

Management Report
South Uptown Neighborhood Association
For the period ended May 31 30, 2021



Prepared June 10, 2021

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For Management Purposes Only



South Uptown Neighborhood Association

Statement of Activity
October 2020 - May 2021

	TOTAL
Revenue	
4200 City Contracts	
4211 CPP Contract	31,683
4213 NRP Implementation	13,937
4217 NRP Programs	2,915
Total 4200 City Contracts	48,534
4300 Fundraising	
4307 Individual Giving	4,359
4311 T-shirt Sales	236
Total 4300 Fundraising	4,595
4730 Interest Income	123
Total Revenue	\$53,252
GROSS PROFIT	\$53,252
Expenditures	
5130 Payroll Expenses	
5131 Wages	31,875
5132 Taxes	2,381
5140 Worker's Comp	308
5160 Health Insurance	2,017
5170 Other Benefits	1,000
Total 5130 Payroll Expenses	37,580
5320 Accounting	1,176
5340 Program Support	80
5345 Licenses & Fees	25
5350 Bank Charges	30
5410 Equipment Purchase-Replacement	981
5440 Office Supplies	886
5445 Project Supplies	1,274
5450 Web Hosting	288
5510 Printing & Copying	788
5520 Postage & Delivery	684
5550 Meetings & Special Events	230
5551 Food Expense	200
5610 Rent	4,255
5640 Insurance General Liability	539
5810 Contributions	1,000
Total Expenditures	\$50,016
NET OPERATING REVENUE	\$3,237

	TOTAL
Other Revenue	
7000 NRP Contracts	
7700 NRP Crime and Safety	4,871
7800 NRP Programs	50
Total 7000 NRP Contracts	4,921
Total Other Revenue	\$4,921
Other Expenditures	
8700 NRP Safety	
8701 Graffiti Elimination	2,390
8703 Home Security Grants	2,481
Total 8700 NRP Safety	4,871
8800 Phase II Programs	
8801 Energy Audit Program	50
Total 8800 Phase II Programs	50
Total Other Expenditures	\$4,921
NET OTHER REVENUE	\$0
NET REVENUE	\$3,237



South Uptown Neighborhood Association

Statement of Financial Position

As of May 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 SU Operations	12,960.81
1001 SU Grants	22,336.21
Total Bank Accounts	\$35,297.02
Other Current Assets	
1201 TruStone CD 4001	5,998.53
1202 Trustone CD 4002	5,661.96
1251 Contract receivables	7,351.60
Total Other Current Assets	\$19,012.09
Total Current Assets	\$54,309.11
TOTAL ASSETS	\$54,309.11
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 Payroll Liabilities	
2211 Federal Taxes (941/944)	1,387.14
2213 MN Income Tax	352.97
2215 MN Unemployment Taxes	40.35
Total 2200 Payroll Liabilities	1,780.46
2300 City Contract Advances	17,500.00
Total Other Current Liabilities	\$19,280.46
Total Current Liabilities	\$19,280.46
Total Liabilities	\$19,280.46
Equity	\$35,028.65
TOTAL LIABILITIES AND EQUITY	\$54,309.11

Note

Line 1251 Contract Receivables represents expenses that are reimbursable through City contracts.

Line 2200 Payroll Liabilities includes federal and state income tax and MN Unemployment Insurance Liabilities due as of the end of May. Federal withholding and payroll taxes will be paid as of June 15. MN Withholding and MN Unemployment are due July 15.

Line 2300 represents advances on three NRP contracts with the City totaling \$17,500.



