

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



Prepared July 19, 2021

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For Management Purposes Only



South Uptown Neighborhood Association

Statement of Activity
October 2020 - June 2021

	TOTAL
Revenue	
4200 City Contracts	52,873
4300 Fundraising	4,678
4710 Advertising	-50
4730 Interest Income	170
Total Revenue	\$57,671
GROSS PROFIT	\$57,671
Expenditures	
5130 Payroll Expenses	41,490
5320 Accounting	1,176
5340 Program Support	80
5345 Licenses & Fees	25
5350 Bank Charges	30
5410 Equipment Purchase-Replacement	981
5440 Office Supplies	1,009
5445 Project Supplies	1,187
5450 Web Hosting	288
5500 Communications-Outreach	12
5510 Printing & Copying	1,069
5520 Postage & Delivery	984
5550 Meetings & Special Events	247
5551 Food Expense	463
5610 Rent	4,255
5640 Insurance General Liability	539
5810 Contributions	1,000
Total Expenditures	\$54,834
NET OPERATING REVENUE	\$2,836
Other Revenue	
7000 NRP Contracts	6,485
Total Other Revenue	\$6,485
Other Expenditures	
8700 NRP Safety	5,071
8800 Phase II Programs	1,414
Total Other Expenditures	\$6,485
NET OTHER REVENUE	\$0
NET REVENUE	\$2,836



South Uptown Neighborhood Association

Statement of Financial Position

As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 SU Operations	14,693.15
1001 SU Grants	16,427.35
Total Bank Accounts	\$31,120.50
Other Current Assets	
1201 TruStone CD 4001	6,019.37
1202 Trustone CD 4002	5,687.78
1251 Contract receivables	12,687.14
Total Other Current Assets	\$24,394.29
Total Current Assets	\$55,514.79
TOTAL ASSETS	\$55,514.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 Payroll Liabilities	
2211 Federal Taxes (941/944)	908.46
2213 MN Income Tax	497.53
2215 MN Unemployment Taxes	47.73
Total 2200 Payroll Liabilities	1,453.72
2300 City Contract Advances	17,500.00
Total Other Current Liabilities	\$18,953.72
Total Current Liabilities	\$18,953.72
Total Liabilities	\$18,953.72
Equity	\$36,561.07
TOTAL LIABILITIES AND EQUITY	\$55,514.79

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 July 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 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4110 Special Projects		500.00	-500.00	
4200 City Contracts	52,872.82	64,597.00	-11,724.18	81.85 %
4300 Fundraising	4,678.20	5,500.00	-821.80	85.06 %
4710 Advertising	-50.00		-50.00	
4730 Interest Income	169.54	200.00	-30.46	84.77 %
Total Revenue	\$57,670.56	\$70,797.00	\$ -13,126.44	81.46 %
GROSS PROFIT	\$57,670.56	\$70,797.00	\$ -13,126.44	81.46 %
Expenditures				
5130 Payroll Expenses	41,489.92	50,850.00	-9,360.08	81.59 %
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	1,009.18	1,500.00	-490.82	67.28 %
5445 Project Supplies	1,187.05	2,300.00	-1,112.95	51.61 %
5450 Web Hosting	288.00	120.00	168.00	240.00 %
5500 Communications-Outreach	12.00	200.00	-188.00	6.00 %
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	247.00	791.69	-544.69	31.20 %
5551 Food Expense	462.77	500.00	-37.23	92.55 %
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	\$54,834.08	\$73,011.69	\$ -18,177.61	75.10 %
NET OPERATING REVENUE	\$2,836.48	\$ -2,214.69	\$5,051.17	-128.08 %
Other Revenue				
7000 NRP Contracts	6,485.46	2,500.00	3,985.46	259.42 %
Total Other Revenue	\$6,485.46	\$2,500.00	\$3,985.46	259.42 %
Other Expenditures				
8700 NRP Safety	5,071.12		5,071.12	
8800 Phase II Programs	1,414.34		1,414.34	
Total Other Expenditures	\$6,485.46	\$0.00	\$6,485.46	0.00 %
NET OTHER REVENUE	\$0.00	\$2,500.00	\$ -2,500.00	0.00 %

