

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



Prepared September 16, 2021

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For Management Purposes Only



# South Uptown Neighborhood Association

Statement of Activity  
October 2020 - August 2021

	TOTAL
Revenue	
4110 Special Projects	49
4200 City Contracts	63,626
4300 Fundraising	5,222
4730 Interest Income	170
<b>Total Revenue</b>	<b>\$69,067</b>
GROSS PROFIT	<b>\$69,067</b>
Expenditures	
5130 Payroll Expenses	50,005
5320 Accounting	1,176
5340 Program Support	80
5345 Licenses & Fees	25
5350 Bank Charges	30
5410 Equipment Purchase-Replacement	981
5440 Office Supplies	1,164
5445 Project Supplies	1,892
5450 Web Hosting	300
5500 Communications-Outreach	175
5510 Printing & Copying	1,069
5520 Postage & Delivery	984
5550 Meetings & Special Events	263
5551 Food Expense	498
5610 Rent	5,850
5640 Insurance General Liability	539
5810 Contributions	1,000
<b>Total Expenditures</b>	<b>\$66,030</b>
NET OPERATING REVENUE	<b>\$3,037</b>
Other Revenue	
7000 NRP Contracts	6,585
<b>Total Other Revenue</b>	<b>\$6,585</b>
Other Expenditures	
8700 NRP Safety	5,071
8800 Phase II Programs	1,514
<b>Total Other Expenditures</b>	<b>\$6,585</b>
NET OTHER REVENUE	<b>\$0</b>
NET REVENUE	<b>\$3,037</b>



# South Uptown Neighborhood Association

## Statement of Financial Position

As of August 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 SU Operations	12,032.54
1001 SU Grants	18,352.54
<b>Total Bank Accounts</b>	<b>\$30,385.08</b>
Other Current Assets	
1201 TruStone CD 4001	6,019.37
1202 Trustone CD 4002	5,687.78
1251 Contract receivables	10,759.05
<b>Total Other Current Assets</b>	<b>\$22,466.20</b>
<b>Total Current Assets</b>	<b>\$52,851.28</b>
<b>TOTAL ASSETS</b>	<b>\$52,851.28</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 Payroll Liabilities	
2211 Federal Taxes (941/944)	908.44
2213 MN Income Tax	144.56
2215 MN Unemployment Taxes	36.78
<b>Total 2200 Payroll Liabilities</b>	<b>1,089.78</b>
2300 City Contract Advances	17,500.00
<b>Total Other Current Liabilities</b>	<b>\$18,589.78</b>
<b>Total Current Liabilities</b>	<b>\$18,589.78</b>
<b>Total Liabilities</b>	<b>\$18,589.78</b>
Equity	<b>\$34,261.50</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$52,851.28</b>

