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**Balance Sheet Report**  
**KAS2503 - Discovery Bay**  
As of February 28, 2022

	<u>Balance Feb 28, 2022</u>	<u>Balance Jan 31, 2022</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Operating Funds</b>			
1000 - Bank - Operating Account	233,124.16	199,951.69	33,172.47
1005 - Bank - Shares	51.21	51.21	0.00
1220 - Petty Cash - Strata Administered	200.00	200.00	0.00
<b>Total Operating Funds</b>	<b>233,375.37</b>	<b>200,202.90</b>	<b>33,172.47</b>
<b>Reserve Funds</b>			
1226 - HSBC SL Deck Replacement	17,710.91	17,708.60	2.31
1300 - HSBC CRF - 1002	240,670.73	227,383.58	13,287.15
1350 - Blueshore CRF GIC - A	24,196.57	24,196.57	0.00
1351 - 1351 - Blueshore CRF GIC - B	71,878.97	71,878.97	0.00
1353 - Blueshore CRF GIC - D	42,338.71	42,338.71	0.00
1354 - Blueshore CRF GIC - B	76,027.82	76,027.82	0.00
1375 - ENVSN SL - Deck Rpl. GIC - F	12,257.18	12,257.18	0.00
1451 - HSBC RSV - Settlement - 1008	151,087.98	151,068.28	19.70
1455 - HSBC RSV - Deck Replacement	12,228.94	12,227.35	1.59
<b>Total Reserve Funds</b>	<b>648,397.81</b>	<b>635,087.06</b>	<b>13,310.75</b>
<b>Accounts Receivable</b>			
1500 - Accounts Receivable	31,087.98	28,102.28	2,985.70
1525 - Accounts Receivable Other	14.25	14.25	0.00
<b>Total Accounts Receivable</b>	<b>31,102.23</b>	<b>28,116.53</b>	<b>2,985.70</b>
<b>Prepaid Expenses</b>			
1600 - Prepaid Insurance	243,786.00	274,259.25	(30,473.25)
<b>Total Prepaid Expenses</b>	<b>243,786.00</b>	<b>274,259.25</b>	<b>(30,473.25)</b>

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	<u>Balance Feb 28, 2022</u>	<u>Balance Jan 31, 2022</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Other Current Assets</b>			
1710 - Deferred Expenses Recreational	6,374.61	3,187.30	3,187.31
<b>Total Other Current Assets</b>	<b>6,374.61</b>	<b>3,187.30</b>	<b>3,187.31</b>
<b>Total Assets</b>	<b>1,163,036.02</b>	<b>1,140,853.04</b>	<b>22,182.98</b>
<b><u>Liabilities</u></b>			
<b>Accounts Payable</b>			
2010 - Delinquency Fee Payable	52.50	0.00	52.50
2045 - Contractor Holdback	4,999.95	4,999.95	0.00
<b>Total Accounts Payable</b>	<b>5,052.45</b>	<b>4,999.95</b>	<b>52.50</b>
<b>Accrued Expenses</b>			
2395 - Other Accrued Expenses	43,093.08	37,042.68	6,050.40
2400 - Accrued Payroll Payable	11,272.88	5,636.44	5,636.44
<b>Total Accrued Expenses</b>	<b>54,365.96</b>	<b>42,679.12</b>	<b>11,686.84</b>
<b>Prepaid Assessments</b>			
2550 - Prepaid Strata Fees / Contributions	139,079.02	144,462.94	(5,383.92)
2595 - Deferred Revenue	8,400.00	11,150.00	(2,750.00)
<b>Total Prepaid Assessments</b>	<b>147,479.02</b>	<b>155,612.94</b>	<b>(8,133.92)</b>
<b>Total Liabilities</b>	<b>206,897.43</b>	<b>203,292.01</b>	<b>3,605.42</b>

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	<u>Balance Feb 28, 2022</u>	<u>Balance Jan 31, 2022</u>	<u>Change</u>
<b><u>Owners' Equity</u></b>			
<b>Owners Equity - Prior Years</b>			
3000 - Operating Surplus/(Deficit) Prior Years	188,432.26	188,432.26	0.00
<b>Total Owners Equity - Prior Years</b>	<b>188,432.26</b>	<b>188,432.26</b>	<b>0.00</b>
<b>Capital Reserves</b>			
3140 - Deck Reserves	12,228.94	12,227.35	1.59
3244 - Settlement Reserves	146,087.99	146,068.29	19.70
<b>Total Capital Reserves</b>	<b>158,316.93</b>	<b>158,295.64</b>	<b>21.29</b>
<b>Contingency Reserve</b>			
3460 - Contingency Reserve Fund - General	455,112.80	441,825.65	13,287.15
<b>Total Contingency Reserve</b>	<b>455,112.80</b>	<b>441,825.65</b>	<b>13,287.15</b>
<b>Special Levy Reserve</b>			
3501 - Special Levy Deck Replacement	29,968.09	29,965.78	2.31
<b>Total Special Levy Reserve</b>	<b>29,968.09</b>	<b>29,965.78</b>	<b>2.31</b>
<b>Total Owners' Equity</b>	<b>831,830.08</b>	<b>818,519.33</b>	<b>13,310.75</b>
<b>Income / (Loss)</b>	<b>124,308.51</b>	<b>119,041.70</b>	<b>5,266.81</b>
<b>Total Liabilities and Owner Equity</b>	<b>1,163,036.02</b>	<b>1,140,853.04</b>	<b>22,182.98</b>

