Maint	06/02/2009	162.30	
		Account Total		405.75	0.00	405.75
		Ending Balance				610.07
4175		Irrigation Repairs				
		Beginning Balance				0.00
	backflow device cert	AVC 00037666	Aqua-Tech Backflow S	06/22/2009	50.00	
	backflow tests	AVC 00037864	JM Landscaping & Irr	06/24/2009	161.15	
		Account Total		211.15	0.00	211.15
		Ending Balance				211.15
4187		Sign Repair				
		Beginning Balance				2,876.61

General Ledger  
351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
		Ending Balance				2,876.61
4197		Contingencies				
		Beginning Balance				10.00
		Ending Balance				10.00
4550		Management Fees				
		Beginning Balance				6,410.00
	351-Management Fee AVC 00036572	The Management Group	06/01/2009	1,265.00		
	assc'n cnsltng-waive AVC 00037771	The Management Group	06/22/2009		46.67	
	May services AVC 00037772	The Management Group	06/22/2009	46.67		
		Account Total		1,311.67	46.67	1,265.00
		Ending Balance				7,675.00
4625		Insurance				
		Beginning Balance				1,081.25
		Ending Balance				1,081.25
4630		Legal				
		Beginning Balance				405.00
	professional service AVC 00037032	Grant & Elcock, PLLC	06/08/2009	290.00		
	profes. services AVC 00038046	Grant & Elcock, PLLC	06/26/2009	64.50		
		Account Total		354.50	0.00	354.50
		Ending Balance				759.50
4633		Tax Return Preparation				
		Beginning Balance				325.00
		Ending Balance				325.00
4660		Bank Charges				
		Beginning Balance				30.00
	JBR 11351-050109	Bank Reconciliation	06/19/2009	7.00		
		Account Total		7.00	0.00	7.00
		Ending Balance				37.00
4670		Reserve Transfer				
		Beginning Balance				441.65
	351-Reserve Transfer AVC 00036573	Holly Hills Estates	06/01/2009	88.33		
		Account Total		88.33	0.00	88.33
		Ending Balance				529.98
4710		Office Supplies				
		Beginning Balance				834.99
	stmnt/postage AVC 00037286	OptimalOutsource	06/15/2009	191.04		
	May services AVC 00037772	The Management Group	06/22/2009	292.58		

General Ledger  
351 Holly Hills Estates  
For Dates 06/01/2009 To 06/30/2009

For All Accounts

Account	Type Ref #	Description	Date	Debit Amount	Credit Amount	Balance
		Account Total		483.62	0.00	483.62
		Ending Balance				1,318.61
4714		Community Function Expense				
		Beginning Balance				44.16
		Ending Balance				44.16
4750		Licenses and Fees				
		Beginning Balance				10.00
		Ending Balance				10.00
4755		Bad Debt Expense				
		Beginning Balance				321.67
	JER 00002432	Allow for Doubt Alc	06/01/2009	54.17		
		Account Total		54.17	0.00	54.17
		Ending Balance				375.84
4852		Water				
		Beginning Balance				122.47
		Ending Balance				122.47
8099		Interest Income Reserves				
		Beginning Balance				-12.59
	JE 00006611	May interest	06/01/2009		3.35	
		Account Total		0.00	3.35	-3.35
		Ending Balance				-15.94
		Entity Totals		46,783.18	46,783.18	0.00



JUN 09 2009

# Invoice

7 Rancho Circle  
Lake Forest, CA 92630-8324

Date	Invoice #
5/31/2009	RB0109

<b>Bill To</b>
The Management Group 7710 NE Vancouver Mall Drive Vancouver, WA 98662

<b>Ship To</b>
The Management Group 7710 NE Vancouver Mall Drive Vancouver, WA 98662

P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via
Denise Dunkle	Net 30	6/30/2009	TNM	5/31/2009	US Mail

Quantity	Description	Price Each	Amount
199	Holly Hills Statement Only	0.59	117.41
199	Postage - 1 ounce	0.37	73.63
199		0.00	0.00
199		0.00	0.00

POSTED  
PAID  
JUN 18 2009  
6/11/09  
351  
4710

<b>Subtotal</b>	\$191.04
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$191.04

Phone #	Fax #
949.916.3700	949.916.3737

Web Site
www.optimaloutsource.com

# Invoice

Invoice Number:  
2588

Invoice Date:  
5/27/09

Page:  
1

Acer Landscaping Inc  
P O Box 1375  
Brush Prairie, Wa 98606

Voice: 360 687-0977  
Fax:

### Sold To:

TMG  
15350 SW Sequoia Parkway,  
Suite 200  
Portland, OR 97224

MAY 29 2009

Customer ID:TMG

*C/O Pam Wathen*

	<b>Payment Terms</b>		<b>Due Date</b>
	Net 30 Days		6/26/09

Description	Amount
Landscape maintenance for Long yard @ 3347 Dahlia. <span style="float:right">Cut</span>	75.00
down & remove dead Pampass grass clump from front, rake cut grass in front.	
Back yard mow & rake 1.5 hours	75.00
Backyard, cleanup of bed areas.	75.00
Does not include debris cleanup	
Thank You.	

