May 2024



To: Point Richmond Ridge Board of Directors

From: Kylee Giovannini & the Customer Care Team

Re: May Monthly Closing & Reports

Attached with this email are the month end reports and summary of the month's activities:

Collections & Financials:

- 5/14 Emailed memo and draft collection policy for BOD review regarding 2025 contract w/ HOA CS
- 5/23 forwarded Bat Lady invoice to lockbox for payment and processing
- 5/31 Forwarded AC Moate invoice to Strongroom to be processed from reserves.

Administrative:

- 5/3 Submitted request for reserve study proposal to Reserve Study Group
 - o 5/8 Received proposal and forwarded to board POC for the board's review.
- 5/9 Sent blast email to the board notifying of Kylee Giovannini's return and introducing the team.
- 5/30 Completed Reserve Study questionnaire and submitted contractor contact information to vendor

CC&R Enforcement:

5/23 - 17272 - Stage 1 Yard maintenance w/ 30 day cure period

5/23 - 17228 - stage 1 - disabled vehicles w/30 day cure period

5/23 - 17293 - Stage 1 - Yard Maintenance w/30 day cure period

Architectural (ACC):

Nothing to report

New Owner(s):

None to report

Point Richmond Ridge Homeowners Association

GL Balance Sheet Standard

Posted 05/31/2024

	Operating	Reserves	Total
Assets			
<u>Bank</u>			
AAB Operating Account	29,576.74		29,576.74
Reserve Account		53,270.80	53,270.80
Total Bank	29,576.74	53,270.80	82,847.54
Total Assets	29,576.74	53,270.80	82,847.54
Liabilities & Equity			
Prepaid Assessment	2,050.00		2,050.00
	2,050.00	_	2,050.00
<u>Equity</u>			
Operations Retained Earnings	26,354.68		26,354.68
Reserves Retained Earnings		38,641.16	38,641.16
Net Income	1,172.06	14,629.64	15,801.70
Total Equity	27,526.74	53,270.80	80,797.54
Total Liabilities & Equity	29,576.74	53,270.80	82,847.54
=			

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Point Richmond Ridge Homeowners Association Budget Comparison YTD Variance

Posted 5/1/2024 To 5/31/2024 11:59:00 PM

	Current Month	n Operating		Year to Date Operating				
	Actual	Budget	Actual	Budget	\$ Var	% Var		Annual
Income								
Dues Income	350.00	0.00	24,900.00	24,900.00	0.00	0.00%		49,800.00
Late Fees	75.00	0.00	150.00	0.00	150.00	-100.00%		0.00
Fines Income	100.00	0.00	100.00	0.00	100.00	-100.00%		0.00
Investment/Interest Income	0.62	0.00	3.65	0.00	3.65	-100.00%		0.00
TOTAL	525.62	0.00	25,153.65	24,900.00	253.65	-1.02%		49,800.00
TOTAL Income	525.62	0.00	25,153.65	24,900.00	253.65	-1.02%		49,800.00
Expense								
Website	0.00	0.00	466.99	0.00	(466.99)	-100.00%		0.00
Landscape Maintenance Cc	760.20	760.00	3,801.00	3,800.00	(1.00)	-0.03%		9,122.00
Entry Maintenance	0.00	42.00	0.00	210.00	210.00	100.00%		500.00
Tree Pruning/Removal	0.00	42.00	500.00	210.00	(290.00)	-138.10%		500.00
Backflow Testing	30.00	3.00	30.00	15.00	(15.00)	-100.00%		30.00
Towing	0.00	0.00	0.00	0.00	0.00	0.00%		500.00
TOTAL	790.20	847.00	4,797.99	4,235.00	(562.99)	-13.29%		10,652.00
Administrative								
Insurance Expense	0.00	0.00	0.00	0.00	0.00	0.00%		3,160.00
Legal/Lien Fees	0.00	42.00	0.00	210.00	210.00	100.00%		500.00
Management	600.00	600.00	3,000.00	3,000.00	0.00	0.00%		7,200.00
Filing Fees	0.00	0.00	24.99	75.00	50.01	66.68%		75.00
Reserve Study	0.00	0.00	0.00	1,500.00	1,500.00	100.00%		1,500.00
Office Supplies	1.06	65.00	32.11	325.00	292.89	90.12%		775.00
Postage	2.58	33.00	68.62	165.00	96.38	58.41%		400.00
TOTAL Administrative	603.64	740.00	3,125.72	5,275.00	2,149.28	40.74%		13,610.00
Non-Operating Expense								
Reserve Contribution	0.00	0.00	15,000.00	15,000.00	0.00	0.00%		22,709.00
TOTAL Non-Operating Expen	0.00	0.00	15,000.00	15,000.00	0.00	0.00%		22,709.00
Other Expense								
Contingencies	0.00	547.00	581.00	2,735.00	2,154.00	78.76%		6,569.00
TOTAL Other Expense	0.00	547.00	581.00	2,735.00	2,154.00	78.76%		6,569.00
<u>Taxes</u>								
Taxes Property	0.00	0.00	476.88	585.00	108.12	18.48%		585.00
Taxes Federal	0.00	0.00	0.00	75.00	75.00	100.00%		75.00
TOTAL Taxes	0.00	0.00	476.88	660.00	183.12	27.75%		660.00
TOTAL Expense	1,393.84	2,134.00	23,981.59	27,905.00	3,923.41	14.06%		54,200.00
Excess Revenue / Expense	(868.22)	(2,134.00)	1,172.06	(3,005.00)	4,177.06	139.00%		(4,400.00)
·								

