

MONTHLY FINANCIAL REPORT

OCSCC 893

February 2018

OCSCC 893 Monthly Financials

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MONTHLY FINANCIAL REPORT SUMMARY

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February 2018

Revenue

All condo fees to date have been invoiced, however, revenue is slightly under due to an error in uploading the EFT information therefore condo fees for February 2018 were withdrawn at the old amount. The small difference was being withdrawn March 1, 2018 along with the new monthly amount bringing revenue back to 100% .

Expenses

Utilities overall for the month are showing slightly over-budget due in large part to the payment to Enbridge for gas consumed in the previous months. As this is the first month of the fiscal year, there will be accruals and adjustments made. Less gas expenses were accrued than what was charged. The auditor is expected to make some changes to the January financials which would decrease the February expense for Gas.

Contracts are all showing under budget at this time but again it is the first month of the fiscal year and this will change as contractors submit their invoices. General repairs and maintenance are generally showing slightly under budget at the beginning of this fiscal year. With garage repairs and maintenance over budget due to the removal of the drywall in the garage to investigate the leak. We would expect this to be included with the leak repair cost under Domicile. HVAC was over budget due to the payment of a quarterly preventative maintenance invoice from 2017. The Additional Snow/Salt was over budget due to the payment of two salt/grit applications in February. Administrative and Professional fees are currently showing slightly over budget due to the payment of consulting fees to Keller Engineering for the garage leak investigation and Office Expenses incurred in 2017.

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BUDGET VS. ACTUALS: 2018/19 - FY19 P&L

February 2018

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4001 Condo Fees	26,714	27,036	-321	99.00 %
4037 Misc. Income	592	583	9	101.00 %
Total Income	\$27,306	\$27,619	\$ -312	99.00 %
Cost of Goods Sold				
4500 Contribution to Reserve Fund	5,742	5,742	0	100.00 %
Total Cost of Goods Sold	\$5,742	\$5,742	\$0	100.00 %
GROSS PROFIT	\$21,565	\$21,877	\$ -312	99.00 %
Expenses				
5000 Utilities				
5010 Gas	7,724	1,250	6,474	618.00 %
5020 Hydro	2,300	4,605	-2,305	50.00 %
5030 Water & Sewer	673	2,540	-1,867	26.00 %
5040 Telecom Expenses	287	338	-51	85.00 %
Total 5000 Utilities	10,984	8,733	2,251	126.00 %
5400 Contracts				
5410 General Cleaning	1,861	1,866	-5	100.00 %
5415 Waste management	290	391	-101	74.00 %
5426 Parking Monitor and Security	276	276	-0	100.00 %
5430 Fire System Maintenance		532	-532	
5440 Mechanical Maintenance/HVAC		1,000	-1,000	
5455 Elevator Maintenance		1,250	-1,250	
5465 Landscaping		1,042	-1,042	
5470 Snow Removal	593	1,500	-907	40.00 %
5475 Pest Control		25	-25	
Total 5400 Contracts	3,020	7,882	-4,861	38.00 %
5500 General Repairs & Maintenance				
5502 Building Supplies	175	208	-33	84.00 %
5503 General Repairs & Maint	1,266	1,458	-193	87.00 %
5504 Emergency Calls		50	-50	
5507 Recreation Room		75	-75	
5510 Guest Suite Maintenance	91	146	-55	62.00 %
5518 Window Cleaning		667	-667	
5525 Garage Cleaning/Maintenance	373	250	123	149.00 %
5540 HVAC	848	333	514	254.00 %
5555 Elevator	105		105	
5570 Additional Snow/Salt	339	167	172	203.00 %
Total 5500 General Repairs & Maintenance	3,196	3,354	-159	95.00 %
5800 Administrative & Professional Expenses				
5801 Property Management Fees	2,312	2,614	-303	88.00 %
5810 Office Expenses	179	114	64	156.00 %
5812 Bank Charges	46	37	9	124.00 %
5830 Insurance Expense/General & Liability Insurance	1,979	1,979	-0	100.00 %
5832 Legal		183	-183	
5833 Audit-Accounting		250	-250	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5835 Consulting Fees- General	1,427		1,427	
5850 Taxes- Parking Spaces		237	-237	
Total 5800 Administrative & Professional Expenses	5,942	5,415	527	110.00 %
5900 Contingency/ Initiatives				
5905 General Contingency		1,500	-1,500	
Total 5900 Contingency/ Initiatives		1,500	-1,500	
6002 Interest income for reserve	-163		-163	
6003 Reserve Bank Fees	2		2	
Total Expenses	\$22,981	\$26,884	\$ -3,903	85.00 %
NET OPERATING INCOME	\$ -1,416	\$ -5,007	\$3,591	28.00 %
Other Income				
6001 Contribution from operating	5,742		5,742	
Total Other Income	\$5,742	\$0	\$5,742	0%
NET OTHER INCOME	\$5,742	\$0	\$5,742	0%
NET INCOME	\$4,325	\$ -5,007	\$9,332	-86.00 %

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BUDGET VS. ACTUALS: 2018/19 - FY19 P&L

