

*Printed by: Elisa Koelliker*

*Tags: Inbox, Inbox, Inbox, Inbox, Inbox*

*Date: Tuesday, March 7th 2023, 01:32:14 PM -06:00 CST*

*Subject: Re: Deposit correction (4010-4014 3rd ST) RE: Property Deposit*

*From: Marian Perez via [ap.scope@proper.ai](mailto:ap.scope@proper.ai) <[ap.scope@proper.ai](mailto:ap.scope@proper.ai)>*

*To: <[dcrosby@scopeprops.com](mailto:dcrosby@scopeprops.com)>, Michelle Carr-Boone <[mcarrboone@scopeprops.com](mailto:mcarrboone@scopeprops.com)>, Accounting <[accounting@scopeprops.com](mailto:accounting@scopeprops.com)>*

*Cc: Nicole McCray <[nmccray@scopeprops.com](mailto:nmccray@scopeprops.com)>, <[daniel.rojas@proper.ai](mailto:daniel.rojas@proper.ai)>, <[luz.martinez@proper.ai](mailto:luz.martinez@proper.ai)>, Brian Singh <[brian@proper.ai](mailto:brian@proper.ai)>*

Hello Daniel,

I hope you're doing great. I wanted to follow up on this matter. The requested bills have been deleted, the total amount for them is \$198.50. Please let us know once the amount is returned to 4010 3rd St SE, LLC - Operating account, or advise how you would like this to be considered.

Thank you,

—  
Marian Perez  
AP Specialist II

On March 1, 2023 at 9:53 AM GMT-7 [ap.scope@proper.ai](mailto:ap.scope@proper.ai) wrote:

Hello Daniel,

The requested bills have been deleted, the total amount for them is \$198.50. Please let us know once the amount is returned to 4010 3rd St SE, LLC - Operating account, or advise how you would like this to be considered.

Thank you,

—  
Marian Perez  
AP Specialist II

On February 27, 2023 at 11:53 AM GMT-7 [dcrosby@scopeprops.com](mailto:dcrosby@scopeprops.com) wrote:

Please delete these bills. They are solicitations and should not have been submitted for payment.

**Daniel Crosby**

Founder & CEO  
Scope Property Management  
D: (240) 667-2669  
eFax: (301) 576-4474  
[www.scopeprops.com](http://www.scopeprops.com)



**From:** Marian Perez <[ap.scope@proper.ai](mailto:ap.scope@proper.ai)>

**Sent:** Monday, February 27, 2023 1:51 PM

**To:** Daniel Crosby <[dcrosby@scopeprops.com](mailto:dcrosby@scopeprops.com)>; Michelle Carr-Boone <[mcarrboone@scopeprops.com](mailto:mcarrboone@scopeprops.com)>; Accounting <[accounting@scopeprops.com](mailto:accounting@scopeprops.com)>

**Cc:** Nicole McCray <[NMccray@scopeprops.com](mailto:NMccray@scopeprops.com)>; [daniel.rojas@proper.ai](mailto:daniel.rojas@proper.ai); [luz.martinez@proper.ai](mailto:luz.martinez@proper.ai); Brian Singh <[brian@proper.ai](mailto:brian@proper.ai)>

**Subject:** Re: Deposit correction (4010-4014 3rd ST) RE: Property Deposit

Hello Daniel,

Please confirm if the first two bills listed above should have Scope as the payee. They're both listed with payee [D.O.C.S](#), please see the following links for details:

- [https://scopeprops.appfolio.com/accounting/payable\\_invoices/91714](https://scopeprops.appfolio.com/accounting/payable_invoices/91714)
- [https://scopeprops.appfolio.com/accounting/payable\\_invoices/91712](https://scopeprops.appfolio.com/accounting/payable_invoices/91712)

Is Scope going to be paying directly to the vendor?

Thanks in advance,

—  
Marian Perez  
AP Specialist II

On February 27, 2023 at 7:04 AM GMT-7 [dcrosby@scopeprops.com](mailto:dcrosby@scopeprops.com) wrote:

Proper,

Here are the manual transfers and business reason why these took place this morning:

1. The deposit of \$19,218.22 on Friday 2/24 was placed into the wrong bank account. I have moved those funds from Acct# 118894179 to the correct Operating Account of 118894188 for this property.