POSTED

*For Holly Hills Estates*

PAID  
JUN 18 2009

APPROVED  
Date 6-2-09 Entry 351  
Mgr. pamw GR 4165

Subtotal	225.00
Sales Tax	18.45
<b>Total Invoice Amount</b>	<b>243.45</b>

# Invoice

Invoice Number:  
2587

Invoice Date:  
5/27/09

Page:  
1

Acer Landscaping Inc  
P O Box 1375  
Brush Prairie, Wa 98606

Voice: 360 687-0977  
Fax:

**Sold To:**

TMG  
15350 SW Sequoia Parkway,  
Suite 200  
Portland, OR 97224

MAY 29 2009

Customer ID:TMG

*C10 Pam Wathen*

	<b>Payment Terms</b>		<b>Due Date</b>
	Net 30 Days		6/26/09

Description	Amount
Invoicing seperate for Holly Hills estates for Long yard @ 2621 35th Circle. front & back Includes disposal Thank You.  <div style="text-align: center;"> <p>PAID</p> <p>JUN 18 2009</p> <p><i>For Holly Hills Estates</i></p> <p>POSTED</p> <p>APPROVED</p> <p>Date <u>6-2-09</u> Entry <u>351</u></p> <p>Mgt. <u>pamw</u> GI <u>4165</u></p> </div>	150.00

Subtotal	150.00
Sales Tax	12.30
<b>Total Invoice Amount</b>	<b>162.30</b>

# Invoice

Invoice Number:  
2586

Acer Landscaping Inc  
P O Box 1375  
Brush Prairie, Wa 98606

Invoice Date:  
5/27/09

Voice: 360 687-0977  
Fax:

Page:  
1

Sold To:  
TMG *c/o pam wathen*  
15350 SW Sequoia Parkway,  
Suite 200  
Portland, OR 97224

MAY 29 2009

Customer ID: TMG

*ACER LL 960L2 UBI 601 672 525*

	<b>Payment Terms</b>	<b>Due Date</b>
	Net 30 Days	6/26/09

Description	Amount
Landscape maintenance for Holly Hills estates July 2009	* 1,406.61
Past due amount for June 09 on invoice 2564	1,506.61
Thank You.	\$ 1,630.15

**PAID**  
JUN 18 2009

POSTED

6/5/09 35/4160  
BHW

*postex 5/7 bet unpaid 35 → 5/31/09*

Subtotal	2,913.22
Sales Tax	238.88
<b>Total Invoice Amount</b>	<b>3,152.10</b>

Acer Landscaping Inc  
 P O Box 1375  
 Brush Prairie, Wa 98606

**Invoice**  
 Invoice Number:  
 2564

Invoice Date:  
 4/30/09

MAY 04 2009

Voice: 360 687-0977  
 Fax:

Page:  
 1

**Sold To:**

TMG  
 15350 SW Sequoia Parkway,  
 Suite 200 C/O Pam Wathen  
 Portland, OR 97224

Customer ID: TMG

ACERLL960L2	Payment Terms	Due Date
UB7 601672525	Net 30 Days	5/30/09

Description	Amount
Landscape maintenance for May 2009 Holly Hills Estates	1,406.61
Lawn seed materials authorized April 11th	100.00
Thank You.	
<p>4160 - 1521.95</p> <p>4165 - 108.20</p> <p><i>(Handwritten initials in a circle)</i></p>	
<p>PAID</p> <p>JUN 18 2009</p> <p>POSTED</p> <p>APPROVED</p> <p><i>(Handwritten initials in a circle)</i></p> <p>357</p> <p>4160/4165</p>	

Subtotal 1,506.61  
 Sales Tax 123.54  
 Total Invoice Amount 1,630.15

The Management Group, Inc.  
 7710-A NE Vancouver Mall Drive  
 Vancouver, WA 98662

# Invoice

Date	Invoice #
5/31/2009	37813

Bill To
Holly Hills Estates HOA

P.O. No.	Terms	Project
May services	Due on receipt	

Quantity	Description	Rate	Amount
	Association Consulting - hours per contract - <i>waved - see credit memo 37910</i>	46.67	46.67
	ACH Transmission fee	20.50	20.50
	Assoc. file storage fees	6.00	6.00
	Associations - faxed documents	4.50	4.50
		0.00	0.00
	Monthly Supply Charges	51.00	51.00
	Monthly Copy Charges	93.00	93.00
	Monthly Postage Use	117.58	117.58
<p><b>POSTED</b></p> <p>4550 - <del>\$</del> 46.67 PAID</p> <p>4710 - <del>\$</del> 292.58 JUN 25 2009</p>			
<p>APPROVED</p> <p>Property: <u>351</u></p> <p>Posted by: _____ Approved by: <u>(RB)</u></p> <p>Date Approved: <u>6/19/09</u></p> <p>GL# _____</p>			
<b>Total</b>			\$339.25

The Management Group, Inc.  
 7710-A NE Vancouver Mall Drive  
 Vancouver, WA 98662