February 2018 - January 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4001 Condo Fees	54,071.20	324,427.00	-270,355.80	16.67 %
4037 Misc. Income	592.00	7,000.00	-6,408.00	8.46 %
Total Income	\$54,663.20	\$331,427.00	\$ -276,763.80	16.49 %
Cost of Goods Sold				
4500 Contribution to Reserve Fund	5,741.67	68,900.00	-63,158.33	8.33 %
Total Cost of Goods Sold	\$5,741.67	\$68,900.00	\$ -63,158.33	8.33 %
GROSS PROFIT	\$48,921.53	\$262,527.00	\$ -213,605.47	18.63 %
Expenses				
5000 Utilities				
5010 Gas	2,034.97	15,000.00	-12,965.03	13.57 %
5020 Hydro	528.82	55,261.00	-54,732.18	0.96 %
5030 Water & Sewer	-1,677.06	30,479.00	-32,156.06	-5.50 %
5040 Telecom Expenses	287.06	4,055.00	-3,767.94	7.08 %
Total 5000 Utilities	1,173.79	104,795.00	-103,621.21	1.12 %
5400 Contracts				
5410 General Cleaning	1,861.15	22,388.00	-20,526.85	8.31 %
5415 Waste management	-290.18	4,694.00	-4,984.18	-6.18 %
5426 Parking Monitor and Security	551.62	3,312.00	-2,760.38	16.66 %
5430 Fire System Maintenance		6,387.00	-6,387.00	
5440 Mechanical Maintenance/HVAC		12,000.00	-12,000.00	
5455 Elevator Maintenance		15,000.00	-15,000.00	
5465 Landscaping		12,500.00	-12,500.00	
5470 Snow Removal	593.25	9,000.00	-8,406.75	6.59 %
5475 Pest Control		300.00	-300.00	
Total 5400 Contracts	2,715.84	85,581.00	-82,865.16	3.17 %
5500 General Repairs & Maintenance				
5502 Building Supplies	174.92	2,500.00	-2,325.08	7.00 %
5503 General Repairs & Maint	1,356.91	17,500.00	-16,143.09	7.75 %
5504 Emergency Calls		600.00	-600.00	
5507 Recreation Room		900.00	-900.00	
5510 Guest Suite Maintenance	90.66	1,750.00	-1,659.34	5.18 %
5518 Window Cleaning		8,000.00	-8,000.00	
5525 Garage Cleaning/Maintenance	372.90	3,000.00	-2,627.10	12.43 %
5540 HVAC	847.50	4,000.00	-3,152.50	21.19 %
5555 Elevator	105.00		105.00	
5570 Additional Snow/Salt	339.00	2,000.00	-1,661.00	16.95 %
Total 5500 General Repairs & Maintenance	3,286.89	40,250.00	-36,963.11	8.17 %
5800 Administrative & Professional Expenses				
5801 Property Management Fees	2,311.60	31,371.00	-29,059.40	7.37 %
5810 Office Expenses	178.53	1,371.00	-1,192.47	13.02 %
5812 Bank Charges	46.35	449.00	-402.65	10.32 %
5830 Insurance Expense/General & Liability Insurance	3,958.56	23,752.00	-19,793.44	16.67 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5832 Legal		2,200.00	-2,200.00	
5833 Audit-Accounting		3,000.00	-3,000.00	
5835 Consulting Fees- General	1,426.63		1,426.63	
5850 Taxes- Parking Spaces		2,842.00	-2,842.00	
Total 5800 Administrative & Professional Expenses	7,921.67	64,985.00	-57,063.33	12.19 %
5900 Contingency/ Initiatives				
5905 General Contingency		18,000.00	-18,000.00	
Total 5900 Contingency/ Initiatives		18,000.00	-18,000.00	
6002 Interest income for reserve	-163.04		-163.04	
6003 Reserve Bank Fees	1.50		1.50	
Total Expenses	\$14,936.65	\$313,611.00	\$ -298,674.35	4.76 %
NET OPERATING INCOME	\$33,984.88	\$ -51,084.00	\$85,068.88	-66.53 %
Other Income				
6001 Contribution from operating	5,741.67		5,741.67	
Total Other Income	\$5,741.67	\$0.00	\$5,741.67	0.00%
NET OTHER INCOME	\$5,741.67	\$0.00	\$5,741.67	0.00%
NET INCOME	\$39,726.55	\$ -51,084.00	\$90,810.55	-77.77 %

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PROFIT AND LOSS

February 2018

	TOTAL
INCOME	
4001 Condo Fees	26,714.46
4037 Misc. Income	592.00
Total Income	27,306.46
COST OF GOODS SOLD	
4500 Contribution to Reserve Fund	5,741.67
Total Cost of Goods Sold	5,741.67
GROSS PROFIT	21,564.79
EXPENSES	
5800 Administrative & Professional Expenses	
5801 Property Management Fees	2,311.60
5810 Office Expenses	178.53
5812 Bank Charges	46.35
5830 Insurance Expense/General & Liability Insurance	1,979.28
5835 Consulting Fees- General	1,426.63
Total 5800 Administrative & Professional Expenses	5,942.39
5400 Contracts	
5410 General Cleaning	1,861.15
5415 Waste management	290.18
5426 Parking Monitor and Security	275.81
5470 Snow Removal	593.25
Total 5400 Contracts	3,020.39
5500 General Repairs & Maintenance	
5502 Building Supplies	174.92
5503 General Repairs & Maint	1,265.61
5510 Guest Suite Maintenance	90.66
5525 Garage Cleaning/Maintenance	372.90
5540 HVAC	847.50
5555 Elevator	105.00
5570 Additional Snow/Salt	339.00
Total 5500 General Repairs & Maintenance	3,195.59
5000 Utilities	
5010 Gas	7,724.22
5020 Hydro	2,300.01
5030 Water & Sewer	673.07
5040 Telecom Expenses	287.06
Total 5000 Utilities	10,984.36
Total Expenses	23,142.73
PROFIT	\$ -1,577.94

