# Balance Sheet Report
# Westmount Place
As of December 31, 2018

| | Balance Dec 31, 2018 | Balance Nov 30, 2018 | Change |
|---|---|---|---|
| **Assets** | | | |
| **Operating Funds** | | | |
| 1000 - National Bank of Canada - 1627 | 383,647.35 | 436,955.38 | (53,308.03) |
| 1651 - Due (to)/from Reserve Fund | 180,035.55 | 145,498.58 | 34,536.97 |
| **Total Operating Funds** | **563,682.90** | **582,453.96** | **(18,771.06)** |
| **Operating Investments** | | | |
| 1148 - Money Market Funds | 24,778.03 | 24,744.40 | 33.63 |
| **Total Operating Investments** | **24,778.03** | **24,744.40** | **33.63** |
| **Reserve Funds** | | | |
| 1300 - Reserve Cash & Equivalent | 254,974.49 | 204,285.04 | 50,689.45 |
| 1308 - TD Bank - 5412 | 6,155.78 | 6,153.61 | 2.17 |
| 1326 - National Bank Money Market | 333,709.27 | 333,709.27 | 0.00 |
| 1352 - National Bank Corp Bonds - At Cost | 237,836.81 | 236,905.07 | 931.74 |
| 1353 - National Bank Govt Bonds - At Cost | 237,633.43 | 237,214.10 | 419.33 |
| 1650 - Due from/(to) Operating | (180,035.55) | (145,498.58) | (34,536.97) |
| **Total Reserve Funds** | **890,274.23** | **872,768.51** | **17,505.72** |
| **Accounts Receivable** | | | |
| 1500 - Residential Assessments Receivable | 8,893.31 | 6,255.81 | 2,637.50 |
| 1525 - Accounts Receivable Other | 930.26 | 930.26 | 0.00 |
| **Total Accounts Receivable** | **9,823.57** | **7,186.07** | **2,637.50** |
| **Prepaid Expenses** | | | |
| 1600 - Prepaid Insurance | 44,126.80 | 22,063.40 | 22,063.40 |
| 1640 - Other Prepaid Expenses | 6,340.77 | 3,993.97 | 2,346.80 |
| **Total Prepaid Expenses** | **50,467.57** | **26,057.37** | **24,410.20** |

# Balance Sheet Report
# Westmount Place
As of December 31, 2018

| | Balance Dec 31, 2018 | Balance Nov 30, 2018 | Change |
|---|---|---|---|
| **Assets** | | | |
| **Other Current Assets** | | | |
| 1652 - Due From Leasing Company | 1,253.00 | 1,253.00 | 0.00 |
| **Total Other Current Assets** | **1,253.00** | **1,253.00** | **0.00** |
| **Other Assets** | | | |
| 1996 - Insurance Claim DOL | (2,139.35) | 37,074.98 | (39,214.33) |
| **Total Other Assets** | **(2,139.35)** | **37,074.98** | **(39,214.33)** |
| **Total Assets** | **1,538,139.95** | **1,551,538.29** | **(13,398.34)** |
| **Liabilities** | | | |
| **Accounts Payable** | | | |
| 2000 - Accounts Payable | 34,575.32 | 1,160.25 | 33,415.07 |
| 2040 - Holdback Payable | 77,037.75 | 82,809.39 | (5,771.64) |
| 2050 - Resident Refunds | 210.96 | 0.00 | 210.96 |
| **Total Accounts Payable** | **111,824.03** | **83,969.64** | **27,854.39** |
| **Province & Federal Tax Payable** | | | |
| 2220 - GST Payable | 18,665.05 | 17,341.45 | 1,323.60 |
| **Total Province & Federal Tax Payable** | **18,665.05** | **17,341.45** | **1,323.60** |
| **Accrued Expenses** | | | |
| 2300 - Accrued Utilities & Audit fees | 13,750.00 | 13,750.00 | 0.00 |
| 2315 - Accrued Gas Service | 26,667.00 | 13,334.00 | 13,333.00 |
| 2365 - Accrued Trash Service | 3,000.00 | 0.00 | 3,000.00 |
| 2370 - Accrued Water Service | 26,667.00 | 13,334.00 | 13,333.00 |
| 2395 - Other Accrued Expenses | 40,777.64 | 34,278.64 | 6,499.00 |
| **Total Accrued Expenses** | **110,861.64** | **74,696.64** | **36,165.00** |

