

Southview Manor  
Balance Sheet

Preview

February, 2021

	<u>Balance</u>
<b>Assets</b>	
Current Assets	
5 UMB General Fund	237,038.60
9 Petty Cash	200.00
20 Allowance for Doubtful Accounts	14,325.89
29 Prepaid Insurance	41,390.92
60 Allow for Obsolete Inventory	34,349.15
169 CFP HUD Rec/Deferred Revenue	(140,456.75)
Total Current Assets	<u>186,847.81</u>
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	<u>1,533,534.48</u>
<b>Total Assets</b>	<u><b>1,720,382.29</b></u>
<b>Liabilities</b>	
Current Liabilities	
300 Tenants Security Deposit	24,390.00
306 Accrued Comp Absences	3,033.76
Total Current Liabilities	<u>27,423.76</u>
Non-Current Liabilities	
470 Comp Absences - NonCurrent	375.73
Total Non-Current Liabilities	<u>375.73</u>
<b>Total Liabilities</b>	<u><b>27,799.49</b></u>
<b>Net Assets</b>	
600 Capitalized Assets	1,533,534.48
602 Unrestricted Assets	262,611.54
700 Current Year Net Income (Loss)	(103,563.22)
Total Net Assets	<u>1,692,582.80</u>
<b>Total Liabilities and Net Assets</b>	<u><b>1,720,382.29</b></u>

# Southview Manor

## Board Operating Statement

Preview

February, 2021

	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
<b>Income</b>		
Dwelling Rent	28,936.00	307,436.03
Excess Utilities	0.34	215.79
Other Income - Tenant Charges & Fees	0.00	2,685.75
Income - Other Sources	928.47	11,276.67
HUD PH Op CARE Grant Funds	0.00	52,171.00
Transfers from Capital Fund Grants	0.00	175,000.00
HUD Subsidy Earned	31,095.00	327,446.00
<b>Operating Income</b>	<b>60,959.81</b>	<b>876,231.24</b>
<b>Expenses</b>		
Administrative Salaries	5,209.46	49,384.04
Admin Salaries - COVID Haz Pay	0.00	8,462.34
Legal Expense	0.00	2,330.75
Staff Training	180.00	298.99
Staff Training - COVID	0.00	300.00
Travel	0.00	18.00
Audit Fee	0.00	4,000.00
Postage	102.00	102.00
Office Supplies	137.06	2,060.46
Expendable Office Equipment	0.00	817.98
Computer Support / Repair	0.00	9,488.70
Advertising	108.33	785.20
Publications	180.75	264.55
Membership Dues and Fees	0.00	475.30
Telephone/DSL Lines	1,089.12	8,119.48
Admin Expenses - COVID Related	0.00	6,662.97
Misc. Admin Expenses	86.33	10,814.59
Admin Contracts	533.91	5,297.54
Tenant Screening	65.67	365.53
Copier Lease/Usage	161.87	2,057.43
Management Fees	7,180.94	77,068.68
Bookkeeping Fees	1,065.00	11,430.00
Asset Management Fees	1,450.00	15,950.00
Tenant Services - Salaries	378.34	2,865.33
Tenant Services - Other incurred service cost	36.52	4,005.21
Water	3,446.19	22,860.52
Electricity	202.31	91,952.27
Other Utilities Expense	4,644.81	29,203.09
Maintenance Labor	9,368.79	60,098.32
Maint Labor - COVID Haz Pay	0.00	10,871.60
Materials	10,574.20	83,273.66
Materials - COVID	0.00	6,245.06
Contract Cost	1,020.00	43,989.80
Contract Costs - COVID	0.00	13,422.49
Contracts - Heating and Cooling	826.16	24,085.08
Elevator Contract	0.00	702.48
Contracts - Landscape and Grounds	0.00	3,200.00
Contracts - Unit Turnaround	719.48	21,915.71
Contracts Electrical	0.00	2,015.00
Contracts - Plumbing	0.00	5,591.49
Contracts - Extermination	3,275.00	28,995.00
Contracts - Janitorial	2,054.75	18,084.23
Contract Costs - Misc	2,356.75	7,223.62
Trash Removal	1,950.00	15,945.00
Vehicle Maintenance	717.97	1,137.26

Southview Manor  
Board Operating Statement

Preview

February, 2021

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	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
Appliance/equipment Maint & Repair	0.00	3,330.00
Insurance - Prop	3,153.46	36,036.08
Insurance - Liability	344.24	4,454.85
Insurance - Workman's Comp	476.66	5,225.95
Insurance - Other	177.87	2,163.83
Employee Benefit - Admin	347.56	20,356.35
Employee Benefits - Maint	576.46	14,231.41
Collection Losses	0.00	4,759.24
<b>Operating Expenses</b>	<b>64,197.96</b>	<b>804,794.46</b>
<b>Operating Profit / (Loss)</b>	<b>(3,238.15)</b>	<b>71,436.78</b>
<b>Retained Earnings</b>		<b>71,436.78</b>