# Credit Memo

DATE	CREDIT NO.
6/1/2009	37910

<b>CUSTOMER</b>
Holly Hills Estates HOA

P.O. NO.	PROJECT

DESCRIPTION	QTY	RATE	AMOUNT
Association Consulting - hours per contract waived per manager, inv.37813, May 2009		46.67	-46.67

POSTED

PAID  
 JUN 25 2009

APPROVED	
Property: _____	351
Posted by: _____	Approved by: (RB)
Date Approved: 6/19/09	
GL# 4550	

<b>Subtotal</b>	\$-46.67
<b>Sales Tax (8.2%)</b>	\$0.00
<b>Total</b>	\$-46.67

**AQUA-TECH BACKFLOW SERVICES**  
 14655 N.E. Russell Court • Portland, OR 97230  
 (503) 251-1683

**INVOICE**

JUN 01 2009

NAME <u>Holly Hills / TmG</u>			DATE <u>5/28/09</u>
ADDRESS <u>2715 NW 37th Ave</u>			PERSON CONTACTED
CITY <u>Camas</u>	STATE <u>WA</u>	ZIP	PH #
BILL TO: <u>TmG</u>			WATER DISTRICT <u>Camas</u>
ADDRESS			

BACKFLOW DEVICE CERTIFICATION

<u>1 1/4</u>	<u>Watts 007m/dt</u>	<u>30</u>	<u>00</u>
<u>1 1/4</u>	<u>Watts 007m/dt</u>	<u>20</u>	<u>00</u>
WATER PURVEYORS COPY OF TEST REPORT WILL NOT BE SENT UNTIL PAYMENT IS RECEIVED.			
Signature	TOTAL	<u>50</u>	<u>00</u>

PAID  
 JUN 25 2009

APPROVED  
 Date 6-9-09 Enith 351  
 Mgr. pamw G/L 4175

# INVOICE

## Grant & Elcock, PLLC

Attorneys and Counselors at Law  
1101 Broadway, Suite 250  
Vancouver, WA 98660  
(360) 694-8488 Fax (360) 694-8688

DATE 6/12/2009

INVOICE # 8772

TERMS Due on receipt

ATTORNEY DGG

JUN 25 2009

### BILL TO

Holly Hills Estates HOA  
c/o The Management Group  
15350 SW Sequoia Parkway, #200  
Portland, OR 97224

### REFERENCE

Estates HOA General Business

DATE	ITEM	DESCRIPTION	COST/TIME	RATE	AMOUNT
5/20/2009	DGG	Prepare draft letter to TMG re collection issues; e-mail draft to Marie Page.	0.3	215.00	64.50
5/22/2009	DGG	Finalize letter to TMG re collections issues (NO CHARGE)	0.2	0.00	0.00
6/8/2009	DGG	Telephone conference with Kirstin (The Management Group) re correction of statements; e-mail to Marie Page (NO CHARGE)	0.2	0.00	0.00

POSTED

PAID  
JUN 30 2009

6/25/09  
BRU  
351  
4630

Thank you for the opportunity to be of service.  
Payments received after the statement date will appear on your next statement.  
Interest of 1% per month after 30 days will be added to past due amounts.  
Payments received, or funds transferred from our Trust Account and applied to your bill, will appear on your next statement.

PLEASE NOTE INVOICE NUMBER ON YOUR CHECK.

**Total** \$64.50

**Payments/Credits** \$0.00

**Balance Due** \$64.50



WASTE CONNECTIONS  
VANCOUVER DISTRICT  
9411 NE 94TH AVE  
VANCOUVER WA 98662-2029  
DISTRICT NO - 2010

ACCOUNT NO. 2010-1024432  
INVOICE NO. 7414335  
STATEMENT DATE 06/01/09  
DUE DATE 06/30/09  
BILLING PERIOD 05/01/09 - 06/30/09

JUN 0 8 2009

HOLLY HILLS OWNERS ASSOCIATION  
C/S MGMT GROUP INC  
15350 SW SEQUIA PARKWY #200  
PORTLAND OR 97224-7173

FOR ASSISTANCE  
Office (360) 892-5370  
Toll Free (866) 892-9269

INVOICE STATEMENT

Date	Description	Amount
	Previous Balance	\$ 13.46
04/22/09	Payment Thank You! Total Payments And Credits	1371 \$ 13.46- \$ 13.46-
06/30/09	Service Location Acct #1024432 Yard Debris Svc-Bimthly 05/01/09-06/30/09 Current Charges And Fees	Holly Hills Owners A Nw 34Th Cir, 2715 1 @ \$13.46 \$ 13.46 \$ 13.46
	Total Due	\$ 13.46

PAID JUN 18 2009  
RECEIVED

The only holidays your garbage and recycling drivers do not work are Thanksgiving, Christmas Day, and New Years Day. Regular service remains for Memorial Day, Independence Day and Labor Day. Please put your garbage and recycling out on your normal day for these holidays.

6/11/09  
PW  
35/  
4100

Please remit to the address below and return your remit stub with your payment or look on the reverse side to learn about on-line bill pay.