

Southview Manor
Balance Sheet

Preview

December, 2020

Balance

Assets

Current Assets

5	UMB General Fund	401,647.75
9	Petty Cash	200.00
15	Accts Receivable Due from COCC	100,628.98
20	Allowance for Doubtful Accounts	9,715.16
29	Prepaid Insurance	50,140.28
60	Allow for Obsolete Inventory	34,349.15
169	CFP HUD Rec/Deferred Revenue	(95,445.07)

Total Current Assets 501,236.25

Non-Current Assets

170	Leasehold Improvements	411,385.85
171	Land	257,925.00
172	Buildings	6,040,839.89
174	Equipment - Admin	66,932.74
175	Accumulated Depreciation	(5,243,549.00)

Total Fixed Assets 1,533,534.48

Total Assets

2,034,770.73

Liabilities

Current Liabilities

300	Tenants Security Deposit	23,500.00
304	Accts Payable Due to COCC	245,842.74
306	Accrued Comp Absences	3,033.76

Total Current Liabilities 272,376.50

Non-Current Liabilities

470	Comp Absences - NonCurrent	375.73
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Total Non-Current Liabilities 375.73

Total Liabilities

272,752.23

Net Assets

600	Capitalized Assets	1,533,534.48
602	Unrestricted Assets	262,611.54
700	Current Year Net Income (Loss)	(34,127.52)

Total Net Assets 1,762,018.50

Total Liabilities and Net Assets

2,034,770.73

Southview Manor
Board Operating Statement

Preview

December, 2020

	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
Income		
Dwelling Rent	27,613.03	249,733.03
Excess Utilities	0.00	179.11
Other Income - Tenant Charges & Fees	200.00	2,685.75
Income - Other Sources	816.53	9,334.69
HUD PH Op CARE Grant Funds	0.00	52,171.00
Transfers from Capital Fund Grants	0.00	150,000.00
HUD Subsidy Earned	35,257.00	265,256.00
Operating Income	63,886.56	729,359.58
Expenses		
Administrative Salaries	5,125.73	38,960.90
Admin Salaries - COVID Haz Pay	0.00	8,462.34
Legal Expense	200.00	2,330.75
Staff Training	118.99	118.99
Staff Training - COVID	0.00	300.00
Travel	0.00	18.00
Audit Fee	0.00	4,000.00
Sundry	615.48	615.48
Office Supplies	702.08	1,641.61
Computer Support / Repair	0.00	7,124.37
Advertising	351.88	568.54
Publications	0.00	83.80
Membership Dues and Fees	46.00	475.30
Telephone/DSL Lines	774.02	6,062.89
Admin Expenses - COVID Related	111.92	6,662.97
Misc. Admin Expenses	8,291.34	8,667.72
Admin Contracts	191.66	3,586.37
Tenant Screening	9.52	275.05
Copier Lease/Usage	283.27	1,819.56
Management Fees	6,877.52	62,959.65
Bookkeeping Fees	1,020.00	9,337.50
Asset Management Fees	1,450.00	13,050.00
Tenant Services - Salaries	567.00	2,116.80
Tenant Services - Other incurred service cost	60.60	4,008.09
Water	2,025.91	19,414.33
Electricity	9,228.71	67,272.98
Other Utilities Expense	2,739.05	24,558.28
Maintenance Labor	5,877.43	44,052.55
Maint Labor - COVID Haz Pay	0.00	10,871.60
Materials	10,901.31	28,078.32
Materials - COVID	0.00	6,245.06
Contract Cost	6,017.84	39,459.40
Contract Costs - COVID	0.00	13,422.49
Contracts - Heating and Cooling	5,064.83	22,432.76
Elevator Contract	0.00	702.48
Contracts - Landscape and Grounds	0.00	3,200.00
Contracts - Unit Turnaround	5,671.88	16,943.83
Contracts Electrical	360.00	2,015.00
Contracts - Plumbing	4,671.51	5,591.49
Contracts - Extermination	4,262.00	22,146.00
Contracts - Janitorial	3,992.67	13,551.81
Contract Costs - Misc	425.00	4,689.62
Trash Removal	2,300.00	12,710.00
Vehicle Maintenance	0.00	404.72
Appliance/equipment Maint & Repair	0.00	3,330.00