# Balance Sheet Report
# Westmount Place
As of December 31, 2018

| | Balance Dec 31, 2018 | Balance Nov 30, 2018 | Change |
|---|---|---|---|
| **Liabilities** | | | |
| **Deposits Held** | | | |
| 2505 - Security Deposit | 12,025.00 | 12,025.00 | 0.00 |
| **Total Deposits Held** | **12,025.00** | **12,025.00** | **0.00** |
| **Prepaid Assessments** | | | |
| 2550 - Prepaid Assessments | 9,382.54 | 10,744.06 | (1,361.52) |
| **Total Prepaid Assessments** | **9,382.54** | **10,744.06** | **(1,361.52)** |
| **Total Liabilities** | **262,758.26** | **198,776.79** | **63,981.47** |
| **Owners' Equity** | | | |
| **Owners Equity - Prior Years** | | | |
| 3000 - Owners Equity - Prior Years | 424,709.66 | 424,709.66 | 0.00 |
| **Total Owners Equity - Prior Years** | **424,709.66** | **424,709.66** | **0.00** |
| **Reserve Fund Equity** | | | |
| 3001 - Reserve Interest | (40,494.24) | (42,536.93) | 2,042.69 |
| 3002 - Reserve Expenditures | (909,589.14) | (875,052.17) | (34,536.97) |
| 3450 - Capital Contributions - Current Yr | 600,000.00 | 550,000.00 | 50,000.00 |
| 3460 - Reserve Fund - Special Asmt | 1,313.63 | 1,313.63 | 0.00 |
| 3900 - Other Capital Reserves - Prior Yrs | 1,139,043.98 | 1,139,043.98 | 0.00 |
| 3950 - Other Capital Reserves - Current Yr | 100,000.00 | 100,000.00 | 0.00 |
| **Total Reserve Fund Equity** | **890,274.23** | **872,768.51** | **17,505.72** |
| **Total Owners' Equity** | **1,314,983.89** | **1,297,478.17** | **17,505.72** |
| **Net Income / (Loss)** | **(39,602.20)** | **55,283.33** | **(94,885.53)** |
| **Total Liabilities and Equity** | **1,538,139.95** | **1,551,538.29** | **(13,398.34)** |

