

Management Report
South Uptown Neighborhood Association
For the period ended February 28, 2022



Prepared March 15, 2022

| | |
|--|-----|
| Statement of Activity..... | 1 |
| Statement of Position..... | 2 |
| Budget vs Actuals | 3-4 |
| Statement of Activity by Program Area..... | 5 |
| Cash Flow Statement..... | 6 |
| Monthly transactions | 7 |

For Management Purposes Only



South Uptown Neighborhood Association

Statement of Activity
October 2021 - February 2022

| | TOTAL |
|---|-----------------|
| Revenue | |
| 4110 Special Projects | 6,781 |
| 4130 Corporate | 1,000 |
| 4200 City Contracts | |
| 4213 NRP Implementation | 19,410 |
| 4217 NRP Programs | 959 |
| 4219 Nhoods 2020 | 9,252 |
| Total 4200 City Contracts | 29,620 |
| 4300 Fundraising | |
| 4307 Individual Giving | 4,832 |
| 4311 T-shirt Sales | 40 |
| 4313 Other Sales | 15 |
| Total 4300 Fundraising | 4,887 |
| 4730 Interest Income | 17 |
| Total Revenue | \$42,305 |
| GROSS PROFIT | \$42,305 |
| Expenditures | |
| 5130 Payroll Expenses | |
| 5131 Wages | 19,937 |
| 5132 Taxes | 1,541 |
| 5160 Health Insurance | 1,511 |
| 5170 Other Benefits | 1,000 |
| Total 5130 Payroll Expenses | 23,989 |
| 5320 Accounting | 960 |
| 5440 Office Supplies | 659 |
| 5445 Project Supplies | 136 |
| 5450 Web Hosting | 36 |
| 5500 Communications-Outreach | |
| 5501 Advertising | 91 |
| 5510 Printing & Copying | 265 |
| 5520 Postage & Delivery | 323 |
| 5550 Meetings & Special Events | 1,373 |
| 5551 Food Expense | 151 |
| Total 5500 Communications-Outreach | 2,203 |
| 5610 Rent | 2,159 |
| 5640 Insurance General Liability | 587 |
| Total Expenditures | \$30,729 |
| NET OPERATING REVENUE | \$11,576 |
| NET REVENUE | \$11,576 |



South Uptown Neighborhood Association

Statement of Financial Position

As of February 28, 2022

| | TOTAL |
|--|--------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1000 SU Operations | 16,981.33 |
| 1001 SU Grants | 15,273.65 |
| Total Bank Accounts | \$32,254.98 |
| Other Current Assets | |
| 1201 TruStone CD 4001 | 6,038.75 |
| 1202 Trustone CD 4002 | 5,704.99 |
| 1251 Contract receivables | 9,251.74 |
| Total Other Current Assets | \$20,995.48 |
| Total Current Assets | \$53,250.46 |
| TOTAL ASSETS | \$53,250.46 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 2200 Payroll Liabilities | 1,087.52 |
| 2300 City Contract Advances | 9,081.75 |
| Total Other Current Liabilities | \$10,169.27 |
| Total Current Liabilities | \$10,169.27 |
| Total Liabilities | \$10,169.27 |
| Equity | \$43,081.19 |
| TOTAL LIABILITIES AND EQUITY | \$53,250.46 |

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 January. Federal payroll taxes and MN Withholding are paid as of March 8. Unemployment taxes are due April 2022.

Line 2300 represents advances on three NRP contracts with the City totaling \$9,081.75.