Southview Manor
Board Operating Statement

Preview

December, 2020

	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
Insurance - Prop	3,313.20	29,391.28
Insurance - Liability	355.17	3,150.69
Insurance - Workman's Comp	527.73	4,221.56
Insurance - Other	208.91	1,789.02
Employee Benefit - Admin	587.82	17,217.00
Employee Benefits - Maint	928.96	8,618.91
Collection Losses	4,610.24	4,759.24
Operating Expenses	100,867.18	613,487.10
Operating Profit / (Loss)	(36,980.62)	115,872.48
Retained Earnings		115,872.48

Report Selections

Southview Manor

Board Operating Statement / Budget

Preview

December, 2020

	<u>Monthly Totals</u>	<u>PUM</u>	<u>Monthly Budget</u>	<u>PUM</u>	<u>YTD Totals</u>	<u>PUM</u>	<u>YTD Budget</u>	<u>PUM</u>
Income								
Dwelling Rent	27,613.03	190.43	27,083.33	186.78	249,733.03	191.37	243,750.00	186.78
Excess Utilities	0.00	0.00	0.00	0.00	179.11	0.14	0.00	0.00
Other Income - Tenant Charges &	200.00	1.38	435.42	3.00	2,685.75	2.06	3,918.75	3.00
Income - Other Sources	816.53	5.63	1,000.00	6.90	9,334.69	7.15	9,000.00	6.90
HUD PH Op CARE Grant Funds	0.00	0.00	0.00	0.00	52,171.00	39.98	0.00	0.00
Transfers from Capital Fund Grant	0.00	0.00	10,000.00	68.97	150,000.00	114.94	90,000.00	68.97
HUD Subsidy Earned	35,257.00	243.15	25,284.67	174.38	265,256.00	203.26	227,562.00	174.38
Operating Income	63,886.56	440.60	63,803.42	440.02	729,359.58	558.90	574,230.75	440.02
Expenses								
Administrative Salaries	5,125.73	35.35	4,394.17	30.30	38,960.90	29.86	39,547.50	30.30
Admin Salaries - COVID Haz Pay	0.00	0.00	0.00	0.00	8,462.34	6.48	0.00	0.00
Legal Expense	200.00	1.38	208.33	1.44	2,330.75	1.79	1,875.00	1.44
Staff Training	118.99	0.82	41.67	0.29	118.99	0.09	375.00	0.29
Staff Training - COVID	0.00	0.00	0.00	0.00	300.00	0.23	0.00	0.00
Travel	0.00	0.00	83.34	0.57	18.00	0.01	750.00	0.57
Audit Fee	0.00	0.00	333.33	2.30	4,000.00	3.07	3,000.00	2.30
Sundry	615.48	4.24	166.67	1.15	615.48	0.47	1,500.00	1.15
Office Supplies	702.08	4.84	166.67	1.15	1,641.61	1.26	1,500.00	1.15
Expendable Office Equipment	0.00	0.00	166.67	1.15	0.00	0.00	1,500.00	1.15
Computer Support / Repair	0.00	0.00	416.67	2.87	7,124.37	5.46	3,750.00	2.87
Advertising	351.88	2.43	20.83	0.14	568.54	0.44	187.50	0.14
Publications	0.00	0.00	29.17	0.20	83.80	0.06	262.50	0.20
Membership Dues and Fees	46.00	0.32	145.83	1.01	475.30	0.36	1,312.50	1.01
Telephone/DSL Lines	774.02	5.34	625.00	4.31	6,062.89	4.65	5,625.00	4.31
Collection Agent Fees & Court Cos	0.00	0.00	125.00	0.86	0.00	0.00	1,125.00	0.86
Admin Expenses - COVID Related	111.92	0.77	0.00	0.00	6,662.97	5.11	0.00	0.00
Misc. Admin Expenses	8,291.34	57.18	208.33	1.44	8,667.72	6.64	1,875.00	1.44
Admin Contracts	191.66	1.32	1,125.00	7.76	3,586.37	2.75	10,125.00	7.76
Tenant Screening	9.52	0.07	333.33	2.30	275.05	0.21	3,000.00	2.30
Copier Lease/Usage	283.27	1.95	175.00	1.21	1,819.56	1.39	1,575.00	1.21
Management Fees	6,877.52	47.43	6,166.67	42.53	62,959.65	48.24	55,500.00	42.53
Bookkeeping Fees	1,020.00	7.03	1,000.00	6.90	9,337.50	7.16	9,000.00	6.90
Asset Management Fees	1,450.00	10.00	1,541.67	10.63	13,050.00	10.00	13,875.00	10.63
Tenant Services - Salaries	567.00	3.91	125.00	0.86	2,116.80	1.62	1,125.00	0.86
Tenant Services - Other incurred s	60.60	0.42	375.00	2.59	4,008.09	3.07	3,375.00	2.59
Water	2,025.91	13.97	2,500.00	17.24	19,414.33	14.88	22,500.00	17.24
Electricity	9,228.71	63.65	11,395.83	78.59	67,272.98	51.55	102,562.50	78.59
Other Utilities Expense	2,739.05	18.89	2,708.33	18.68	24,558.28	18.82	24,375.00	18.68
Maintenance Labor	5,877.43	40.53	5,795.25	39.97	44,052.55	33.76	52,157.25	39.97
Maint Labor - COVID Haz Pay	0.00	0.00	0.00	0.00	10,871.60	8.33	0.00	0.00
Materials	10,901.31	75.18	2,533.33	17.47	28,078.32	21.52	22,800.00	17.47
Materials - COVID	0.00	0.00	0.00	0.00	6,245.06	4.79	0.00	0.00
Contract Cost	6,017.84	41.50	833.33	5.75	39,459.40	30.24	7,500.00	5.75
Contract Costs - COVID	0.00	0.00	0.00	0.00	13,422.49	10.29	0.00	0.00
Contracts - Heating and Cooling	5,064.83	34.93	2,500.00	17.24	22,432.76	17.19	22,500.00	17.24
Elevator Contract	0.00	0.00	1,000.00	6.90	702.48	0.54	9,000.00	6.90
Contracts - Landscape and Ground	0.00	0.00	291.67	2.01	3,200.00	2.45	2,625.00	2.01
Contracts - Unit Turnaround	5,671.88	39.12	2,291.67	15.80	16,943.83	12.98	20,625.00	15.80
Contracts Electrical	360.00	2.48	83.33	0.57	2,015.00	1.54	750.00	0.57
Contracts - Plumbing	4,671.51	32.22	125.00	0.86	5,591.49	4.28	1,125.00	0.86
Contracts - Extermination	4,262.00	29.39	1,875.00	12.93	22,146.00	16.97	16,875.00	12.93