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BALANCE SHEET

As of February 28, 2018

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1010 Operating Account	18,783.05
1020 Reserve Account	151,197.26
Total Cash and Cash Equivalent	169,980.31
Accounts Receivable (A/R)	
1100 Accounts Receivable	269.94
Total Accounts Receivable (A/R)	269.94
1200 Due to/from	366.67
1310 Petty Cash	200.00
1300 Prepaid Expenses	21,772.08
Total Current Assets	192,589.00
Non-current Assets	
1410 Investments- Reserve- Cash	52,036.00
1420 Investments- Reserve- Holdings	192,177.00
1430 Investments- Reserve- Interest	1,722.00
Total Non Current Assets	245,935.00
Total Assets	\$438,524.00
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2000 Accounts Payable	4,857.73
Total Accounts Payable (A/P)	4,857.73
2005 Accrued Liabilities	20,753.36
2500 Due to/from Operating	366.67
Total Current Liabilities	25,977.76
Total Liabilities	25,977.76
Equity	
Opening Balance Equity	9,796.88
Opening Balance Equity- RESERVE	323,823.65
Retained Earnings	74,600.44
Profit for the year	4,325.27
Total Equity	412,546.24
Total Liabilities and Equity	\$438,524.00

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A/R AGING SUMMARY

As of February 28, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
103		-2.72			-448.64	\$ -451.36
104			-300.00			\$ -300.00
105			-375.00			\$ -375.00
112		-5.01	-5.01			\$ -10.02
203	12.76	12.76	12.76	12.76		\$51.04
213			-60.00			\$ -60.00
315					0.30	\$0.30
316					313.71	\$313.71
317			-273.32			\$ -273.32
318			-150.00			\$ -150.00
405				0.00		\$0.00
406 New Owner Feb 1st 2018	408.40					\$408.40
407					0.00	\$0.00
411			-0.01			\$ -0.01
412					45.00	\$45.00
P100	267.80	267.80	267.80	267.80		\$1,071.20
TOTAL	\$688.96	\$272.83	\$ -882.78	\$280.56	\$ -89.63	\$269.94

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A/P AGING SUMMARY

As of February 28, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
9020934 Canada Inc		-275.81				\$ -275.81
Axia Property Management					2,450.00	\$2,450.00
Bell Canada			-16.09	-272.99		\$ -289.08
Cantwell Air Inc.	847.50					\$847.50
CI Property Management	83.01	121.79				\$204.80
City of Ottawa- Water & Sewer				-2,158.95		\$ -2,158.95
CONDOMINIUM AUTHORITY OF ONTARIO					501.84	\$501.84
ENBRIDGE				-2,320.53		\$ -2,320.53
Hydro Ottawa	2,287.79					\$2,287.79
JOHN D COOMBS MULTI MAINTENANCE LTD	372.90					\$372.90
KELLER ENGINEERING	1,426.63					\$1,426.63
Maximum Heating & Cooling Inc					754.62	\$754.62
Quality Window & Glass					225.44	\$225.44
SKY HIGH ENTERPRISES LTD.		339.00				\$339.00
SNELLING	174.92					\$174.92
QUALITY.COMMITMENT.PEACE OF MIND						
TECHNICAL STANDARDS AND SAFETY AUTHORITY		105.00				\$105.00
THE CONDOMINIUM AUTHORITY OF ONTARIO (CAO)				501.84		\$501.84
Waste Connections of Canada				-290.18		\$ -290.18
TOTAL	\$5,192.75	\$289.98	\$ -16.09	\$ -4,540.81	\$3,931.90	\$4,857.73

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TRANSACTION LIST BY SUPPLIER

February 2018

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
9020934 Canada Inc						
01-02-2018	Bill	420	Yes		2000 Accounts Payable	275.81
26-02-2018	Bill Payment (Cheque)	FCN_8762-1	Yes		1010 Operating Account	-827.43
Bell Canada						
01-02-2018	Bill		Yes		2000 Accounts Payable	287.06
16-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-287.06
BTC BUSINESS SERVICES INC.						
06-02-2018	Bill	1660	Yes		2000 Accounts Payable	91.30
26-02-2018	Bill Payment (Cheque)	FCN_8762-2	Yes		1010 Operating Account	-91.30
Cantwell Air Inc.						
01-02-2018	Bill	M065-J7433	Yes		2000 Accounts Payable	847.50
26-02-2018	Bill Payment (Cheque)	FCN_8762-3	Yes		1010 Operating Account	-2,288.26
CENTAUR ENTERPRISED LTD						
26-02-2018	Bill Payment (Cheque)	FCN_8762-4	Yes		1010 Operating Account	-1,406.85
CI Property Management						
01-02-2018	Bill	1755	Yes		2000 Accounts Payable	561.60
01-02-2018	Bill		Yes		2000 Accounts Payable	1,750.00
01-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-1,750.00
01-02-2018	Bill	1843	Yes		2000 Accounts Payable	83.01
01-02-2018	Bill	1574	Yes		2000 Accounts Payable	0.30
01-02-2018	Bill	1703	Yes		2000 Accounts Payable	95.22
26-02-2018	Bill Payment (Cheque)	FCN_8762-5	Yes		1010 Operating Account	-561.61
City of Ottawa- Water & Sewer						
20-02-2018	Bill	JAN 29, 2018	Yes		2000 Accounts Payable	2,685.86
20-02-	Bill Payment (Cheque)		Yes		1010 Operating Account	-2,685.86