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Point Richmond Ridge Homeowners Association Budget Comparison YTD Variance

Posted 5/1/2024 To 5/31/2024 11:59:00 PM

	Current Month	n Reserves		Year to Date I			
	Actual	Budget	Actual	Budget	\$ Var	% Var	Annual
Income							
Investment/Interest Income	45.08	0.00	206.68	0.00	206.68	-100.00%	0.00
TOTAL	45.08	0.00	206.68	0.00	206.68	0.00%	0.00
Non-Operating Income							
Reserve Income (Transferre	0.00	0.00	15,000.00	15,000.00	0.00	0.00%	22,709.00
TOTAL Non-Operating Incom-	0.00	0.00	15,000.00	15,000.00	0.00	0.00%	22,709.00
TOTAL Income	45.08	0.00	15,206.68	15,000.00	206.68	-1.38%	22,709.00
Expense							
Playground/Park Equip & M	0.00	227.00	577.04	1,135.00	557.96	49.16%	2,719.00
Road Maintenance	0.00	4,415.00	0.00	22,075.00	22,075.00	100.00%	52,974.00
TOTAL	0.00	4,642.00	577.04	23,210.00	22,632.96	97.51%	55,693.00
TOTAL Expense	0.00	4,642.00	577.04	23,210.00	22,632.96	97.51%	55,693.00
Excess Revenue / Expense	45.08	(4,642.00)	14,629.64	(8,210.00)	22,839.64	278.19%	(32,984.00)

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Aging 120 Days Delinquency

Monday, June 10, 2024

13:50

Active Flag Yes Posted Date 05/31/2024

Point Richmond Ridge Homeowners Association

Acct #	Status	Contact	Current	30 - 59 Days	60 - 89 Days	90 Days	>120 Days	Balance
17293	Owner LATE FEE	Baldwin,Matt & Eliza	25.00	25.00	25.00	25.00	25.00	125.00
17229	Owner	Faeth,Amy	25.00	0.00	0.00	0.00	0.00	25.00
Count	: 2		50.00	25.00	25.00	25.00	25.00	150.00

Property Totals

# Units	# Builder	# Resident	# Owners	# Tenants	Owner Ratio
83	0	83	81	2	97.59%

Charge Code Summary

Description	G/L Acct #	Amount
Fine	110000	25.00
Late Fees	110000	125.00
		150.00

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Posting Code Transaction Detail