### 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 August. Federal payroll taxes are paid as of August 15. MN Withholding and Unemployment taxes are due Oct 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 - August 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
4110 Special Projects	49.25	500.00	-450.75	9.85 %
4200 City Contracts				
4211 CPP Contract	46,267.89	40,597.00	5,670.89	113.97 %
4213 NRP Implementation	13,936.85	21,500.00	-7,563.15	64.82 %
4215 NRP Crime and Safety	261.50		261.50	
4217 NRP Programs	3,159.70	2,500.00	659.70	126.39 %
<b>Total 4200 City Contracts</b>	<b>63,625.94</b>	<b>64,597.00</b>	<b>-971.06</b>	<b>98.50 %</b>
4300 Fundraising		1,000.00	-1,000.00	
4305 Other Events		2,000.00	-2,000.00	
4307 Individual Giving	4,484.12	2,500.00	1,984.12	179.36 %
4311 T-shirt Sales	708.16		708.16	
4313 Other Sales	30.00		30.00	
<b>Total 4300 Fundraising</b>	<b>5,222.28</b>	<b>5,500.00</b>	<b>-277.72</b>	<b>94.95 %</b>
4730 Interest Income	169.54	200.00	-30.46	84.77 %
<b>Total Revenue</b>	<b>\$69,067.01</b>	<b>\$70,797.00</b>	<b>\$ -1,729.99</b>	<b>97.56 %</b>
<b>GROSS PROFIT</b>	<b>\$69,067.01</b>	<b>\$70,797.00</b>	<b>\$ -1,729.99</b>	<b>97.56 %</b>
<b>Expenditures</b>				
5130 Payroll Expenses				
5131 Wages	42,749.91	42,600.00	149.91	100.35 %
5132 Taxes	3,232.90	3,300.00	-67.10	97.97 %
5140 Worker's Comp	308.00	300.00	8.00	102.67 %
5160 Health Insurance	2,714.01	2,400.00	314.01	113.08 %
5170 Other Benefits	1,000.00	2,000.00	-1,000.00	50.00 %
5180 Payroll Service		250.00	-250.00	
<b>Total 5130 Payroll Expenses</b>	<b>50,004.82</b>	<b>50,850.00</b>	<b>-845.18</b>	<b>98.34 %</b>
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	1,163.71	1,500.00	-336.29	77.58 %
5445 Project Supplies	1,892.05	2,300.00	-407.95	82.26 %
5450 Web Hosting	300.00	120.00	180.00	250.00 %
5500 Communications-Outreach	174.69	200.00	-25.31	87.35 %
5510 Printing & Copying	1,068.61	1,000.00	68.61	106.86 %
5520 Postage & Delivery	983.85	750.00	233.85	131.18 %
5550 Meetings & Special Events	263.18	875.03	-611.85	30.08 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5551 Food Expense	498.00	500.00	-2.00	99.60 %
5610 Rent	5,850.13	6,400.00	-549.87	91.41 %
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	0.00		0.00	
<b>Total Expenditures</b>	<b>\$66,030.10</b>	<b>\$73,095.03</b>	<b>\$ -7,064.93</b>	<b>90.33 %</b>
NET OPERATING REVENUE	<b>\$3,036.91</b>	<b>\$ -2,298.03</b>	<b>\$5,334.94</b>	<b>-132.15 %</b>
Other Revenue				
7000 NRP Contracts				
7700 NRP Crime and Safety	5,071.12	2,500.00	2,571.12	202.84 %
7800 NRP Programs	1,514.34		1,514.34	
<b>Total 7000 NRP Contracts</b>	<b>6,585.46</b>	<b>2,500.00</b>	<b>4,085.46</b>	<b>263.42 %</b>
<b>Total Other Revenue</b>	<b>\$6,585.46</b>	<b>\$2,500.00</b>	<b>\$4,085.46</b>	<b>263.42 %</b>
Other Expenditures				
8700 NRP Safety				
8701 Graffiti Elimination	2,390.30		2,390.30	
8702 Nhood Safety Committee	200.00		200.00	
8703 Home Security Grants	2,480.82		2,480.82	
<b>Total 8700 NRP Safety</b>	<b>5,071.12</b>		<b>5,071.12</b>	
8800 Phase II Programs				
8801 Energy Audit Program	150.00		150.00	
8803 Gardens	32.39		32.39	
8809 Blvd Trees and Plantings	1,331.95		1,331.95	
<b>Total 8800 Phase II Programs</b>	<b>1,514.34</b>		<b>1,514.34</b>	
<b>Total Other Expenditures</b>	<b>\$6,585.46</b>	<b>\$0.00</b>	<b>\$6,585.46</b>	<b>0.00%</b>
NET OTHER REVENUE	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>\$ -2,500.00</b>	<b>0.00 %</b>
NET REVENUE	<b>\$3,036.91</b>	<b>\$201.97</b>	<b>\$2,834.94</b>	<b>1,503.64 %</b>