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2018						
ENBRIDGE						
20-02-2018	Bill	638002806606	Yes		2000 Accounts Payable	4,233.86
20-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-4,233.86
Hydro Ottawa						
05-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-51.32
16-02-2018	Bill	FEB 16, 2018	Yes		2000 Accounts Payable	2,287.79
16-02-2018	Bill	JAN 16, 2018	Yes		2000 Accounts Payable	51.32
Hydro Ottawa- 513541						
06-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-2,078.48
JOHN D COOMBS MULTI MAINTENANCE LTD						
05-02-2018	Bill	1234	Yes		2000 Accounts Payable	372.90
KARISSA CLERMONT						
26-02-2018	Bill Payment (Cheque)	FCN_8762-6	Yes		1010 Operating Account	-2,123.08
28-02-2018	Bill	51	Yes		2000 Accounts Payable	2,123.08
KELLER ENGINEERING						
26-02-2018	Bill	180164	Yes		2000 Accounts Payable	1,426.63
KONE INC						
26-02-2018	Bill Payment (Cheque)	FCN_8762-7	Yes		1010 Operating Account	-10,335.94
Ottawa Maintenance Solutions						
26-02-2018	Bill Payment (Cheque)	FCN_8762-9	Yes		1010 Operating Account	-271.20
PRO FIRE SYSTEMS						
26-02-2018	Bill Payment (Cheque)	FCN_8762-8	Yes		1010 Operating Account	-226.00
Quartrosense Environmental LTD						
22-02-2018	Purchase Order	1001	No		2000 Accounts Payable	327.70
SKY HIGH ENTERPRISES LTD.						
11-02-2018	Bill	S17-434-SR1	Yes		2000 Accounts Payable	367.25

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
11-02-2018	Bill	S17-434SS4	Yes		2000 Accounts Payable	113.00
15-02-2018	Bill	S17-434SS5	Yes		2000 Accounts Payable	113.00
23-02-2018	Bill	S17-434SS6	Yes		2000 Accounts Payable	113.00
25-02-2018	Bill	S17-434SS7	Yes		2000 Accounts Payable	226.00
26-02-2018	Bill Payment (Cheque)	FCN_8762-10	Yes		1010 Operating Account	-706.25
SNELLING QUALITY.COMMITMENT.PEACE OF MIND						
01-02-2018	Bill	1406699	Yes		2000 Accounts Payable	174.92
TECHNICAL STANDARDS AND SAFETY AUTHORITY						
06-02-2018	Bill	Licensee Change	Yes		2000 Accounts Payable	105.00
WALMAR VENTILATION PRODUCTS						
09-02-2018	Bill	IN173029	Yes		2000 Accounts Payable	1,003.04
26-02-2018	Bill Payment (Cheque)	FCN_8762-11	Yes		1010 Operating Account	-1,003.04
Waste Connections of Canada						
01-02-2018	Bill		Yes		2000 Accounts Payable	290.18
20-02-2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-290.18