# Income Statement Report
# Westmount Place
# Consolidated

December 01, 2018 thru December 31, 2018

| | Current Period | | | Year to Date (12 months) | | | Annual | Budget |
|---|---|---|---|---|---|---|---|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Budget | Remaining |
| **Income** | | | | | | | | |
| **Assessment Income** | | | | | | | | |
| 4000 - Condo Fees | 148,695.97 | 148,696.00 | (0.03) | 1,784,351.64 | 1,784,353.00 | (1.36) | 1,784,353.00 | 1.36 |
| 4130 - Commercial Assessments | 26,470.61 | 26,471.00 | (0.39) | 317,647.32 | 317,647.00 | 0.32 | 317,647.00 | (0.32) |
| **Total Assessment Income** | **175,166.58** | **175,167.00** | **(0.42)** | **2,101,998.96** | **2,102,000.00** | **(1.04)** | **2,102,000.00** | **1.04** |
| **User Fee Income** | | | | | | | | |
| 4225 - Key Fees | 200.00 | 0.00 | 200.00 | 5,240.00 | 0.00 | 5,240.00 | 0.00 | (5,240.00) |
| 4240 - Move-In & Out Fees | 550.00 | 0.00 | 550.00 | 2,400.00 | 0.00 | 2,400.00 | 0.00 | (2,400.00) |
| **Total User Fee Income** | **750.00** | **0.00** | **750.00** | **7,640.00** | **0.00** | **7,640.00** | **0.00** | **(7,640.00)** |
| **Rental Income** | | | | | | | | |
| 4400 - Rental Fees | 1,096.37 | 1,000.00 | 96.37 | 12,477.76 | 12,000.00 | 477.76 | 12,000.00 | (477.76) |
| 4410 - Storage Rental Fees | 610.00 | 833.00 | (223.00) | 7,320.00 | 10,000.00 | (2,680.00) | 10,000.00 | 2,680.00 |
| **Total Rental Income** | **1,706.37** | **1,833.00** | **(126.63)** | **19,797.76** | **22,000.00** | **(2,202.24)** | **22,000.00** | **2,202.24** |
| **Collections Income** | | | | | | | | |
| 4705 - NSF Service Fees | 6.00 | 0.00 | 6.00 | 12.00 | 0.00 | 12.00 | 0.00 | (12.00) |
| 4710 - Late Fees & Interest | 0.00 | 0.00 | 0.00 | 2,372.87 | 0.00 | 2,372.87 | 0.00 | (2,372.87) |
| **Total Collections Income** | **6.00** | **0.00** | **6.00** | **2,384.87** | **0.00** | **2,384.87** | **0.00** | **(2,384.87)** |
| **Other Income** | | | | | | | | |
| 4810 - Compliance Fines | 1,300.00 | 0.00 | 1,300.00 | 4,500.00 | 0.00 | 4,500.00 | 0.00 | (4,500.00) |
| 4835 - Miscellaneous Income | 0.00 | 500.00 | (500.00) | 0.00 | 6,000.00 | (6,000.00) | 6,000.00 | 6,000.00 |
| 4840 - GST Input Tax Credit | 0.00 | 417.00 | (417.00) | 0.00 | 5,000.00 | (5,000.00) | 5,000.00 | 5,000.00 |
| **Total Other Income** | **1,300.00** | **917.00** | **383.00** | **4,500.00** | **11,000.00** | **(6,500.00)** | **11,000.00** | **6,500.00** |