South Uptown Neighborhood Association

Budget vs. Actuals: 2021 full budget - FY21 P&L

October 2020 - May 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4110 Special Projects		500.00	-500.00	
4200 City Contracts				
4211 CPP Contract	31,682.87	40,597.00	-8,914.13	78.04 %
4213 NRP Implementation	13,936.85	21,500.00	-7,563.15	64.82 %
4215 NRP Crime and Safety	0.00		0.00	
4217 NRP Programs	2,914.52	2,500.00	414.52	116.58 %
Total 4200 City Contracts	48,534.24	64,597.00	-16,062.76	75.13 %
4300 Fundraising		1,000.00	-1,000.00	
4305 Other Events		2,000.00	-2,000.00	
4307 Individual Giving	4,359.12	2,500.00	1,859.12	174.36 %
4311 T-shirt Sales	236.20		236.20	
Total 4300 Fundraising	4,595.32	5,500.00	-904.68	83.55 %
4730 Interest Income	122.88	200.00	-77.12	61.44 %
Total Revenue	\$53,252.44	\$70,797.00	\$ -17,544.56	75.22 %
GROSS PROFIT	\$53,252.44	\$70,797.00	\$ -17,544.56	75.22 %
Expenditures				
5130 Payroll Expenses				
5131 Wages	31,875.03	42,600.00	-10,724.97	74.82 %
5132 Taxes	2,380.55	3,300.00	-919.45	72.14 %
5140 Worker's Comp	308.00	300.00	8.00	102.67 %
5160 Health Insurance	2,016.69	2,400.00	-383.31	84.03 %
5170 Other Benefits	1,000.00	2,000.00	-1,000.00	50.00 %
5180 Payroll Service		250.00	-250.00	
Total 5130 Payroll Expenses	37,580.27	50,850.00	-13,269.73	73.90 %
5310 Professional Services&Legal		100.00	-100.00	
5320 Accounting	1,176.20	2,500.00	-1,323.80	47.05 %
5323 Legal Fees		100.00	-100.00	
5340 Program Support	80.00	1,500.00	-1,420.00	5.33 %
5345 Licenses & Fees	25.00	100.00	-75.00	25.00 %
5350 Bank Charges	30.00		30.00	
5410 Equipment Purchase-Replacement	980.86		980.86	
5440 Office Supplies	885.90	1,500.00	-614.10	59.06 %
5445 Project Supplies	1,273.94	2,300.00	-1,026.06	55.39 %
5450 Web Hosting	288.00	120.00	168.00	240.00 %
5500 Communications-Outreach		200.00	-200.00	
5510 Printing & Copying	788.46	1,000.00	-211.54	78.85 %
5520 Postage & Delivery	683.85	750.00	-66.15	91.18 %
5550 Meetings & Special Events	229.64	750.02	-520.38	30.62 %
5551 Food Expense	200.00	500.00	-300.00	40.00 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5610 Rent	4,254.64	6,400.00	-2,145.36	66.48 %
5630 Insurance Dir. & Officers		800.00	-800.00	
5640 Insurance General Liability	539.00	500.00	39.00	107.80 %
5810 Contributions	1,000.00	3,000.00	-2,000.00	33.33 %
5999 Uncategorized Expense				
Total Expenditures	\$50,015.76	\$72,970.02	\$ -22,954.26	68.54 %
NET OPERATING REVENUE	\$3,236.68	\$ -2,173.02	\$5,409.70	-148.95 %
Other Revenue				
7000 NRP Contracts				
7700 NRP Crime and Safety	4,871.12	2,500.00	2,371.12	194.84 %
7800 NRP Programs	50.00		50.00	
Total 7000 NRP Contracts	4,921.12	2,500.00	2,421.12	196.84 %
Total Other Revenue	\$4,921.12	\$2,500.00	\$2,421.12	196.84 %
Other Expenditures				
8700 NRP Safety				
8701 Graffiti Elimination	2,390.30		2,390.30	
8703 Home Security Grants	2,480.82		2,480.82	
Total 8700 NRP Safety	4,871.12		4,871.12	
8800 Phase II Programs				
8801 Energy Audit Program	50.00		50.00	
Total 8800 Phase II Programs	50.00		50.00	
Total Other Expenditures	\$4,921.12	\$0.00	\$4,921.12	0.00%
NET OTHER REVENUE	\$0.00	\$2,500.00	\$ -2,500.00	0.00 %
NET REVENUE	\$3,236.68	\$326.98	\$2,909.70	989.87 %



South Uptown Neighborhood Association

Statement of Activity by Program Area

October 2020 - May 2021

	CHILI FEST	CPP	NRP	SUNA	TOTAL
Revenue					
4200 City Contracts	0	31,683	16,851		\$48,534
4300 Fundraising				4,595	\$4,595
4730 Interest Income				123	\$123
Total Revenue	\$0	\$31,683	\$16,851	\$4,718	\$53,252
GROSS PROFIT					
	\$0	\$31,683	\$16,851	\$4,718	\$53,252
Expenditures					
5130 Payroll Expenses		25,563	12,017		\$37,580
5320 Accounting		1,176			\$1,176
5340 Program Support			80		\$80
5345 Licenses & Fees		25			\$25
5350 Bank Charges				30	\$30
5410 Equipment Purchase-Replacement		981			\$981
5440 Office Supplies		368	518		\$886
5445 Project Supplies			1,274		\$1,274
5450 Web Hosting		48	240		\$288
5510 Printing & Copying	112	97	580		\$788
5520 Postage & Delivery	150	57	477		\$684
5550 Meetings & Special Events		177	62	-10	\$230
5551 Food Expense				200	\$200
5610 Rent		3,191	1,064		\$4,255
5640 Insurance General Liability			539		\$539
5810 Contributions				1,000	\$1,000
Total Expenditures	\$262	\$31,683	\$16,851	\$1,220	\$50,016
NET OPERATING REVENUE	\$ -262	\$0	\$0	\$3,498	\$3,237
Other Revenue					
7000 NRP Contracts			4,921		\$4,921
Total Other Revenue	\$0	\$0	\$4,921	\$0	\$4,921
Other Expenditures					
8700 NRP Safety			4,871		\$4,871
8800 Phase II Programs			50		\$50
Total Other Expenditures	\$0	\$0	\$4,921	\$0	\$4,921
NET OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
NET REVENUE	\$ -262	\$0	\$0	\$3,498	\$3,237