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GENERAL LEDGER

February 2018

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
5000 Utilities							
5010 Gas							
01-02-2018	Journal Entry	51R		SET UP ACCRUALS DECEMBER 2017 GAS	-Split-	\$ -1,197.19	-1,197.19
01-02-2018	Journal Entry	50R		SET UP ACCRUALS JANUARY 2018, GAS	-Split-	\$ -1,001.70	-2,198.89
20-02-2018	Bill	638002806606	ENBRIDGE	FROM DECEMBER 14, 2017 TO JANUARY 16, 2018_ON PAP	2000 Accounts Payable	\$4,233.86	2,034.97
28-02-2018	Journal Entry	57		SET UP ACCRUALS GAS, JAN 17 TO FEB 28 2018	-Split-	\$5,689.25	7,724.22
Total for 5010 Gas						\$7,724.22	
5020 Hydro							
01-02-2018	Journal Entry	50R		SET UP ACCRUALS JANUARY 2018, HYDRO	-Split-	\$ -1,810.29	-1,810.29
16-02-2018	Bill	FEB 16, 2018	Hydro Ottawa	OTT513541 FROM JANUARY 04 TO FEBRUARY 04, 2018 _ ON PAP	2000 Accounts Payable	\$2,287.79	477.50
16-02-2018	Bill	JAN 16, 2018	Hydro Ottawa	OTT908822 FROM NOVEMBER 30, 2017 TO JANUARY 02, 2018 _ ON PAP	2000 Accounts Payable	\$51.32	528.82
28-02-2018	Journal Entry	57		SET UP ACCRUALS HYDRO, FEB 2018	-Split-	\$1,771.19	2,300.01
Total for 5020 Hydro						\$2,300.01	
5030 Water & Sewer							
01-02-2018	Journal Entry	51R		SET UP ACCRUALS DECEMBER 2017 WATER	-Split-	\$ -2,181.46	-2,181.46
01-02-2018	Journal Entry	50R		SET UP ACCRUALS JANUARY 2018, WATER	-Split-	\$ -2,181.46	-4,362.92
20-02-2018	Bill	JAN 29, 2018	City of Ottawa- Water & Sewer	WATER FROM DECEMBER 27, 2017 TO JANUARY 29, 2018_ON PAP	2000 Accounts Payable	\$2,685.86	-1,677.06
28-02-2018	Journal Entry	57		SET UP ACCRUALS WATER, FEB 2018	-Split-	\$2,350.13	673.07
Total for 5030 Water & Sewer						\$673.07	
5040 Telecom Expenses							
01-02-2018	Bill		Bell Canada	February payment	2000 Accounts Payable	\$287.06	287.06
Total for 5040 Telecom Expenses						\$287.06	
Total for 5000 Utilities						\$10,984.36	
5400 Contracts							
5410 General Cleaning							
28-02-2018	Bill	51	KARISSA CLERMONT	CLEANING SERVICES FOR THE MONTH OF FEBRUARY 2018	2000 Accounts Payable	\$1,861.15	1,861.15
Total for 5410 General Cleaning						\$1,861.15	
5415 Waste management							
01-02-2018	Bill		Waste Connections of Canada	Waste removal February 2018	2000 Accounts Payable	\$290.18	290.18
01-02-2018	Journal Entry	50R		SET UP ACCRUALS JANUARY 2018, WASTE	-Split-	\$ -290.18	0.00
01-02-2018	Journal Entry	51R		SET UP ACCRUALS DECEMBER 2017 WASTE	-Split-	\$ -290.18	-290.18
28-02-2018	Journal Entry	59		SET UP ACCRUALS FEBRUARY 2018	-Split-	\$290.18	0.00
28-02-2018	Journal Entry	58		SET UP ACCRUALS JANUARY 2018	-Split-	\$290.18	290.18
Total for 5415 Waste management						\$290.18	
5426 Parking Monitor and Security							
01-02-2018	Bill	420	9020934 Canada Inc	Visitor parking -Monthly Rate- February 2018	2000 Accounts Payable	\$275.81	275.81
Total for 5426 Parking Monitor and Security						\$275.81	
5470 Snow Removal							
11-02-2018	Bill	S17-434-SR1	SKY HIGH ENTERPRISES LTD.	SNOW REMOVAL PER TRI-AXLE LOAD REMOVED(1)	2000 Accounts Payable	\$367.25	367.25
11-02-2018	Bill	S17-434SS4	SKY HIGH ENTERPRISES LTD.	SALT & GRIT APPLICATION	2000 Accounts Payable	\$113.00	480.25
15-02-	Bill	S17-434SS5	SKY HIGH ENTERPRISES LTD.	SALT & GRIT APPLICATION	2000 Accounts Payable	\$113.00	593.25