Show details ▼	4010 3RD ST SE ASSET 118894170	4010 3RD ST SE OPERATING 118894188	19,218.22	Feb 27, 2023	One-time	Approved	transfer to operating account	Edit	Delete
Show details ▼	4010 3RD ST SE OPERATING 118894188	OPERATING ACCOUNT 118873411	1,060.76	Feb 27, 2023	One-time	Approved	Payment of outstanding bills to SPM	Edit	Delete

2. The bank account associated with 4010-4014 3<sup>rd</sup> ST SE is still in a "PENDING" Status for online payables. I went ahead and transferred the total amount due from 4010-4014 3<sup>rd</sup> over to SPM in the amount of \$1060.76 (see above). Please go into AppFolio and marked these bills (see below) as paid.

4010-4014 3rd Street SE, Washington, DC 20032

Property Manager: Duan Duckett

#### Property Summary

Beginning Balance	0.00
Cash In	0.00
Cash Out	0.00
Management Fees	0.00
Ending Cash Balance	0.00
Unpaid Bills	-1,060.76
Property Reserve	-4,000.00
<b>Net Owner Funds</b>	<b>-5,060.76</b>

**Please Remit Balance Due** 5,060.76

#### Transactions

Date	Payee / Payer	Type	Reference	Description	Cash In	Cash Out	Balance
Beginning Cash Balance as of 01/01/2023							0.00
<b>Total</b>					<b>0.00</b>	<b>0.00</b>	

#### Bills Due

Due Date	Payee	Description	Unpaid
04/28/2022	SPM Vendor	L00007337241 - 2490 Market St NE Ste 622	99.25
05/19/2022	SPM Vendor	L00007343832 - 2490 Market St NE Ste 622	99.25
08/11/2022	SPM Vendor	Amazon 08112022 - CC 2101	2.73
12/28/2022	SPM Vendor	Order #WB33934128 - CC 3099	9.50
02/08/2023	SPM Vendor	The Home Depot Receipt #2583-97-94009 - CC 3099	240.03
02/09/2023	Scope Property Management	Pass out welcome bag to every unit of building	110.00
02/09/2023	Scope Property Management	Installed marquee in building	110.00
02/23/2023	SPM Vendor	Fixed Mgmt Fee per unit	390.00
<b>Total</b>			<b>1,060.76</b>

#### Daniel Crosby

Founder & CEO  
Scope Property Management  
D: (240) 667-2669  
eFax: (301) 576-4474  
[www.scopeprops.com](http://www.scopeprops.com)



**From:** Michelle Carr-Boone <[mcarrboone@scopeprops.com](mailto:mcarrboone@scopeprops.com)>

**Sent:** Friday, February 24, 2023 4:44 PM

**To:** Billing Forward <[ap.scope@proper.ai](mailto:ap.scope@proper.ai)>; Accounting <[accounting@scopeprops.com](mailto:accounting@scopeprops.com)>

**Cc:** Daniel Crosby <[dcrosby@scopeprops.com](mailto:dcrosby@scopeprops.com)>

**Subject:** Property Deposit

Good evening Team Proper,

Please post the following property deposits:

**Dan Crosby Portfolio Operating 3866**

Linda Butler – 3319 18<sup>th</sup> Place **\$1668.00**

**Santorini Capital LLC Operating 7479**

Gloria Anthony – 1717 S St. #103 **\$826.00**

**The following property is a new onboard. We are currently awaiting the corrected leases and HAP information from the owner.**

**4010 Third Street Partners LLC**

**Fredericka Freeman** – 4014 3<sup>rd</sup> Street #301 #301 **\$650.00**

**Takara Michelin** - 4010 3<sup>rd</sup> Street #201 **\$945.22**

**Lisa Hammond** – 4010 3<sup>rd</sup> Street #204 **\$1327.00**

**Karla Johnson** – 4014 3<sup>rd</sup> Street #203 **\$1776.00**

**Subsidized rents - \$14,520.00 A backup breakdown was not provided for the subsidized rent portion of the payment. We are awaiting the details from the owner.**

**We are working on our end to get the corrected lease and HAP information by the close of business Tuesday, February 27, 2023.**

**Have a great weekend!**

Best regards,

Michelle Carr-Boone | Resident Experience Manager

Scope Property Management

Email: [mcarrboone@scopeprops.com](mailto:mcarrboone@scopeprops.com)

Office: 240-492-6660

E-Fax: 240-745-3996

***“THE ONLY IMPOSSIBLE JOURNEY IS THE ONE YOU NEVER BEGIN.”***

***– TONY ROBBINS***



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