			TOTAL	
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET REVENUE	\$2,836.48	\$285.31	\$2,551.17	994.17 %



South Uptown Neighborhood Association

Statement of Activity by Program Area

October 2020 - June 2021

	CHILI FEST	CPP	NRP	SUNA	TOTAL
Revenue					
4200 City Contracts	0	35,787	17,085		\$52,873
4300 Fundraising				4,678	\$4,678
4710 Advertising				-50	\$ -50
4730 Interest Income				123	\$123
Total Revenue	\$0	\$35,787	\$17,085	\$4,751	\$57,624
GROSS PROFIT					
	\$0	\$35,787	\$17,085	\$4,751	\$57,624
Expenditures					
5130 Payroll Expenses		29,472	12,017		\$41,490
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		518	491		\$1,009
5445 Project Supplies			1,274	260	\$1,534
5450 Web Hosting		48	240		\$288
5500 Communications-Outreach		12			\$12
5510 Printing & Copying	112	97	691	169	\$1,069
5520 Postage & Delivery	150	57	627	150	\$984
5550 Meetings & Special Events		210	62	-10	\$262
5551 Food Expense				463	\$463
5610 Rent		3,191	1,064		\$4,255
5640 Insurance General Liability			539		\$539
5810 Contributions				1,000	\$1,000
Total Expenditures	\$262	\$35,787	\$17,086	\$2,061	\$55,195
NET OPERATING REVENUE	\$ -262	\$0	\$ -0	\$2,690	\$2,429
Other Revenue					
7000 NRP Contracts			6,485		\$6,485
Total Other Revenue	\$0	\$0	\$6,485	\$0	\$6,485
Other Expenditures					
8700 NRP Safety			5,071		\$5,071
8800 Phase II Programs			1,414		\$1,414
Total Other Expenditures	\$0	\$0	\$6,485	\$0	\$6,485
NET OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
NET REVENUE	\$ -262	\$0	\$ -0	\$2,690	\$2,429



South Uptown Neighborhood Association

Statement of Cash Flows

October 2020 - June 2021

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	2,836.48
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	-6,503.35
2211 Payroll Liabilities:Federal Taxes (941/944)	27.16
2213 Payroll Liabilities:MN Income Tax	79.51
2215 Payroll Liabilities:MN Unemployment Taxes	6.99
2250 Direct Deposit Payable	0.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-6,559.23
Net cash provided by operating activities	\$ -3,722.75
FINANCING ACTIVITIES	
3100 Net Assets w/o Donor Restrictio	220.30
3201 Net Assets with Donor Restrictions:Bryant Square Park	2,500.00
3900 Retained Earnings	-220.30
Net cash provided by financing activities	\$2,500.00
NET CASH INCREASE FOR PERIOD	\$ -1,222.75
Cash at beginning of period	32,343.25
CASH AT END OF PERIOD	\$31,120.50