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
2018							
Total for 5470 Snow Removal						\$593.25	
Total for 5400 Contracts						\$3,020.39	
5500 General Repairs & Maintenance							
5502 Building Supplies							
01-02- 2018	Bill	1406699	SNELLING QUALITY.COMMITMENT.PEACE OF MIND	Garbage bag, cleaning cloth, salt neutralizer, gloves, towels (invoiced Jan 2 , 2018)	2000 Accounts Payable	\$174.92	174.92
Total for 5502 Building Supplies						\$174.92	
5503 General Repairs & Maint							
06-02- 2018	Bill	1660	BTC BUSINESS SERVICES INC.	ENVIRONMENTAL FEE(WEEKLY SERVICE X 4 WEEKS) 3X5-WEEKLY SERVICE COST X 4	2000 Accounts Payable	\$91.30	91.30
09-02- 2018	Bill	IN173029	WALMAR VENTILATION PRODUCTS	PERFECT PLEAT SX M8 12X20X2 AND M8 20X22X2 USE TO CUT ABOVE 20X25X2	2000 Accounts Payable	\$1,003.04	1,094.34
28-02- 2018	Bill	51	KARISSA CLERMONT	GENERAL MAINTENANCE	2000 Accounts Payable	\$171.27	1,265.61
Total for 5503 General Repairs & Maint						\$1,265.61	
5510 Guest Suite Maintenance							
28-02- 2018	Bill	51	KARISSA CLERMONT	GUEST SUITE CLEANING, JANUARY 19TH, FEBRUARY 2ND AND FEBRUARY 15TH, 2018	2000 Accounts Payable	\$90.66	90.66
Total for 5510 Guest Suite Maintenance						\$90.66	
5525 Garage Cleaning/Maintenance							
05-02- 2018	Bill	1234	JOHN D COOMBS MULTI MAINTENANCE LTD	To assist engineer in making drywall openings for engineer's inspections	2000 Accounts Payable	\$372.90	372.90
Total for 5525 Garage Cleaning/Maintenance						\$372.90	
5540 HVAC							
01-02- 2018	Bill	M065-J7433	Cantwell Air Inc.	Preventative Maintenance for Jan - Mar 2017 (Invoiced on June 19, 2017)	2000 Accounts Payable	\$847.50	847.50
Total for 5540 HVAC						\$847.50	
5555 Elevator							
06-02- 2018	Bill	Licensee Change	TECHNICAL STANDARDS AND SAFETY AUTHORITY	Application for an Elevating Device Licence Ownership/Licensee Change	2000 Accounts Payable	\$105.00	105.00
Total for 5555 Elevator						\$105.00	
5570 Additional Snow/Salt							
23-02- 2018	Bill	S17-434SS6	SKY HIGH ENTERPRISES LTD.	SALT & GRIT APPLICATION	2000 Accounts Payable	\$113.00	113.00
25-02- 2018	Bill	S17-434SS7	SKY HIGH ENTERPRISES LTD.	SALT & GRIT APPLICATION	2000 Accounts Payable	\$226.00	339.00
Total for 5570 Additional Snow/Salt						\$339.00	
Total for 5500 General Repairs & Maintenance						\$3,195.59	
5800 Administrative & Professional Expenses							
5801 Property Management Fees							
01-02- 2018	Bill		CI Property Management	February management fees	2000 Accounts Payable	\$1,750.00	1,750.00
01-02- 2018	Bill	1755	CI Property Management	MONTHLY INCREASE IN MANAGEMENT FEE DUE TO NEW CONDO ACT CHANGES, FEBRUARY 2018	2000 Accounts Payable	\$561.60	2,311.60
Total for 5801 Property Management Fees						\$2,311.60	
5810 Office Expenses							
01-02- 2018	Bill	1703	CI Property Management	PPO (Invoiced Dec 31, 2017)	2000 Accounts Payable	\$95.22	95.22
01-02- 2018	Bill	1574	CI Property Management	PPO (Invoiced Nov.11, 2017)	2000 Accounts Payable	\$0.30	95.52
01-02- 2018	Bill	1843	CI Property Management	PRINTING, PHOTOCOPIES	2000 Accounts Payable	\$83.01	178.53
Total for 5810 Office Expenses						\$178.53	
5812 Bank Charges							
07-02- 2018	Expense			ACTIVITY FEE	1010 Operating Account	\$34.50	34.50
07-02- 2018	Expense			ACTIVITY FEE	1010 Operating Account	\$11.85	46.35
Total for 5812 Bank Charges						\$46.35	
5830 Insurance Expense/General & Liability Insurance							
01-02-	Journal Entry	55		RECORD PREPAID	-Split-	\$1,979.28	1,979.28

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
2018				INSURANCE EXPENSE, FEB 2018			
Total for 5830 Insurance Expense/General & Liability Insurance						\$1,979.28	
5835 Consulting Fees- General							
26-02- 2018	Bill	180164	KELLER ENGINEERING	FOR JAN 25, 2018- FEB 08,2018	2000 Accounts Payable	\$1,426.63	1,426.63
Total for 5835 Consulting Fees- General						\$1,426.63	
Total for 5800 Administrative & Professional Expenses						\$5,942.39	
6002 Interest income for reserve							
02-02- 2018	Deposit			DEPOSIT INTEREST	1020 Reserve Account	\$ -163.04	-163.04
Total for 6002 Interest income for reserve						\$ -163.04	
6003 Reserve Bank Fees							
07-02- 2018	Expense			ACTIVITY FEE	1020 Reserve Account	\$1.50	1.50
Total for 6003 Reserve Bank Fees						\$1.50	

1010 Operating Account, Period Ending 28-02-2018

RECONCILIATION REPORT

Reconciled on: 14-03-2018

Reconciled by: Olesea Axentii

Any changes made to transactions after this date aren't included in this report.

Summary	CAD
Statement beginning balance.....	25,658.45
Cheques and payments cleared (22).....	-36,839.07
Deposits and other credits cleared (82).....	28,364.62
Statement ending balance.....	17,184.00
Uncleared transactions as of 28-02-2018.....	1,599.05
Register balance as of 28-02-2018.....	18,783.05
Cleared transactions after 28-02-2018.....	0.00
Uncleared transactions after 28-02-2018.....	745.45
Register balance as of 14-03-2018.....	19,528.50

Details

Cheques and payments cleared (22)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2018	Bill Payment	54	CI Property Management	-1,750.00
01-02-2018	Journal			-5,375.00
05-02-2018	Bill Payment		Hydro Ottawa	-51.32
06-02-2018	Bill Payment		Hydro Ottawa- 513541	-2,078.48
07-02-2018	Expense	53		-11.85
07-02-2018	Expense			-34.50
16-02-2018	Bill Payment		Bell Canada	-287.06
20-02-2018	Bill Payment		ENBRIDGE	-4,233.86
20-02-2018	Bill Payment		City of Ottawa- Water & Sewer	-2,685.86
20-02-2018	Bill Payment		Waste Connections of Canada	-290.18
22-02-2018	Journal			-200.00
26-02-2018	Bill Payment		9020934 Canada Inc	-827.43
26-02-2018	Bill Payment		BTC BUSINESS SERVICES INC.	-91.30
26-02-2018	Bill Payment		Cantwell Air Inc.	-2,288.26
26-02-2018	Bill Payment		CENTAUR ENTERPRISED LTD	-1,406.85
26-02-2018	Bill Payment		CI Property Management	-561.61
26-02-2018	Bill Payment		WALMAR VENTILATION PRODUCTS	-1,003.04
26-02-2018	Bill Payment		KONE INC	-10,335.94
26-02-2018	Bill Payment		PRO FIRE SYSTEMS	-226.00
26-02-2018	Bill Payment		Ottawa Maintenance Solutions	-271.20
26-02-2018	Bill Payment		SKY HIGH ENTERPRISES LTD.	-706.25
26-02-2018	Bill Payment		KARISSA CLERMONT	-2,123.08
Total				-36,839.07