# Income Statement Report
# Westmount Place
# Consolidated

December 01, 2018 thru December 31, 2018

| | Current Period | | | Year to Date (12 months) | | | Annual | Budget |
|---|---|---|---|---|---|---|---|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Budget | Remaining |
| **Income** | | | | | | | | |
| **Investment Income** | | | | | | | | |
| 4900 - Interest Earned - Operating Accounts | 33.63 | 83.00 | (49.37) | 962.94 | 1,000.00 | (37.06) | 1,000.00 | 37.06 |
| **Total Investment Income** | **33.63** | **83.00** | **(49.37)** | **962.94** | **1,000.00** | **(37.06)** | **1,000.00** | **37.06** |
| **Total Income** | **178,962.58** | **178,000.00** | **962.58** | **2,137,284.53** | **2,136,000.00** | **1,284.53** | **2,136,000.00** | **(1,284.53)** |
| **Expense** | | | | | | | | |
| **Administrative** | | | | | | | | |
| 5000 - General Admin/General Office Costs | 1,180.16 | 625.00 | 555.16 | 8,624.49 | 7,500.00 | 1,124.49 | 7,500.00 | (1,124.49) |
| 5010 - Bad Debt | 0.00 | 0.00 | 0.00 | 0.22 | 0.00 | 0.22 | 0.00 | (0.22) |
| 5015 - Bank Services | 65.25 | 8.00 | 57.25 | 355.70 | 100.00 | 255.70 | 100.00 | (255.70) |
| **Total Administrative** | **1,245.41** | **633.00** | **612.41** | **8,980.41** | **7,600.00** | **1,380.41** | **7,600.00** | **(1,380.41)** |
| **Payroll & Benefits** | | | | | | | | |
| 5318 - Staff Relief | 13,736.50 | 10,000.00 | 3,736.50 | 119,001.94 | 120,000.00 | (998.06) | 120,000.00 | 998.06 |
| 5320 - Concierge Salaries | 6,429.23 | 7,500.00 | (1,070.77) | 92,137.35 | 90,000.00 | 2,137.35 | 90,000.00 | (2,137.35) |
| 5330 - Health Benefits | 0.00 | 83.00 | (83.00) | 1,438.71 | 1,000.00 | 438.71 | 1,000.00 | (438.71) |
| 5390 - Workers Compensation | 0.00 | 0.00 | 0.00 | 95.91 | 0.00 | 95.91 | 0.00 | (95.91) |
| **Total Payroll & Benefits** | **20,165.73** | **17,583.00** | **2,582.73** | **212,673.91** | **211,000.00** | **1,673.91** | **211,000.00** | **(1,673.91)** |
| **Insurance** | | | | | | | | |
| 5400 - Insurance Premiums | 7,354.60 | 7,083.00 | 271.60 | 83,200.02 | 85,000.00 | (1,799.98) | 85,000.00 | 1,799.98 |
| 5470 - Insurance Appraisal | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | (1,100.00) | 1,100.00 | 1,100.00 |
| 5475 - Self Insured | 39,214.33 | 7,917.00 | 31,297.33 | 109,159.08 | 95,000.00 | 14,159.08 | 95,000.00 | (14,159.08) |
| **Total Insurance** | **46,568.93** | **15,000.00** | **31,568.93** | **192,359.10** | **181,100.00** | **11,259.10** | **181,100.00** | **(11,259.10)** |
| **Utilities** | | | | | | | | |
| 6000 - Electricity | 28,853.07 | 13,750.00 | 15,103.07 | 175,404.01 | 165,000.00 | 10,404.01 | 165,000.00 | (10,404.01) |
| 6005 - Natural Gas | 22,923.36 | 13,333.00 | 9,590.36 | 121,817.53 | 160,000.00 | (38,182.47) | 160,000.00 | 38,182.47 |
| 6025 - Water and Sewer Service | 23,842.68 | 13,333.00 | 10,509.68 | 131,905.25 | 160,000.00 | (28,094.75) | 160,000.00 | 28,094.75 |
| 6035 - Waste Removal Service | 5,812.02 | 3,000.00 | 2,812.02 | 41,835.76 | 36,000.00 | 5,835.76 | 36,000.00 | (5,835.76) |