Posted Date 5/1/2024 To 5/31/2024 11:59:00 PM

Point Richmond Ridge Homeowners Association

Code	Date	Source	Acct #	Unit Address	Resident Contact	Amount
Late Fees						
Late Fees	5/8/2024	Late Fee	17229	13414 13th Avenue NW	Amy Faeth	25.00
Late Fees	5/8/2024	Late Fee	17293	13615 13th Avenue NW	Matt & Elizabeth Baldwin	25.00
					5/8/2024 Count: 2	50.00
					Count: 2	50.00
Payment						
Payment	5/9/2024	Lockbox	17229	13414 13th Avenue NW	Amy Faeth	-375.00
					5/9/2024 Count: 1	-375.00
Payment	5/20/2024	Lockbox	17293	13615 13th Avenue NW	Matt & Elizabeth Baldwin	-150.00
					5/20/2024 Count: 1	-150.00
Payment	5/29/2024	Lockbox	17230	13408 13th Avenue NW	Michael & Laila Becker	-300.00
					5/29/2024 Count: 1	-300.00
Payment	5/30/2024	Lockbox	17301	1207 139th Street NW	Wesley & Yong Redlin	-300.00
					5/30/2024 Count: 1	-300.00
Payment	5/31/2024	Lockbox	17234	13303 13th Avenue NW	Anthony & Diane Jackson	-300.00
Payment	5/31/2024	Lockbox	33732	13518 11th Avenue CT NW	Gavin & Laura Grinnell	-300.00
					5/31/2024 Count: 2	-600.00
					Count: 6	-1,725.00

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Point Richmond Ridge Homeowners Association

Bank Statement Attachments



Alliance Association Bank, a division of Western Alliance Bank. Member FDIC.

PO Box 26237 • Las Vegas, NV 89126-0237

Return Service Requested

POINT RICHMOND RIDGE HOMEOWNERS C/O HOA COMMUNITY SOLUTIONS LLC RESERVE PO BOX 364 GIG HARBOR WA 98335-0364 Last statement: April 30, 2024 This statement: May 31, 2024 Total days in statement period: 31

Page 1 XXXXXX5357 (0)

Direct inquiries to: 888-734-4567

Alliance Association Bank 3033 W Ray Road, Ste 200 Chandler AZ 85226

THANK YOU FOR BANKING WITH US!

AAB Association MMA

Account number	XXXXXX5357	Beginning balance	\$53,225.72
Low balance	\$53,225.72	Total additions	45.08
Average balance	\$53,225.72	Total subtractions	0.00
Avg collected balance	\$53,225	Ending balance	\$53,270.80
Interest paid year to date	\$206.68		

CREDITS

Date	Description	Additions
05-31	' Interest Credit	45.08

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
04-30	53.225.72	05-31	53.270.80		

INTEREST INFORMATION

Annual percentage yield earned 1.00% Interest-bearing days 31 Average balance for APY \$53,225.72 Interest earned \$45.08

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



Alliance Association Bank, a division of Western Alliance Bank. Member FDIC.

PO Box 26237 • Las Vegas, NV 89126-0237

Return Service Requested

POINT RICHMOND RIDGE HOMEOWNERS C/O HOA COMMUNITY SOLUTIONS, LLC OPERATING PO BOX 364 GIG HARBOR WA 98335-0364 Last statement: April 30, 2024 This statement: May 31, 2024 Total days in statement period: 31

Page 1 XXXXXX9091 (3)

Direct inquiries to: 888-734-4567

Alliance Association Bank 3033 W Ray Road, Ste 200 Chandler AZ 85226

THANK YOU FOR BANKING WITH US!

AAB Community Checking

Account number	XXXXXX9091	Beginning balance	\$29,244.96
Enclosures	3	Total additions	1,725.62
Low balance	\$28,406.12	Total subtractions	1,363.84
Average balance	\$29,067.92	Ending balance	\$29,606.74
Avg collected balance	\$29,067		

CHECKS

Number	Date	Amount	Number	Date	Amount
100174	05-21	760.20	100176	05-20	1.78
100175	05-16	601.86			

CREDITS

Date	Description	Additions
05-09	' Lockbox Deposit	375.00
05-20	' Lockbox Deposit	150.00
05-29	' Lockbox Deposit	300.00
05-30	' Lockbox Deposit	300.00
<u>05-31</u>	' Lockbox Deposit	600.00
05-31	' Interest Credit	0.62