# South Uptown Neighborhood Association

## Statement of Activity by Program Area

October 2020 - August 2021

	CHILI FEST	CPP	NRP	SUNA	TOTAL
<b>Revenue</b>					
4200 City Contracts	0	46,268	17,358		\$63,626
4300 Fundraising				5,184	\$5,184
4730 Interest Income				123	\$123
<b>Total Revenue</b>	<b>\$0</b>	<b>\$46,268</b>	<b>\$17,358</b>	<b>\$5,307</b>	<b>\$68,933</b>
<b>GROSS PROFIT</b>					
	<b>\$0</b>	<b>\$46,268</b>	<b>\$17,358</b>	<b>\$5,307</b>	<b>\$68,933</b>
<b>Expenditures</b>					
5130 Payroll Expenses		37,989	12,017		\$50,006
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		729	435		\$1,164
5445 Project Supplies			932	960	\$1,892
5450 Web Hosting		60	240		\$300
5500 Communications-Outreach		24		151	\$175
5510 Printing & Copying	112	97	691	169	\$1,069
5520 Postage & Delivery	150	57	627	150	\$984
5550 Meetings & Special Events		226	62	-10	\$278
5551 Food Expense				498	\$498
5610 Rent		4,786	1,064		\$5,850
5640 Insurance General Liability			539		\$539
5810 Contributions				1,000	\$1,000
<b>Total Expenditures</b>	<b>\$262</b>	<b>\$46,150</b>	<b>\$16,687</b>	<b>\$2,948</b>	<b>\$66,046</b>
<b>NET OPERATING REVENUE</b>					
	<b>\$ -262</b>	<b>\$118</b>	<b>\$671</b>	<b>\$2,359</b>	<b>\$2,886</b>
<b>Other Revenue</b>					
7000 NRP Contracts			6,585		\$6,585
<b>Total Other Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,585</b>	<b>\$0</b>	<b>\$6,585</b>
<b>Other Expenditures</b>					
8700 NRP Safety			5,071		\$5,071
8800 Phase II Programs			1,514		\$1,514
<b>Total Other Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,585</b>	<b>\$0</b>	<b>\$6,585</b>
<b>NET OTHER REVENUE</b>					
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>NET REVENUE</b>					
	<b>\$ -262</b>	<b>\$118</b>	<b>\$671</b>	<b>\$2,359</b>	<b>\$2,886</b>



# South Uptown Neighborhood Association

## Statement of Cash Flows

October 2020 - August 2021

	TOTAL
<b>OPERATING ACTIVITIES</b>	
Net Revenue	3,036.91
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1151 Accounts Receivable (A/R)	0.00
1201 TruStone CD 4001	-98.03
1202 Trustone CD 4002	-71.51
1251 Contract receivables	-4,575.26
2211 Payroll Liabilities:Federal Taxes (941/944)	27.14
2213 Payroll Liabilities:MN Income Tax	-273.46
2215 Payroll Liabilities:MN Unemployment Taxes	-3.96
2250 Direct Deposit Payable	0.00
<b>Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:</b>	<b>-4,995.08</b>
<b>Net cash provided by operating activities</b>	<b>\$ -1,958.17</b>
<b>FINANCING ACTIVITIES</b>	
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
<b>Net cash provided by financing activities</b>	<b>\$0.00</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>\$ -1,958.17</b>
Cash at beginning of period	32,343.25
<b>CASH AT END OF PERIOD</b>	<b>\$30,385.08</b>



# South Uptown Neighborhood Association

## Monthly Transaction Report

August 2021

DATE	NUM	NAME	MEMO/DESCRIPTION	DEBIT	CREDIT
SU Operations					
Beginning Balance					
08/04/2021	10174	Brian Moe	Ads-Park concerts (facebook)		\$32.59
08/04/2021	10176	Bob Groethe	Water for park concerts		\$6.99
08/04/2021		South Uptown Neighborhood Association		\$135.00	
08/05/2021		South Uptown Neighborhood Association	T-shirt sales	\$19.38	
08/14/2021		South Uptown Neighborhood Association	T-shirt sales	\$19.38	
08/20/2021		South Uptown Neighborhood Association	T-shirt sales	\$48.60	
08/23/2021		South Uptown Neighborhood Association	T-shirt sales	\$19.38	
<b>Total for SU Operations</b>				<b>\$241.74</b>	<b>\$39.58</b>
SU Grants					
Beginning Balance					
08/04/2021	5326	Ace in the City	August Office Rent		\$531.83
08/04/2021	5343	Scott Engel	Q1 2020 IRA (replaces lost check 5238)		\$500.00
08/04/2021	5238R		reverse uncashed check 5238	\$500.00	
08/04/2021	5345	Scott Engel	reimbursement for web hosting		\$12.00
08/04/2021	5344	Center For Energy & Environment	Home Energy Audits		\$100.00
08/06/2021	DD	Scott A. Engel	Pay Period: 07/25/2021-08/07/2021		\$1,424.63
08/09/2021		IRS	Tax Payment for Period: 07/01/2021-07/31/2021		\$908.46
08/12/2021		MN Revenue	Tax Payment for Period: 07/01/2021-07/31/2021		\$144.56
08/17/2021		South Uptown Neighborhood Association	Sales	\$47.76	
08/20/2021	DD	Scott A. Engel	Pay Period: 08/08/2021-08/21/2021		\$1,424.63
08/26/2021		Zoom	Zoom subscription		\$16.18
<b>Total for SU Grants</b>				<b>\$547.76</b>	<b>\$5,062.29</b>
<b>TOTAL</b>				<b>\$789.50</b>	<b>\$5,101.87</b>