# Income Statement Report
# Westmount Place
# Consolidated

December 01, 2018 thru December 31, 2018

| | Current Period | | | Year to Date (12 months) | | | Annual | Budget |
|---|---|---|---|---|---|---|---|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Budget | Remaining |
| **Expense** | | | | | | | | |
| **Utilities** | | | | | | | | |
| 6050 - Telephone Service | 258.00 | 350.00 | (92.00) | 2,861.90 | 4,200.00 | (1,338.10) | 4,200.00 | 1,338.10 |
| 6055 - TV/Cable | 5,760.91 | 5,667.00 | 93.91 | 67,947.22 | 68,000.00 | (52.78) | 68,000.00 | 52.78 |
| 6075 - Recycling Service | (267.10) | 833.00 | (1,100.10) | 8,104.82 | 10,000.00 | (1,895.18) | 10,000.00 | 1,895.18 |
| **Total Utilities** | **87,182.94** | **50,266.00** | **36,916.94** | **549,876.49** | **603,200.00** | **(53,323.51)** | **603,200.00** | **53,323.51** |
| **Landscaping** | | | | | | | | |
| 6100 - Landscaping - Contract | 420.00 | 0.00 | 420.00 | 5,111.27 | 5,000.00 | 111.27 | 5,000.00 | (111.27) |
| **Total Landscaping** | **420.00** | **0.00** | **420.00** | **5,111.27** | **5,000.00** | **111.27** | **5,000.00** | **(111.27)** |
| **Operations** | | | | | | | | |
| 6315 - Uniforms | 351.44 | 200.00 | 151.44 | 3,586.69 | 2,400.00 | 1,186.69 | 2,400.00 | (1,186.69) |
| **Total Operations** | **351.44** | **200.00** | **151.44** | **3,586.69** | **2,400.00** | **1,186.69** | **2,400.00** | **(1,186.69)** |
| **Contracted Services** | | | | | | | | |
| 6408 - Elevator Services | 2,000.00 | 2,000.00 | 0.00 | 23,827.96 | 24,000.00 | (172.04) | 24,000.00 | 172.04 |
| 6424 - HVAC Services | 833.00 | 833.00 | 0.00 | 10,084.38 | 10,000.00 | 84.38 | 10,000.00 | (84.38) |
| 6430 - Janitorial Services | 4,551.00 | 4,583.00 | (32.00) | 54,950.75 | 55,000.00 | (49.25) | 55,000.00 | 49.25 |
| 6440 - Safety & Security | 1,547.30 | 750.00 | 797.30 | 15,118.25 | 9,000.00 | 6,118.25 | 9,000.00 | (6,118.25) |
| 6442 - Snow Removal Services | 312.50 | 1,000.00 | (687.50) | 3,937.50 | 6,000.00 | (2,062.50) | 6,000.00 | 2,062.50 |
| 6446 - Window Cleaning Services | 0.00 | 0.00 | 0.00 | 6,683.25 | 16,000.00 | (9,316.75) | 16,000.00 | 9,316.75 |
| 6495 - Mechanical - Chiller Contract | 500.06 | 833.00 | (332.94) | 31,332.52 | 10,000.00 | 21,332.52 | 10,000.00 | (21,332.52) |
| **Total Contracted Services** | **9,743.86** | **9,999.00** | **(255.14)** | **145,934.61** | **130,000.00** | **15,934.61** | **130,000.00** | **(15,934.61)** |
| **Repair & Maintenance** | | | | | | | | |
| 6515 - Building Operator/Maintenance/Other | 6,741.00 | 7,500.00 | (759.00) | 82,388.25 | 90,000.00 | (7,611.75) | 90,000.00 | 7,611.75 |
| 6545 - Electrical Supplies/Repair & Maintenan | 0.00 | 333.00 | (333.00) | 695.84 | 4,000.00 | (3,304.16) | 4,000.00 | 3,304.16 |
| 6550 - Elevator Repair & Maintenance | 557.56 | 250.00 | 307.56 | 1,930.11 | 3,000.00 | (1,069.89) | 3,000.00 | 1,069.89 |
| 6565 - Fire System Repair & Maintenance | 0.00 | 417.00 | (417.00) | 445.54 | 5,000.00 | (4,554.46) | 5,000.00 | 4,554.46 |
| 6575 - Flooring/Carpet Supply/Rpr & Maintena | 1,918.23 | 500.00 | 1,418.23 | 4,119.96 | 6,000.00 | (1,880.04) | 6,000.00 | 1,880.04 |