**Statement of Operations**  
**KAS2503 - Discovery Bay**  
For the Month Ending February 28, 2022

	<u>Current Actual</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>YTD - Budget</u>
<b><u>Income</u></b>				
<b>Assessment Income</b>				
4000 - Owners' Contributions	133,697.06	1,203,273.42	1,604,366.40	75%
4035 - Boat Berth	0.00	57,200.00	58,000.00	99%
4100 - Recovery - Gas	1,503.55	13,531.95	25,000.00	54%
<b>Total Assessment Income</b>	<b>135,200.61</b>	<b>1,274,005.37</b>	<b>1,687,366.40</b>	<b>76%</b>
<b>User Fee Income</b>				
4225 - Fobs/Keys/Remotes Fees	0.00	9,410.00	7,000.00	134%
4240 - Move-In & Out Fees	0.00	3,400.00	5,000.00	68%
<b>Total User Fee Income</b>	<b>0.00</b>	<b>12,810.00</b>	<b>12,000.00</b>	<b>107%</b>
<b>Rental Income</b>				
4400 - Room Rental Fees	0.00	0.00	500.00	0%
4405 - Rental User Fee	2,750.00	23,800.00	28,000.00	85%
<b>Total Rental Income</b>	<b>2,750.00</b>	<b>23,800.00</b>	<b>28,500.00</b>	<b>84%</b>
<b>Collections Income</b>				
4710 - Late Fees & Interest	109.74	1,317.64	0.00	0%
<b>Total Collections Income</b>	<b>109.74</b>	<b>1,317.64</b>	<b>0.00</b>	<b>0%</b>
<b>Other Income</b>				
4810 - Bylaw Fines	(200.00)	12,250.00	0.00	0%
4820 - Insurance Recovery	0.00	1,422.48	0.00	0%
<b>Total Other Income</b>	<b>(200.00)</b>	<b>13,672.48</b>	<b>0.00</b>	<b>0%</b>
<b>Investment Income</b>				
4900 - Interest Income - Operating	39.34	672.33	700.00	96%
<b>Total Investment Income</b>	<b>39.34</b>	<b>672.33</b>	<b>700.00</b>	<b>96%</b>
<b>Total Income</b>	<b>137,899.69</b>	<b>1,326,277.82</b>	<b>1,728,566.40</b>	<b>77%</b>
<b><u>Expense</u></b>				
<b>Administrative</b>				
5002 - Statutory Review of Trust Accounts	0.00	577.50	620.00	93%
5015 - Bank Services	37.00	281.00	360.00	78%
5090 - Office Expenses	284.02	2,260.66	4,000.00	57%
5195 - Miscellaneous Expenses	361.03	2,162.37	2,500.00	86%
5198 - Additional Services	52.50	2,106.17	4,000.00	53%
<b>Total Administrative</b>	<b>734.55</b>	<b>7,387.70</b>	<b>11,480.00</b>	<b>64%</b>
<b>Communications</b>				
5205 - Social Activities	0.00	0.00	1,000.00	0%
5210 - Postage/Printing & Copying	219.25	5,323.39	5,000.00	106%
<b>Total Communications</b>	<b>219.25</b>	<b>5,323.39</b>	<b>6,000.00</b>	<b>89%</b>