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
04-30	29,244.96	<u>05-16</u>	29,018.10	05-21	28,406.12
05-09	29.619.96	05-20	29.166.32	05-29	28.706.12

POINT RICHMOND RIDGE HOMEOWNERS

May 31, 2024

Page 2 XXXXXX9091

Date	Amount	Date	Amount	Date	Amount
05-30	29,006.12	05-31	29,606.74		

INTEREST INFORMATION

Annual percentage yield earned 0.03% Interest-bearing days 31 Average balance for APY \$29,067.92 Interest earned \$0.62

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

	d Ridge Homeowners Association munity Solutions A 98335	Alliance Association Bank 3033 West Ray Road Suite 200 Chandley AZ 85283	DATE:_	100174 05/07/2024
PAY TO THE ORDER OF	Thornhill Landscaping Services L Seven Hundred Sixty Dollars and Twenty Ce		\$ 760.	DOLLARS (1986)
memo: Inv	: 1850	Steen	ik labert	?
		U	•	

05/21/2024 100174 \$760.20

C/O HOA Com PO Box 364 Gig Harbor, W	munity Solutions	rs Association	Alliance Association Bank 3033 West Ray Road Suite 200 Chandler, AZ 85283	DATE	100175 05/07/2024
PAY TO THE ORDER OF	HOA Comm	nunity Solutions Dollars and Eighty-Six Cents		\$ 60	01.86
memo: A	t: \7904: inv: 050124-790	4	8	entel abu	ß '

05/16/2024 100175 \$601.86



05/20/2024 100176 \$1.78

Account: *****9091

Period: May 01, 2024 - May 31, 2024

Page: 3

Point Richmond Ridge Homeowners Association

Bank Reconciliation Expanded Detail Consolidated

 Bank: Reserve Account
 Account: *****5357

 Statement Date:
 5/31/2024
 G/L Balance:
 53,270.80

 Linked Statement:
 060724100055_5357_053124.PDF
 Statement Balance:
 53,270.80

Total Deposits / Adjustments: 45.08

Statement Balance: 53,270.80

Outstanding Items:

Bank Reconciliation Summary: Reserve Account: ******5357

G/L Balance: 53,270.80

Uncleared Checks, Credits: 0.00
Uncleared Deposits, Debits: 0.00

G/L Difference: 53,270.80

Statement Balance: 53,270.80 G/L and Balance Difference: 0.00

* voided check

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Point Richmond Ridge Homeowners Association

Bank Reconciliation Expanded Detail Consolidated

 Bank: AAB Operating Account
 Account: ******9091

 Statement Date:
 5/31/2024
 G/L Balance: 29,576.74

 Linked Statement:
 060724100143_9091_053124.PDF
 Statement Balance: 29,606.74

Item	Date	Check #	Amount	Balance
			Previous Balance:	29,244.96
Thornhill Landscaping Services LLC	5/7/2024	100174	-760.20	28,484.76
HOA Community Solutions	5/7/2024	100175	-601.86	27,882.90
SouthData Inc	5/9/2024	100176	-1.78	27,881.12
		Total Checks:	-1,363.84	
Lockbox	5/9/2024		375.00	28,256.12
Lockbox	5/20/2024		150.00	28,406.12
Lockbox	5/29/2024		300.00	28,706.12
Lockbox	5/30/2024		300.00	29,006.12
Bank Reconcile: Interest Earned	5/31/2024		0.62	29,006.74
Lockbox	5/31/2024		600.00	29,606.74
	Total Deposi	ts / Adjustments	1,725.62	

Outstanding Items:

Check #	Date	Reference	Uncleared Checks
100177	5/28/2024	Bat Lady LLC	30.00
			30.00

Statement Balance:

29,606.74

G/L Balance: 29,576.74
Uncleared Checks, Credits: 30.00
Uncleared Deposits, Debits: 0.00