# Income Statement Report
# Westmount Place
# Consolidated

December 01, 2018 thru December 31, 2018

| | Current Period | | | Year to Date (12 months) | | | Annual | Budget |
|---|---|---|---|---|---|---|---|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Budget | Remaining |
| **Expense** | | | | | | | | |
| **Repair & Maintenance** | | | | | | | | |
| 6590 - Parkade Repair & Maintenance | 2,633.40 | 500.00 | 2,133.40 | 5,616.55 | 6,000.00 | (383.45) | 6,000.00 | 383.45 |
| 6594 - Garage Gate Maintenance | 435.75 | 333.00 | 102.75 | 7,323.75 | 4,000.00 | 3,323.75 | 4,000.00 | (3,323.75) |
| 6597 - Post Tension | 0.00 | 0.00 | 0.00 | 22,470.00 | 0.00 | 22,470.00 | 0.00 | (22,470.00) |
| 6600 - Building Repair & Maintenance | 18,578.71 | 2,083.00 | 16,495.71 | 40,339.44 | 25,000.00 | 15,339.44 | 25,000.00 | (15,339.44) |
| 6605 - Generator Repair & Maintenance | 0.00 | 250.00 | (250.00) | 2,231.85 | 3,000.00 | (768.15) | 3,000.00 | 768.15 |
| 6635 - Janitorial Supplies & Maintenance | 914.28 | 833.00 | 81.28 | 9,334.45 | 10,000.00 | (665.55) | 10,000.00 | 665.55 |
| 6690 - Pest Control Supply/Repair & Maintena | 315.00 | 167.00 | 148.00 | 1,895.25 | 2,000.00 | (104.75) | 2,000.00 | 104.75 |
| 6695 - Plumbing Supplies/Repair & Maintenan | 15,015.68 | 6,250.00 | 8,765.68 | 96,381.41 | 75,000.00 | 21,381.41 | 75,000.00 | (21,381.41) |
| 6700 - Gym Maintenance/Contract | 0.00 | 100.00 | (100.00) | 1,962.07 | 1,200.00 | 762.07 | 1,200.00 | (762.07) |
| 6710 - Pool Supplies, Repair & Maintenance | 2,833.05 | 1,667.00 | 1,166.05 | 7,412.08 | 20,000.00 | (12,587.92) | 20,000.00 | 12,587.92 |
| 6730 - Security System Repair & Maintenance | 0.00 | 167.00 | (167.00) | 957.39 | 2,000.00 | (1,042.61) | 2,000.00 | 1,042.61 |
| **Total Repair & Maintenance** | **49,942.66** | **21,350.00** | **28,592.66** | **285,503.94** | **256,200.00** | **29,303.94** | **256,200.00** | **(29,303.94)** |
| **Professional Services** | | | | | | | | |
| 7000 - Audit & Tax Services | 0.00 | 0.00 | 0.00 | 262.50 | 6,500.00 | (6,237.50) | 6,500.00 | 6,237.50 |
| 7020 - Legal Services | 2,794.22 | 1,000.00 | 1,794.22 | 8,175.50 | 12,000.00 | (3,824.50) | 12,000.00 | 3,824.50 |
| 7040 - Management Fees | 5,432.92 | 5,417.00 | 15.92 | 64,720.31 | 65,000.00 | (279.69) | 65,000.00 | 279.69 |
| 7095 - Other Professional Services | 0.00 | 208.00 | (208.00) | 0.00 | 2,500.00 | (2,500.00) | 2,500.00 | 2,500.00 |
| **Total Professional Services** | **8,227.14** | **6,625.00** | **1,602.14** | **73,158.31** | **86,000.00** | **(12,841.69)** | **86,000.00** | **12,841.69** |
| **Reimbursable Expenses** | | | | | | | | |
| 8843 - Reimbursable In-Unit Services | 0.00 | 0.00 | 0.00 | (297.94) | 0.00 | (297.94) | 0.00 | 297.94 |
| **Total Reimbursable Expenses** | **0.00** | **0.00** | **0.00** | **(297.94)** | **0.00** | **(297.94)** | **0.00** | **297.94** |
| **Other Expenses** | | | | | | | | |
| 9105 - Reserve Contribution Expense | 50,000.00 | 50,000.00 | 0.00 | 600,000.00 | 600,000.00 | 0.00 | 600,000.00 | 0.00 |

# Income Statement Report
# Westmount Place
# Consolidated

December 01, 2018 thru December 31, 2018

| | Current Period | | | Year to Date (12 months) | | | Annual | Budget |
|---|---|---|---|---|---|---|---|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Budget | Remaining |
| **Expense** | | | | | | | | |
| **Other Expenses** | | | | | | | | |
| 9110 - Prior Year's Deficit Funding | 0.00 | 0.00 | 0.00 | 100,000.00 | 100,000.00 | 0.00 | 100,000.00 | 0.00 |
| **Total Other Expenses** | **50,000.00** | **50,000.00** | **0.00** | **700,000.00** | **700,000.00** | **0.00** | **700,000.00** | **0.00** |
| **Total Expense** | **273,848.11** | **171,656.00** | **102,192.11** | **2,176,886.79** | **2,182,500.00** | **(5,613.21)** | **2,182,500.00** | **5,613.21** |
| **Net Income / (Loss)** | **(94,885.53)** | **6,344.00** | **(101,229.53)** | **(39,602.26)** | **(46,500.00)** | **6,897.74** | **(46,500.00)** | **(6,897.74)** |