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	<u>Current Actual</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>YTD - Budget</u>
<b><u>Expense</u></b>				
<b>Payroll &amp; Benefits</b>				
5316 - Caretaker Salaries	10,477.00	94,615.68	128,000.00	74%
5317 - Assistant Caretaker Salaries	0.00	300.00	2,500.00	12%
5330 - Health Benefits	364.84	3,303.20	4,200.00	79%
5390 - Worksafe BC	622.60	622.60	1,300.00	48%
5399 - CPP/EI	795.88	6,298.75	8,250.00	76%
<b>Total Payroll &amp; Benefits</b>	<b>12,260.32</b>	<b>105,140.23</b>	<b>144,250.00</b>	<b>73%</b>
<b>Insurance</b>				
5400 - Insurance Premiums	30,473.25	256,511.75	360,000.00	71%
<b>Total Insurance</b>	<b>30,473.25</b>	<b>256,511.75</b>	<b>360,000.00</b>	<b>71%</b>
<b>Utilities</b>				
6000 - Electric Service	9,773.00	120,436.37	162,750.00	74%
6005 - Gas Service	23,074.35	127,505.69	136,000.00	94%
6025 - Water & Sewer Service	6,308.58	67,578.15	90,000.00	75%
6035 - Garbage and Recycling Service	2,645.91	22,425.53	36,709.20	61%
6045 - Cable Service	0.00	830.79	2,500.00	33%
6050 - Telephone Service	222.25	1,649.68	2,000.00	82%
<b>Total Utilities</b>	<b>42,024.09</b>	<b>340,426.21</b>	<b>429,959.20</b>	<b>79%</b>
<b>Landscaping</b>				
6100 - Grounds & Landscaping	0.00	13,670.40	25,000.00	55%
<b>Total Landscaping</b>	<b>0.00</b>	<b>13,670.40</b>	<b>25,000.00</b>	<b>55%</b>
<b>Irrigation</b>				
6200 - Irrigation Repair & Maintenance	0.00	1,402.80	2,500.00	56%
<b>Total Irrigation</b>	<b>0.00</b>	<b>1,402.80</b>	<b>2,500.00</b>	<b>56%</b>
<b>Contracted Services</b>				
6403 - Carpet Cleaning	0.00	0.00	5,000.00	0%
6405 - Enterphone	0.00	236.62	1,000.00	24%
6408 - Elevator Services	1,112.49	10,325.61	23,000.00	45%
6412 - Building Exterior Services	0.00	0.00	5,000.00	0%
6430 - Janitorial Services	4,777.50	42,420.00	60,000.00	71%
6434 - Pest Control	189.00	1,590.75	3,000.00	53%
6440 - Safety & Security	8,902.95	75,946.29	120,000.00	63%
6441 - Alarm Monitoring	1,023.90	3,553.66	3,200.00	111%
<b>Total Contracted Services</b>	<b>16,005.84</b>	<b>134,072.93</b>	<b>220,200.00</b>	<b>61%</b>
<b>Repair &amp; Maintenance</b>				
6515 - Interior Building Repair & Maintenance	0.00	2,914.84	5,000.00	58%
6537 - Duct / Vent Cleaning	0.00	0.00	5,000.00	0%
6540 - Driveway/Parking Repair & Maintenance	0.00	0.00	6,000.00	0%
6565 - Fire Protection Repair & Maintenance	177.45	8,338.21	15,000.00	56%
6570 - Fitness Equipment Repair & Maintenance	0.00	0.00	1,000.00	0%

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<b><u>Expense</u></b>				
<b>Repair &amp; Maintenance</b>				
6594 - Garage Gate Maintenance	(4,178.48)	6,114.95	5,000.00	122%
6600 - General Repair & Maintenance	12,233.38	70,218.74	70,000.00	100%
6625 - HVAC Supplies/Repair & Maintenance	379.58	14,969.73	45,000.00	33%
6640 - Lighting Supplies/Repair & Maintenance	0.00	0.00	6,000.00	0%
6645 - Locks & Keys Repair & Maintenance	0.00	95.20	2,000.00	5%
6660 - Boat Berth Repair & Maintenance	0.00	45,090.46	62,920.00	72%
6680 - Painting Services & Supplies	343.80	947.93	1,500.00	63%
6700 - Pool & Spa Supplies/Repair & Maintenance	3,587.82	13,506.66	28,000.00	48%
6702 - Pool/Spa Chemicals	475.96	3,715.66	6,000.00	62%
6710 - Recreational/Pro Facility	0.00	739.03	2,500.00	30%
6725 - Roof Repair & Maintenance	0.00	0.00	4,000.00	0%
6780 - Window Cleaning & Repair & Maintenance	0.00	338.18	22,000.00	2%
6790 - Telephone/Enterphone Repair & Maintenance	0.00	226.91	1,650.00	14%
6794 - Improvements	0.00	0.00	10,304.00	0%
6795 - Other Supplies/Repair & Maintenance	89.97	895.74	4,500.00	20%
<b>Total Repair &amp; Maintenance</b>	<b>13,109.48</b>	<b>168,112.24</b>	<b>303,374.00</b>	<b>55%</b>
<b>Professional Services</b>				
7000 - Corporation Tax Return	0.00	630.00	630.00	100%
7020 - Legal Services	0.00	9,036.76	10,000.00	90%
7040 - Management Fees	4,548.60	40,937.40	54,583.20	75%
7095 - Other Professional Services	0.00	0.00	1,500.00	0%
<b>Total Professional Services</b>	<b>4,548.60</b>	<b>50,604.16</b>	<b>66,713.20</b>	<b>76%</b>
<b>Reserve Expenses</b>				
9834 - Contingency Reserve Fund	13,257.50	119,317.50	159,090.00	75%
<b>Total Reserve Expenses</b>	<b>13,257.50</b>	<b>119,317.50</b>	<b>159,090.00</b>	<b>75%</b>
<b>Total Expense</b>	<b>132,632.88</b>	<b>1,201,969.31</b>	<b>1,728,566.40</b>	<b>70%</b>
<b>Surplus / (Deficit)</b>	<b>5,266.81</b>	<b>124,308.51</b>	<b>0.00</b>	<b>0%</b>