Deposits and other credits cleared (82)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2018	Receive Payment	315		442.58

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2018	Receive Payment		205	442.58
01-02-2018	Receive Payment		415	442.61
01-02-2018	Receive Payment		103	448.64
01-02-2018	Receive Payment		104	535.17
01-02-2018	Receive Payment		112	403.45
01-02-2018	Receive Payment		418	60.00
01-02-2018	Receive Payment		102	268.71
01-02-2018	Receive Payment		216	268.71
01-02-2018	Receive Payment		316	268.71
01-02-2018	Receive Payment		304	268.71
01-02-2018	Receive Payment		416	268.74
01-02-2018	Receive Payment		404	295.49
01-02-2018	Receive Payment		204	295.49
01-02-2018	Receive Payment		207	323.20
01-02-2018	Receive Payment		210	325.77
01-02-2018	Receive Payment		410	325.77
01-02-2018	Receive Payment		310	325.77
01-02-2018	Receive Payment		110	325.77
01-02-2018	Receive Payment		307	349.98
01-02-2018	Receive Payment		313	349.98
01-02-2018	Receive Payment		407	349.98
01-02-2018	Receive Payment		213	349.98
01-02-2018	Receive Payment		107	349.98
01-02-2018	Receive Payment		113	349.98
01-02-2018	Receive Payment		413	350.01
01-02-2018	Receive Payment		217	354.76
01-02-2018	Receive Payment		403	354.76
01-02-2018	Receive Payment		303	354.76
01-02-2018	Receive Payment		317	354.76
01-02-2018	Receive Payment		417	354.79
01-02-2018	Receive Payment		301	356.93
01-02-2018	Receive Payment		319	356.93
01-02-2018	Receive Payment		401	356.93
01-02-2018	Receive Payment		219	356.93
01-02-2018	Receive Payment		201	356.93
01-02-2018	Receive Payment		419	356.95
01-02-2018	Receive Payment		309	373.35
01-02-2018	Receive Payment		409	373.35
01-02-2018	Receive Payment		211	373.35
01-02-2018	Receive Payment		311	373.35
01-02-2018	Receive Payment		109	373.35
01-02-2018	Receive Payment		411	373.35
01-02-2018	Receive Payment		209	373.35
01-02-2018	Receive Payment		111	373.35
01-02-2018	Receive Payment		312	398.44
01-02-2018	Receive Payment		308	398.44
01-02-2018	Receive Payment		408	398.44
01-02-2018	Receive Payment		212	398.44
01-02-2018	Receive Payment		208	398.44
01-02-2018	Receive Payment		108	398.44
01-02-2018	Receive Payment		412	398.44
01-02-2018	Receive Payment		114	408.40
01-02-2018	Receive Payment		314	408.40

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2018	Receive Payment		214	408.40
01-02-2018	Receive Payment		206	408.40
01-02-2018	Receive Payment		306	408.40
01-02-2018	Receive Payment		414	408.43
01-02-2018	Receive Payment		202	433.50
01-02-2018	Receive Payment		218	433.50
01-02-2018	Receive Payment		318	433.50
01-02-2018	Receive Payment		302	433.50
01-02-2018	Receive Payment		402	433.50
01-02-2018	Receive Payment		418	433.53
01-02-2018	Receive Payment		106	435.18
01-02-2018	Receive Payment		305	442.58
01-02-2018	Receive Payment		105	442.58
01-02-2018	Receive Payment		215	442.58
01-02-2018	Receive Payment		405	442.58
02-02-2018	Deposit			144.00
05-02-2018	Deposit			216.00
08-02-2018	Receive Payment		214	45.00
08-02-2018	Receive Payment		214	408.40
14-02-2018	Receive Payment		205	5.56
14-02-2018	Receive Payment		307	4.46
19-02-2018	Deposit			216.00
22-02-2018	Receive Payment	067	203	7.17
22-02-2018	Receive Payment		203	342.00
22-02-2018	Receive Payment		203	342.00
22-02-2018	Receive Payment		203	342.00
22-02-2018	Receive Payment		203	342.00
22-02-2018	Deposit			216.00
Total				28,364.62

Additional Information

Uncleared cheques and payments as of 28-02-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
30-11-2017	Bill Payment	8750-2	ROGERS	-56.47
Total				-56.47

Uncleared deposits and other credits as of 28-02-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
31-07-2017	Receive Payment		112	383.12
30-09-2017	Receive Payment		P100	267.80
19-10-2017	Receive Payment		203	13.64
19-10-2017	Receive Payment		203	354.76
19-10-2017	Receive Payment		203	13.64
19-10-2017	Receive Payment		P100	267.80
19-10-2017	Receive Payment		203	354.76
Total				1,655.52