Southview Manor

Board Operating Statement / Budget

Preview

December, 2020

	<u>Monthly Totals</u>	<u>PUM</u>	<u>Monthly Budget</u>	<u>PUM</u>	<u>YTD Totals</u>	<u>PUM</u>	<u>YTD Budget</u>	<u>PUM</u>
Contracts - Janitorial	3,992.67	27.54	1,666.67	11.49	13,551.81	10.38	15,000.00	11.49
Contract Costs - Misc	425.00	2.93	2,291.67	15.80	4,689.62	3.59	20,625.00	15.80
Trash Removal	2,300.00	15.86	625.00	4.31	12,710.00	9.74	5,625.00	4.31
Vehicle Maintenance	0.00	0.00	20.83	0.14	404.72	0.31	187.50	0.14
Appliance/equipment Maint & Rep	0.00	0.00	0.00	0.00	3,330.00	2.55	0.00	0.00
Insurance - Prop	3,313.20	22.85	3,333.33	22.99	29,391.28	22.52	30,000.00	22.99
Insurance - Liability	355.17	2.45	333.33	2.30	3,150.69	2.41	3,000.00	2.30
Insurance - Workman's Comp	527.73	3.64	375.00	2.59	4,221.56	3.23	3,375.00	2.59
Insurance - Other	208.91	1.44	166.67	1.15	1,789.02	1.37	1,500.00	1.15
Employee Benefit - Admin	587.82	4.05	2,230.92	15.39	17,217.00	13.19	20,078.25	15.39
Employee Benefits - Maint	928.96	6.41	2,165.00	14.93	8,618.91	6.60	19,485.00	14.93
Collection Losses	4,610.24	31.79	375.00	2.59	4,759.24	3.65	3,375.00	2.59
Operating Expenses	100,867.18	695.64	65,489.51	451.65	613,487.10	470.11	589,405.50	451.65
Operating Profit / (Loss)	(36,980.62)	(255.04)	(1,686.09)	(11.63)	115,872.48	88.79	(15,174.75)	(11.63)
Retained Earnings					115,872.48	88.79	(15,174.75)	(11.63)
Report Selections								