South Uptown Neighborhood Association

Monthly Transaction Report

June 2021

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
SU Operations					
Beginning Balance					15,460.81
06/01/2021	10160	Diana Boegeman	Food garden tours/Gift cards	-170.00	15,290.81
06/22/2021	10164	Scott Engel	Park Concert flyers	-168.65	15,122.16
06/22/2021	10162	Brian Moe	Ads-Park concerts	-25.00	15,097.16
06/22/2021	10165	Max Ehalt	Park Concert flyer delivery	-150.00	14,947.16
06/22/2021	10161	Philip AuClaire	Food-Park concerts	-40.87	14,906.29
06/22/2021	10163	Scott Engel	Performer gift cards	-200.00	14,706.29
06/25/2021		MightyCause	Online donations	25.00	14,731.29
06/29/2021	10166	Brian Moe	Ads-Park concerts	-25.00	14,706.29
06/29/2021	10167	Scott Engel	Park Concert Food	-51.90	14,654.39
06/29/2021		South Uptown Neighborhood Association	T-shirt sales	38.76	14,693.15
Total for SU Operations				\$ -767.66	
SU Grants					
Beginning Balance					22,725.00
06/01/2021		Zoom	Zoom subscription	-16.18	22,708.82
06/01/2021	3914684476	Google	Web hosting June 2021	-12.00	22,696.82
06/07/2021	7F02654887820303W	Vistaprint	Vinyl banner-summer concerts	-59.61	22,637.21
06/11/2021	DD	Scott A. Engel	Pay Period: 05/30/2021-06/12/2021	-1,424.62	21,212.59
06/15/2021	5332	Scott Engel	Personal Safety flyer	-111.50	21,101.09
06/15/2021		IRS	Tax Payment for Period: 05/01/2021-05/31/2021	-1,387.14	19,713.95
06/15/2021	5334	BPS Communications, LLC	Personal Safety workshop	-200.00	19,513.95
06/15/2021	5331	Emma Ehalt	Personal Safety flyer	-150.00	19,363.95
06/15/2021	5333	Vineland Tree Care	Boulevard Tree Treatment	-1,331.95	18,032.00
06/25/2021	DD	Scott A. Engel	Pay Period: 06/13/2021-06/26/2021	-1,424.63	16,607.37
06/29/2021		Zoom	Zoom subscription	-16.18	16,591.19
06/29/2021		South Uptown Neighborhood Association	T-shirt sales	19.12	16,610.31
06/29/2021	5335	Philip AuClaire	Garden sign posts	-32.39	16,577.92
06/29/2021	5336	Scott Engel	Paper & toner	-150.57	16,427.35
Total for SU Grants				\$ -6,297.65	
TOTAL				\$ -7,065.31	

South Uptown Neighborhood Association

1001 SU Grants, Period Ending 06/30/2021

RECONCILIATION REPORT

Reconciled on: 07/12/2021

Reconciled by: Robert Thompson

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

Summary

USD

Statement beginning balance.....	23,688.59
Checks and payments cleared (11).....	-6,215.01
Deposits and other credits cleared (1).....	19.12
Statement ending balance.....	<u>17,492.70</u>

Uncleared transactions as of 06/30/2021.....	-1,454.14
Register balance as of 06/30/2021.....	16,038.56
Cleared transactions after 06/30/2021.....	0.00
Uncleared transactions after 06/30/2021.....	-1,424.63
Register balance as of 07/12/2021.....	14,613.93

Details

Checks and payments cleared (11)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/10/2021	Check	5327	Scott Engel	-12.00
05/17/2021	Check	5329	Scott Engel	-97.38
06/07/2021	Expense	7F02654887820303W	Vistaprint	-59.61
06/11/2021	Payroll Check	DD	Scott A. Engel	-1,424.62
06/15/2021	Tax Payment		IRS	-1,387.14
06/15/2021	Check	5332	Scott Engel	-111.50
06/15/2021	Check	5333	Vineland Tree Care	-1,331.95
06/15/2021	Check	5334	BPS Communications, LLC	-200.00
06/15/2021	Check	5331	Emma Ehalt	-150.00
06/25/2021	Payroll Check	DD	Scott A. Engel	-1,424.63
06/29/2021	Expense		Zoom	-16.18

Total				-6,215.01
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Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2021	Deposit		South Uptown Neighborhood ...	19.12

Total				19.12
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South Uptown Neighborhood Association

1000 SU Operations, Period Ending 06/30/2021

RECONCILIATION REPORT

Reconciled on: 07/11/2021

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 (6).....	-804.52
Deposits and other credits cleared (2).....	63.76
Statement ending balance.....	<u>15,050.39</u>

Uncleared transactions as of 06/30/2021.....	-2,857.24
Register balance as of 06/30/2021.....	12,193.15

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/22/2021	Check	10159	Scott Engel	-200.00
06/01/2021	Expense	10160	Diana Boegeman	-170.00
06/22/2021	Check	10163	Scott Engel	-200.00
06/22/2021	Check	10164	Scott Engel	-168.65
06/22/2021	Check	10162	Brian Moe	-25.00
06/22/2021	Check	10161	Philip AuClaire	-40.87

Total	-804.52
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Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/25/2021	Deposit		MightyCause	25.00
06/29/2021	Deposit		South Uptown Neighborhood ...	38.76

Total	63.76
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