South Uptown Neighborhood Association

Budget vs. Actuals: fy 2022 - FY22 P&L

October 2021 - February 2022

| | ACTUAL | TOTAL | |
|-------------------------------------|--------------------|--------------------|----------------------|
| | | BUDGET | OVER BUDGET |
| Revenue | | | |
| 4110 Special Projects | 6,780.96 | 10,000.00 | -3,219.04 |
| 4130 Corporate | 1,000.00 | | 1,000.00 |
| 4200 City Contracts | | | |
| 4211 CPP Contract | 0.00 | | 0.00 |
| 4213 NRP Implementation | 19,409.62 | 34,000.00 | -14,590.38 |
| 4215 NRP Crime and Safety | 0.00 | 2,000.00 | -2,000.00 |
| 4217 NRP Programs | 958.77 | 6,000.00 | -5,041.23 |
| 4219 Nhoods 2020 | 9,251.74 | 36,919.00 | -27,667.26 |
| Total 4200 City Contracts | 29,620.13 | 78,919.00 | -49,298.87 |
| 4300 Fundraising | | | |
| 4303 Wine Tasting | | 4,000.00 | -4,000.00 |
| 4307 Individual Giving | 4,831.63 | 4,000.00 | 831.63 |
| 4311 T-shirt Sales | 40.00 | 650.00 | -610.00 |
| 4313 Other Sales | 15.00 | | 15.00 |
| Total 4300 Fundraising | 4,886.63 | 8,650.00 | -3,763.37 |
| 4730 Interest Income | 17.37 | 200.00 | -182.63 |
| Total Revenue | \$42,305.09 | \$97,769.00 | \$ -55,463.91 |
| GROSS PROFIT | \$42,305.09 | \$97,769.00 | \$ -55,463.91 |
| Expenditures | | | |
| 5130 Payroll Expenses | | | |
| 5131 Wages | 19,937.28 | 48,000.00 | -28,062.72 |
| 5132 Taxes | 1,541.09 | 3,600.00 | -2,058.91 |
| 5140 Worker's Comp | | 500.00 | -500.00 |
| 5160 Health Insurance | 1,510.86 | 2,700.00 | -1,189.14 |
| 5170 Other Benefits | 1,000.00 | 2,200.00 | -1,200.00 |
| Total 5130 Payroll Expenses | 23,989.23 | 57,000.00 | -33,010.77 |
| 5315 Board Development | | 1,000.00 | -1,000.00 |
| 5320 Accounting | 960.00 | 2,500.00 | -1,540.00 |
| 5340 Program Support | | 1,000.00 | -1,000.00 |
| 5341 Translation and Interpretation | | 1,000.00 | -1,000.00 |
| 5345 Licenses & Fees | | 100.00 | -100.00 |
| 5410 Equipment Purchase-Replacement | | 800.00 | -800.00 |
| 5440 Office Supplies | 659.18 | 1,500.00 | -840.82 |
| 5445 Project Supplies | 135.75 | 4,500.00 | -4,364.25 |
| 5450 Web Hosting | 36.00 | 375.00 | -339.00 |
| 5500 Communications-Outreach | | | |
| 5501 Advertising | 90.92 | 750.00 | -659.08 |
| 5510 Printing & Copying | 264.87 | 1,500.00 | -1,235.13 |
| 5520 Postage & Delivery | 323.20 | 1,500.00 | -1,176.80 |
| 5550 Meetings & Special Events | 1,372.94 | 750.00 | 622.94 |
| 5551 Food Expense | 150.72 | 2,500.00 | -2,349.28 |

| | | TOTAL | |
|---|--------------------|--------------------|----------------------|
| | ACTUAL | BUDGET | OVER BUDGET |
| Total 5500 Communications-Outreach | 2,202.65 | 7,000.00 | -4,797.35 |
| 5610 Rent | 2,159.32 | 6,480.00 | -4,320.68 |
| 5630 Insurance Dir. & Officers | | 950.00 | -950.00 |
| 5640 Insurance General Liability | 587.00 | 600.00 | -13.00 |
| 5700 Programs | | | |
| 5701 Concerts | | 2,000.00 | -2,000.00 |
| 5703 Special Events | | 1,000.00 | -1,000.00 |
| 5707 Chili Fest | | 250.00 | -250.00 |
| Total 5700 Programs | | 3,250.00 | -3,250.00 |
| 5810 Contributions | | 3,000.00 | -3,000.00 |
| 5999 Uncategorized Expense | 0.00 | | 0.00 |
| 6000 Reserve | | 6,714.00 | -6,714.00 |
| Total Expenditures | \$30,729.13 | \$97,769.00 | \$ -67,039.87 |
| NET OPERATING REVENUE | \$11,575.96 | \$0.00 | \$11,575.96 |
| NET REVENUE | \$11,575.96 | \$0.00 | \$11,575.96 |