Report Selections

# Southview Manor

## Board Operating Statement / Budget

Preview

February, 2021

	<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>
<b>Income</b>								
Dwelling Rent	28,936.00	199.56	27,083.33	186.78	307,436.03	192.75	297,916.67	186.78
Excess Utilities	0.34	0.00	0.00	0.00	215.79	0.14	0.00	0.00
Other Income - Tenant Charges & Income - Other Sources	0.00	0.00	435.42	3.00	2,685.75	1.68	4,789.58	3.00
HUD PH Op CARE Grant Funds	928.47	6.40	1,000.00	6.90	11,276.67	7.07	11,000.00	6.90
Transfers from Capital Fund Grant	0.00	0.00	0.00	0.00	52,171.00	32.71	0.00	0.00
HUD Subsidy Earned	0.00	0.00	10,000.00	68.97	175,000.00	109.72	110,000.00	68.97
	31,095.00	214.45	25,284.67	174.38	327,446.00	205.30	278,131.33	174.38
<b>Operating Income</b>	<b>60,959.81</b>	<b>420.41</b>	<b>63,803.42</b>	<b>440.02</b>	<b>876,231.24</b>	<b>549.36</b>	<b>701,837.58</b>	<b>440.02</b>
<b>Expenses</b>								
Administrative Salaries	5,209.46	35.93	4,394.17	30.30	49,384.04	30.96	48,335.83	30.30
Admin Salaries - COVID Haz Pay	0.00	0.00	0.00	0.00	8,462.34	5.31	0.00	0.00
Legal Expense	0.00	0.00	208.33	1.44	2,330.75	1.46	2,291.67	1.44
Staff Training	180.00	1.24	41.67	0.29	298.99	0.19	458.33	0.29
Staff Training - COVID	0.00	0.00	0.00	0.00	300.00	0.19	0.00	0.00
Travel	0.00	0.00	83.34	0.57	18.00	0.01	916.66	0.57
Audit Fee	0.00	0.00	333.33	2.30	4,000.00	2.51	3,666.67	2.30
Postage	102.00	0.70	0.00	0.00	102.00	0.06	0.00	0.00
Office Supplies	137.06	0.95	166.67	1.15	2,060.46	1.29	1,833.33	1.15
Expendable Office Equipment	0.00	0.00	166.67	1.15	817.98	0.51	1,833.33	1.15
Computer Support / Repair	0.00	0.00	416.67	2.87	9,488.70	5.95	4,583.33	2.87
Advertising	108.33	0.75	20.83	0.14	785.20	0.49	229.17	0.14
Publications	180.75	1.25	29.17	0.20	264.55	0.17	320.83	0.20
Membership Dues and Fees	0.00	0.00	145.83	1.01	475.30	0.30	1,604.17	1.01
Telephone/DSL Lines	1,089.12	7.51	625.00	4.31	8,119.48	5.09	6,875.00	4.31
Collection Agent Fees & Court Cos	0.00	0.00	125.00	0.86	0.00	0.00	1,375.00	0.86
Admin Expenses - COVID Related	0.00	0.00	0.00	0.00	6,662.97	4.18	0.00	0.00
Misc. Admin Expenses	86.33	0.60	375.00	2.59	10,814.59	6.78	4,125.00	2.59
Admin Contracts	533.91	3.68	1,125.00	7.76	5,297.54	3.32	12,375.00	7.76
Tenant Screening	65.67	0.45	333.33	2.30	365.53	0.23	3,666.67	2.30
Copier Lease/Usage	161.87	1.12	175.00	1.21	2,057.43	1.29	1,925.00	1.21
Management Fees	7,180.94	49.52	6,166.67	42.53	77,068.68	48.32	67,833.33	42.53
Bookkeeping Fees	1,065.00	7.34	1,000.00	6.90	11,430.00	7.17	11,000.00	6.90
Asset Management Fees	1,450.00	10.00	1,541.67	10.63	15,950.00	10.00	16,958.33	10.63
Tenant Services - Salaries	378.34	2.61	125.00	0.86	2,865.33	1.80	1,375.00	0.86
Tenant Services - Other incurred s	36.52	0.25	375.00	2.59	4,005.21	2.51	4,125.00	2.59
Water	3,446.19	23.77	2,500.00	17.24	22,860.52	14.33	27,500.00	17.24
Electricity	202.31	1.40	11,395.83	78.59	91,952.27	57.65	125,354.17	78.59
Other Utilities Expense	4,644.81	32.03	2,708.33	18.68	29,203.09	18.31	29,791.67	18.68
Maintenance Labor	9,368.79	64.61	5,795.25	39.97	60,098.32	37.68	63,747.75	39.97
Maint Labor - COVID Haz Pay	0.00	0.00	0.00	0.00	10,871.60	6.82	0.00	0.00
Materials	10,574.20	72.93	2,533.33	17.47	83,273.66	52.21	27,866.67	17.47
Materials - COVID	0.00	0.00	0.00	0.00	6,245.06	3.92	0.00	0.00
Contract Cost	1,020.00	7.03	833.33	5.75	43,989.80	27.58	9,166.67	5.75
Contract Costs - COVID	0.00	0.00	0.00	0.00	13,422.49	8.42	0.00	0.00
Contracts - Heating and Cooling	826.16	5.70	2,500.00	17.24	24,085.08	15.10	27,500.00	17.24
Elevator Contract	0.00	0.00	1,000.00	6.90	702.48	0.44	11,000.00	6.90
Contracts - Landscape and Groun	0.00	0.00	291.67	2.01	3,200.00	2.01	3,208.33	2.01
Contracts - Unit Turnaround	719.48	4.96	2,291.67	15.80	21,915.71	13.74	25,208.33	15.80
Contracts Electrical	0.00	0.00	83.33	0.57	2,015.00	1.26	916.67	0.57
Contracts - Plumbing	0.00	0.00	125.00	0.86	5,591.49	3.51	1,375.00	0.86
Contracts - Extermination	3,275.00	22.59	1,875.00	12.93	28,995.00	18.18	20,625.00	12.93