South Uptown Neighborhood Association

Statement of Cash Flows

October 2020 - May 2021

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	3,236.68
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1151 Accounts Receivable (A/R)	0.00
1201 TruStone CD 4001	-77.19
1202 Trustone CD 4002	-45.69
1251 Contract receivables	-600.43
2211 Payroll Liabilities:Federal Taxes (941/944)	505.84
2213 Payroll Liabilities:MN Income Tax	-65.05
2215 Payroll Liabilities:MN Unemployment Taxes	-0.39
2250 Direct Deposit Payable	0.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-282.91
Net cash provided by operating activities	\$2,953.77
FINANCING ACTIVITIES	
3100 Net Assets w/o Donor Restrictio	220.30
3201 Net Assets with Donor Restrictions:Bryant Square Park	0.00
3900 Retained Earnings	-220.30
Net cash provided by financing activities	\$0.00
NET CASH INCREASE FOR PERIOD	\$2,953.77
Cash at beginning of period	32,343.25
CASH AT END OF PERIOD	\$35,297.02



South Uptown Neighborhood Association

Monthly Transaction Report

May 2021

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
SU Operations					
Beginning Balance					12,960.81
Total for SU Operations					
SU Grants					
Beginning Balance					8,270.63
05/03/2021	DD	Scott A. Engel	Pay Period: 05/01/2021-05/01/2021 For retroactive pay to April 1	-58.18	8,212.45
05/06/2021	5325	Ace in the City	May Office Rent	-531.83	7,680.62
05/10/2021		IRS	Tax Payment for Period: 04/01/2021-04/30/2021	-879.80	6,800.82
05/10/2021	5327	Scott Engel	Food—survey gift cards	-12.00	6,788.82
05/10/2021	5324	Ellsworth Properties LLC	Home security grant	-189.04	6,599.78
05/12/2021				18,980.92	25,580.70
05/14/2021	DD	Scott A. Engel	Pay Period: 05/02/2021-05/15/2021	-1,424.62	24,156.08
05/17/2021		Dogwaste Depot		-144.83	24,011.25
05/17/2021	5329	Scott Engel	SUNA Flyer	-97.38	23,913.87
05/17/2021	5328	Emma Ehalt	Bryant Ave Flyer	-80.00	23,833.87
05/17/2021		USPS		-56.85	23,777.02
05/26/2021		Zoom	Zoom subscription	-16.18	23,760.84
05/28/2021	DD	Scott A. Engel	Pay Period: 05/16/2021-05/29/2021	-1,424.63	22,336.21
Total for SU Grants				\$14,065.58	
TOTAL				\$14,065.58	

South Uptown Neighborhood Association

1001 SU Grants, Period Ending 05/31/2021

RECONCILIATION REPORT

Reconciled on: 06/04/2021

Reconciled by: Robert Thompson

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

Summary

USD

Statement beginning balance.....	9,388.80
Checks and payments cleared (10).....	-4,681.13
Deposits and other credits cleared (1).....	18,980.92
Statement ending balance.....	<u>23,688.59</u>

Uncleared transactions as of 05/31/2021.....	-1,479.32
Register balance as of 05/31/2021.....	22,209.27
Cleared transactions after 05/31/2021.....	0.00
Uncleared transactions after 05/31/2021.....	-28.18
Register balance as of 06/04/2021.....	22,181.09

Details

Checks and payments cleared (10)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/29/2021	Tax Payment		MN UC Fund	-20.00
05/03/2021	Payroll Check	DD	Scott A. Engel	-58.18
05/06/2021	Check	5325	Ace in the City	-531.83
05/10/2021	Tax Payment		IRS	-879.80
05/10/2021	Check	5324	Ellsworth Properties LLC	-189.04
05/14/2021	Payroll Check	DD	Scott A. Engel	-1,424.62
05/17/2021	Expense		USPS	-56.85
05/17/2021	Check	5328	Emma Ehalt	-80.00
05/26/2021	Expense		Zoom	-16.18
05/28/2021	Payroll Check	DD	Scott A. Engel	-1,424.63

Total	-4,681.13
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Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/12/2021	Deposit			18,980.92

Total	18,980.92
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South Uptown Neighborhood Association

1000 SU Operations, Period Ending 05/31/2021

RECONCILIATION REPORT

Reconciled on: 06/04/2021

Reconciled by: Robert Thompson

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

Summary	USD
Statement beginning balance.....	15,791.15
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>15,791.15</u>
Uncleared transactions as of 05/31/2021.....	-2,830.34
Register balance as of 05/31/2021.....	12,960.81
Cleared transactions after 05/31/2021.....	0.00
Uncleared transactions after 05/31/2021.....	-170.00
Register balance as of 06/04/2021.....	12,790.81

Additional Information

Uncleared checks and payments as of 05/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/14/2020	Check	10157	Bryant Square Park	-2,500.00
02/07/2021	Expense		Dog Waste Depot	-130.34
04/22/2021	Check	10159	Scott Engel	-200.00
Total				-2,830.34

Uncleared checks and payments after 05/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/01/2021	Expense	10160	Diana Boegeman	-170.00
Total				-170.00