G/L Difference: 29,606.74

Statement Balance: 29,606.74 G/L and Balance Difference: 0.00

* voided check

6/10/2024 1:50:27 PM Page 2 of 2

Check Date 5/1/2024 To 5/31/2024 11:59:00 PM

Point Richmond Ridge Homeowners Association

Ctrl # Invoice #	Invoice Bank	Expense	Amount	Check #	Check Date Memo	Status
Bat Lady LLC		Location: E	Bat Lady LLC			
133757 051624-	5/16/2024 AAB Opera	ting A ₁ 610130: Backflow Testing	30.00	100177	5/28/2024	PAID
			30.00			
HOA Community Solu	itions	Location: F	HOA Community S	olutions		
132637 050124-7904	5/1/2024 AAB Opera	ting A ₁ 501006: Management	600.00	100175	5/7/2024	PAID
132637 050124-7904	5/1/2024 AAB Opera	ting A ₁ 503010: Postage	1.36	100175	5/7/2024	PAID
132637 050124-7904	5/1/2024 AAB Opera	ting A ₁ 503000: Office Supplies	0.50	100175	5/7/2024	PAID
			601.86			
SouthData Inc		Location: S	SouthData Inc			
132822 994228590	4/30/2024 AAB Opera	ting A ₁ 503010: Postage	1.22	100176	5/9/2024	PAID
132822 994228590	4/30/2024 AAB Opera	ting A ₁ 503000: Office Supplies	0.56	100176	5/9/2024	PAID
			1.78			
Thornhill Landscaping	Services LLC	Location: Ţ	hornhill Landscap	ing Servi	ces LLC	
132636 1850	5/3/2024 AAB Opera	ting A ₁ 610005: Landscape Maint	tenanc 760.20	100174	5/7/2024 Invoice 1850	PAID
			760.20			
Count: 7	nt Richmond Ridge	Homeowners Association	n \$1,393.84			

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Point Richmond Ridge Homeowners Association

AP Attachments

010228 HOA Community Solutions

Invoice Date: Due Date: Apr 30, 2024 May 15, 2024

\$1.78

0228PRRH	Point Richmond Ridge		
A STATE OF THE PROPERTY OF THE PARTY OF THE	4/11/24 Point Richmond Ridge		
2	Mailing Sheet	\$0.010	00 \$0.02
2	Simplex Letter	\$0.10	74 \$0.21
2	Outer Envelope	\$0.053	37 \$0.11
2	Assembly Fee	\$0.050	00 \$0.10
1	Recovery Surcharge		\$0.08
1	Sales Tax		\$0.04
1	Postage Discount on First Class Mai		\$-0.14
1	Postage To Mail Items To Users		\$1.36

Total Charges For 0228PRRH

South Data

201 Technology Lane Mount Airy, NC 27030-6684 www.southdata.com 800.549.4722

Eliminate Returned Mail

SouthData's fully automated SignatureMail® Service streamlines the entire mailing process for you, saving time and money.

SouthData combines three services required by the United States Postal Service:

- · Coding Accuracy Support System
- Delivery Point Validation
- Locatable Address Conversion Systems
- National Change of Address

Our SignatureMail® updates your addresses as your mail is processed, so you have a successful mailing the first time.



Contact SouthData to learn more about SignatureMail® Service: 800.549.4722 or www.southdata.com

For Invoicing Questions Call (336) 719-5000 (800) 281-8604

Goods & Services	Postage	Shipping/Handling	Sales Tax	Applied Postage	Total Charges	Amount Due
\$0.52	\$1.22	\$0.00	\$0.04	\$0.00	\$1.78	\$1.78

Page 1 of 1

PLEASE DETACH LOWER PORTION AND RETURN WITH PAYMENT IN THE ENCLOSED ENVELOPE



201 Technology Lane Mount Airy, NC 27030-6684

INVOICE #	994228590	AMOUNT DUE
CLIENT #	010228	\$1.78
DUE DATE	May 15, 2024	

MAKE CHECK PAYABLE & REMIT TO:

POINT RICHMOND RIDGE C/O HOA COMMUNITY SOLUTIONS PO BOX 364 GIG HARBOR WA 98335-0364 SOUTHDATA, INC. 201 TECHNOLOGY LN MOUNT AIRY NC 27030-6684