South Uptown Neighborhood Association

1001 SU Grants, Period Ending 08/31/2021

RECONCILIATION REPORT

Reconciled on: 09/06/2021

Reconciled by: Robert Thompson

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

Summary

USD

Statement beginning balance	23,959.42
Checks and payments cleared (12)	-5,462.61
Deposits and other credits cleared (4)	104.24
Statement ending balance	<u>18,601.05</u>
Uncleared transactions as of 08/31/2021	-248.51
Register balance as of 08/31/2021	18,352.54
Cleared transactions after 08/31/2021	0.00
Uncleared transactions after 08/31/2021	-2,333.06
Register balance as of 09/06/2021	16,019.48

Details

Checks and payments cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/11/2020	Expense	Auto	Microsoft Corporation	-56.48
07/20/2021	Check	5342	Scott Engel	-51.48
07/20/2021	Check	5341	Scott Engel	-144.83
07/20/2021	Check	5340	Scott Engel	-159.53
08/04/2021	Check	5343	Scott Engel	-500.00
08/04/2021	Check	5326	Ace in the City	-531.83
08/04/2021	Check	5344	Center For Energy & Environ...	-100.00
08/06/2021	Payroll Check	DD	Scott A. Engel	-1,424.63
08/09/2021	Tax Payment		IRS	-908.46
08/12/2021	Tax Payment		MN Revenue	-144.56
08/20/2021	Payroll Check	DD	Scott A. Engel	-1,424.63
08/26/2021	Expense		Zoom	-16.18
<b>Total</b>				<b>-5,462.61</b>

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/01/2021	Deposit		12838 NRP Implementation:...	56.48
02/08/2021	Check	5309	Void	0.00
05/17/2021	Expense		Dogwaste Depot	0.00
08/17/2021	Deposit		South Uptown Neighborhood...	47.76
<b>Total</b>				<b>104.24</b>

Additional Information

Uncleared checks and payments as of 08/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/25/2020	Check	5220	Scott Engel	-152.90
06/01/2021	Expense	3914684476	Google	-12.00
07/08/2021	Expense		Google	-12.00
07/14/2021	Expense		Vistaprint	-59.61
08/04/2021	Check	5345	Scott Engel	-12.00
<b>Total</b>				<b>-248.51</b>

Uncleared checks and payments after 08/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/03/2021	Payroll Check	DD	Scott A. Engel	-1,424.62
09/09/2021	Tax Payment		IRS	-908.44
Total				-2,333.06

South Uptown Neighborhood Association

1000 SU Operations, Period Ending 08/31/2021

RECONCILIATION REPORT

Reconciled on: 09/06/2021

Reconciled by: Robert Thompson

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

Summary

USD

Statement beginning balance	14,837.97
Checks and payments cleared (4)	-547.17
Deposits and other credits cleared (5)	241.74
Statement ending balance	<u>14,532.54</u>
Uncleared transactions as of 08/31/2021	-2,500.00
Register balance as of 08/31/2021	12,032.54
Cleared transactions after 08/31/2021	0.00
Uncleared transactions after 08/31/2021	160.00
Register balance as of 09/06/2021	<u>12,192.54</u>

Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/20/2021	Check	10172	Bob Groethe	-6.99
07/29/2021	Check	10173	Diana Boegeman	-500.60
08/04/2021	Check	10176	Bob Groethe	-6.99
08/04/2021	Check	10174	Brian Moe	-32.59
<b>Total</b>				<b>-547.17</b>

Deposits and other credits cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/04/2021	Deposit		South Uptown Neighborhood...	135.00
08/05/2021	Deposit		South Uptown Neighborhood...	19.38
08/14/2021	Deposit		South Uptown Neighborhood...	19.38
08/20/2021	Deposit		South Uptown Neighborhood...	48.60
08/23/2021	Deposit		South Uptown Neighborhood...	19.38
<b>Total</b>				<b>241.74</b>

Additional Information

Uncleared checks and payments as of 08/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/20/2021	Check	10171	Bryant Square Park	-2,500.00
<b>Total</b>				<b>-2,500.00</b>

Uncleared deposits and other credits after 08/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/01/2021	Deposit		South Uptown Neighborhood...	160.00
<b>Total</b>				<b>160.00</b>