South Uptown Neighborhood Association

Statement of Activity by Program Area

October 2021 - February 2022

| | HC ORGANICS | NHOODS 2020 | NRP | SUNA | TOTAL |
|---|----------------|----------------|-----------------|----------------|-----------------|
| Revenue | | | | | |
| 4110 Special Projects | 6,000 | | | 781 | \$6,781 |
| 4130 Corporate | | | | 1,000 | \$1,000 |
| 4200 City Contracts | | 9,252 | 20,368 | | \$29,620 |
| 4300 Fundraising | | | | 4,887 | \$4,887 |
| 4730 Interest Income | | | | 17 | \$17 |
| Total Revenue | \$6,000 | \$9,252 | \$20,368 | \$6,685 | \$42,305 |
| GROSS PROFIT | | | | | |
| | \$6,000 | \$9,252 | \$20,368 | \$6,685 | \$42,305 |
| Expenditures | | | | | |
| 5130 Payroll Expenses | | 8,518 | 15,472 | | \$23,989 |
| 5320 Accounting | | | 960 | | \$960 |
| 5440 Office Supplies | | | 659 | | \$659 |
| 5445 Project Supplies | | | 136 | | \$136 |
| 5450 Web Hosting | | 12 | 24 | | \$36 |
| 5500 Communications-Outreach | | | | | \$0 |
| 5501 Advertising | | | 91 | | \$91 |
| 5510 Printing & Copying | | | 265 | | \$265 |
| 5520 Postage & Delivery | | 150 | 173 | | \$323 |
| 5550 Meetings & Special Events | | 32 | 867 | 474 | \$1,373 |
| 5551 Food Expense | | | | 151 | \$151 |
| Total 5500 Communications-Outreach | | 182 | 1,396 | 625 | \$2,203 |
| 5610 Rent | | 540 | 1,619 | | \$2,159 |
| 5640 Insurance General Liability | | | 587 | | \$587 |
| Total Expenditures | \$0 | \$9,252 | \$20,853 | \$625 | \$30,729 |
| NET OPERATING REVENUE | \$6,000 | \$0 | \$ -484 | \$6,060 | \$11,576 |
| NET REVENUE | \$6,000 | \$0 | \$ -484 | \$6,060 | \$11,576 |



South Uptown Neighborhood Association

Statement of Cash Flows
October 2021 - February 2022

| | TOTAL |
|---|--------------------|
| OPERATING ACTIVITIES | |
| Net Revenue | 0.00 |
| Adjustments to reconcile Net Revenue to Net Cash provided by operations: | |
| 1151 Accounts Receivable (A/R) | 0.00 |
| 1201 TruStone CD 4001 | -8.76 |
| 1202 Trustone CD 4002 | -8.61 |
| 1251 Contract receivables | 7,593.74 |
| 2211 Payroll Liabilities:Federal Taxes (941/944) | -4.22 |
| 2213 Payroll Liabilities:MN Income Tax | -145.49 |
| 2215 Payroll Liabilities:MN Unemployment Taxes | -4.11 |
| 2250 Direct Deposit Payable | 0.00 |
| 2303 City Contract Advances:NRP contract 12838 | -8,418.25 |
| Total Adjustments to reconcile Net Revenue to Net Cash provided by operations: | -995.70 |
| Net cash provided by operating activities | \$ -995.70 |
| FINANCING ACTIVITIES | |
| 3100 Unrestricted Net Assets | 34,978.00 |
| 3201 Net Assets with Donor Restrictions:Bryant Square Park | 0.00 |
| 3900 Retained Earnings | -23,402.04 |
| Net cash provided by financing activities | \$11,575.96 |
| NET CASH INCREASE FOR PERIOD | \$10,580.26 |
| Cash at beginning of period | 21,674.72 |
| CASH AT END OF PERIOD | \$32,254.98 |



South Uptown Neighborhood Association

Monthly Transaction Report

February 2022

| DATE | NUM | NAME | MEMO/DESCRIPTION | DEBIT | CREDIT |
|--------------------------------|------|---------------------------------------|---|--------------------|-------------------|
| SU Operations | | | | | |
| Beginning Balance | | | | | |
| 02/25/2022 | | South Uptown Neighborhood Association | Online donations | \$23.28 | |
| Total for SU Operations | | | | \$23.28 | |
| SU Grants | | | | | |
| Beginning Balance | | | | | |
| 02/04/2022 | DD | Scott A. Engel | Pay Period: 01/23/2022-02/05/2022 | | \$1,426.73 |
| 02/08/2022 | | IRS | Tax Payment for Period: 01/01/2022-01/31/2022 | | \$904.26 |
| 02/15/2022 | | MN Revenue | Tax Payment for Period: 01/01/2022-01/31/2022 | | \$144.56 |
| 02/17/2022 | | | Reimbursement on City contracts | \$11,492.18 | |
| 02/18/2022 | DD | Scott A. Engel | Pay Period: 02/06/2022-02/19/2022 | | \$1,427.65 |
| 02/28/2022 | | | Donations | \$108.51 | |
| 02/28/2022 | 5386 | Lora Grafenstein-Kinzel | Fundraising Flyer Delivery -- DRAFT 5386 | | \$150.00 |
| 02/28/2022 | | Zoom | Zoom video monthly subscription | | \$16.18 |
| Total for SU Grants | | | | \$11,600.69 | \$4,069.38 |
| TOTAL | | | | \$11,623.97 | \$4,069.38 |