15429097-28-86-237

HOA Community Solutions P.O. Box 364 Gig Harbor, WA 98335 Phone: 253-985-3812

Account Number:	Statement Date	
17904	5/1/2024	
Due Date	Amount Due:	
05/30/24	601.86	

Make checks payable to your association

Point Richmond Ridge Point Richmond Ridge

Send payment To:

HOA Community Solutions P.O. Box 364 Gig Harbor WA 98335

DATE	TRANSACTION	AMOUNT	BALANCE	MEMO	
		Balance Forward:	0.00		
5/1/2024	Monthly Management Fees	600.00	600.00	Monthly Management Fee	
5/1/2024	Postage Reimbursement	1.36	601.36	April postage	
5/1/2024	Supplies/Copies Reimburseme	eı 0.50	601.86	April Office Supplies	

Pay This Amount: \$601.86

Please send all correspondence or any inquiries on your invoice to:

HOA Community Solutions P.O. Box 364 Gig Harbor, WA 98335

Questions? Email us at info@hoacommunitysolutions.com or visit our website www.hoacommunitysolutions.com

Payments not received by the due date are subject to a \$15.00 per month late fee

FOLD ON PERFORATIONS, DETACH COUPON, AND RETURN IT WITH YOUR PAYMENT

Point Richmond Ridge Point Richmond Ridge

Please make checks payable HOA Community Solutions. Detach and return this portion with your remittance.

Account Number:	Payment Due By:
17904	05/30/24
Amount Due:	Amount Enclosed:
601.86	

Property: Point Richmond Ridge

HOA Community Solutions P.O. Box 364 Gig Harbor WA 98335

Point Richmond Ridge

Date April

Mailing

				Postage Amt	Total postage
<u>Type</u>	<u>De</u>	escription escription	# of Pieces	per piece	<u>cost</u>
28-Mar Tax Return	IRS		1	0.68	0.68
8-Apr refund	Nieves		1	0.68	0.68
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
				Total	\$ 1.36
Copies & Supplies			# of pages	Cost	<u>Total</u>
28-Mar Tax Return	IRS		1	0.44	0.44
8-Apr refund	Nieves		1	0.06	0.06
•					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
				Total	\$ 0.50
Other Expenses					
				T-4	
				Total	and the second second
Total		i greta (st.)			\$ 1.86



Thornhill Landscaping Services LLC

PO Box 1174 | Gig Harbor, Washington 98335 (253)-514-5308 | davebrownthornhill@gmail.com

RECIPIENT:

Point Richmond Ridge

14315 62nd Avenue Northwest Gig Harbor, Washington 98332

SERVICE ADDRESS:

14315 62nd Avenue Northwest Gig Harbor, Washington 98332

Invoice #1850 Issued May 03, 2024 Due Jun 02, 2024 Total \$760.20

For Services Rendered

Product/Service	Description	Qty.	Unit Price	Total
Apr 30, 2024				
April Monthly Installment		1	\$700.00	\$700.00

Thank you for your business. Please contact us with any questions regarding this invoice.

Total	\$760.20
Gig Harbor (8.6%)	\$60.20
Subtotal	\$700.00

Pay Now



BAT Lady LLC

DATE: 5/16/2024

P.O. BOX 227 Vaughn, WA 98394 253-514-9935 batlady@yahoo.com License# BATLALL783BS

TO: Point Richmond Ridge HOA Gig Harbor, WA 98332

PLEASE NOTE: IF A BALANCE IS DUE A COPY OF YOUR REPORT WILL NOT BE SUBMITTED TO THE WATER COMPANY.

DESCRIPTION	
BACKFLOW ASSEMBLY TESTING	\$30.00
You can now pay by Venmo by scanning the code below with your phone. Please include your address	
AMOUNT PÁID	\$0
TOTAL DUE	\$30.00

Approved FOR PAYMENT SHOW UNDER MISC.EXPENSE, BACKFLOW TESTING.

THANK YOU SO MUCH FOR YOUR BUSINESS

FULLY, PRESIDENT, PRRIHOA 5/20/24

[Treasurer, PRRIHOA 5/21/24