Uncleared deposits and other credits after 28-02-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-03-2018	Receive Payment		203	342.00
01-03-2018	Receive Payment		112	403.45
Total				745.45



ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_7637488 E D 00006 00177

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/O CAPITAL INTEGRAL PM
904 LADY ELLEN PL
OTTAWA ON K1Z 5L5

January 31, 2018 to February 28, 2018

Account number: 00006 108-057-1

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on January 31, 2018	\$25,658.45
Total deposits & credits (9)	+ 28,364.62
Total cheques & debits (12)	- 36,839.07
Closing balance on February 28, 2018	= \$17,184.00

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Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			25,658.45
01 Feb	Direct Payment (PAD's) service total GRADS5209910000		25,330.58	50,989.03
	eCheque deposit 13770		403.45	
	Misc Payment CAPITAL INTEGRA	1,750.00		49,642.48
02 Feb	Misc Payment STRIPE		144.00	49,786.48
05 Feb	Misc Payment STRIPE		216.00	
	Hydro Bill Pmt Hydro Ottawa	51.32		49,951.16
06 Feb	Hydro Bill Pmt Hydro Ottawa	2,078.48		47,872.68
07 Feb	Activity fee	11.85		
	Activity fee	34.50		47,826.33
08 Feb	Direct Payment (PAD's) service total GRADS5209910000		453.40	48,279.73



Business Account Statement

January 31, 2018 to February 28, 2018
Account number: 00006 108-057-1

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
14 Feb	Direct Payment (PAD's) service total GRADS5209910000		10.02	48,289.75
16 Feb	Telephone Bill Pmt BELL CANADA EFT	287.06		48,002.69
19 Feb	Misc Payment STRIPE		216.00	48,218.69
20 Feb	Misc Payment WASTE DISP	290.18		
	Utility Bill Pmt OTTAWA WATER	2,685.86		
	Utility Bill Pmt Enbridge Gas Pre-authorized	4,233.86		41,008.79
21 Feb	Direct Deposits (PDS) service total GRADS7788110000	200.00		40,808.79
22 Feb	Misc Payment STRIPE		216.00	
	eCheque deposit 13770		1,375.17	42,399.96
26 Feb	Web payment WIRE4805700134	5,375.00		
	Direct Deposits (PDS) service total GRADS7788110000	19,840.96		17,184.00
	Closing balance			17,184.00

Account Fees: \$46.35

Important Account Information

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MONTHLY RESERVE FINANCIAL REPORT

OCSCC 893

February 2018

MONTHLY RESERVE FINANCIAL REPORT SUMMARY

OCSCC 893

February 2018

Revenue

All transfers from Operating to Reserve have been done

There were no Reserve expenses this month.

Conclusion

The condo corporation at this point is on budget.

OCSCC #893

PROFIT AND LOSS

February 2018

	TOTAL
EXPENSES	
6002 Interest income for reserve	-163.04
Total Expenses	-163.04
OTHER INCOME	
6001 Contribution from operating	5,741.67
Total Other Income	5,741.67
PROFIT	\$5,904.71

OCSCC #893

PROFIT AND LOSS

February 2018

	TOTAL
EXPENSES	
6002 Interest income for reserve	-163.04
Total Expenses	-163.04
OTHER INCOME	
6001 Contribution from operating	5,741.67
Total Other Income	5,741.67
PROFIT	\$5,904.71

OCSCC #893

1020 Reserve Account, Period Ending 28-02-2018

RECONCILIATION REPORT

Reconciled on: 14-03-2018

Reconciled by: Olesea Axentii

Any changes made to transactions after this date aren't included in this report.

Summary	CAD
Statement beginning balance.....	145,653.71
Cheques and payments cleared (1).....	-1.50
Deposits and other credits cleared (2).....	5,538.04
Statement ending balance.....	151,190.25
Uncleared transactions as of 28-02-2018.....	7.01
Register balance as of 28-02-2018.....	151,197.26

Details

Cheques and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
07-02-2018	Expense			-1.50
Total				-1.50

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2018	Journal	54		5,375.00
02-02-2018	Deposit			163.04
Total				5,538.04

Additional Information

Uncleared deposits and other credits as of 28-02-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-08-2017	Deposit			7.01
Total				7.01



ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_7637488 E D 00006 00178

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/O CAPITAL INTEGRAL PM
904 LADY ELLEN PL
OTTAWA ON K1Z 5L5

January 31, 2018 to February 28, 2018

Account number: 00006 108-059-7

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on January 31, 2018	\$145,653.71
Total deposits & credits (2)	+ 5,538.04
Total cheques & debits (1)	- 1.50
Closing balance on February 28, 2018	= \$151,190.25

Have your business needs changed? We can help.

Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			145,653.71
01 Feb	Deposit interest		163.04	145,816.75
07 Feb	Activity fee	1.50		145,815.25
26 Feb	Web payment RFA TRNSFR 893		5,375.00	151,190.25
	Closing balance			151,190.25

Deposit Interest Earned: \$163.04

Account Fees: \$1.50



Business Account Statement

January 31, 2018 to February 28, 2018
Account number: 00006 108-059-7

Important Account Information

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