

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



Prepared August 16, 2021

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For Management Purposes Only



South Uptown Neighborhood Association

Statement of Activity
October 2020 - July 2021

	TOTAL
Revenue	
4110 Special Projects	49
4200 City Contracts	
4211 CPP Contract	41,798
4213 NRP Implementation	13,937
4215 NRP Crime and Safety	262
4217 NRP Programs	3,160
Total 4200 City Contracts	59,156
4300 Fundraising	
4307 Individual Giving	4,484
4311 T-shirt Sales	564
4313 Other Sales	20
Total 4300 Fundraising	5,068
4730 Interest Income	170
Total Revenue	\$64,443
GROSS PROFIT	\$64,443
Expenditures	
5130 Payroll Expenses	
5131 Wages	39,125
5132 Taxes	2,948
5140 Worker's Comp	308
5160 Health Insurance	2,714
5170 Other Benefits	1,000
Total 5130 Payroll Expenses	46,095
5320 Accounting	1,176
5340 Program Support	80
5345 Licenses & Fees	25
5350 Bank Charges	30
5410 Equipment Purchase-Replacement	981
5440 Office Supplies	1,220
5445 Project Supplies	2,022
5450 Web Hosting	288
5500 Communications-Outreach	142
5510 Printing & Copying	1,069
5520 Postage & Delivery	984
5550 Meetings & Special Events	263
5551 Food Expense	491
5610 Rent	5,318
5640 Insurance General Liability	539

	TOTAL
5810 Contributions	1,000
Total Expenditures	\$61,723
NET OPERATING REVENUE	\$2,720
Other Revenue	
7000 NRP Contracts	
7700 NRP Crime and Safety	5,071
7800 NRP Programs	1,414
Total 7000 NRP Contracts	6,485
Total Other Revenue	\$6,485
Other Expenditures	
8700 NRP Safety	
8701 Graffiti Elimination	2,390
8702 Nhood Safety Committee	200
8703 Home Security Grants	2,481
Total 8700 NRP Safety	5,071
8800 Phase II Programs	
8801 Energy Audit Program	50
8803 Gardens	32
8809 Blvd Trees and Plantings	1,332
Total 8800 Phase II Programs	1,414
Total Other Expenditures	\$6,485
NET OTHER REVENUE	\$0
NET REVENUE	\$2,720



South Uptown Neighborhood Association

Statement of Financial Position

As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 SU Operations	11,700.64
1001 SU Grants	22,794.41
Total Bank Accounts	\$34,495.05
Other Current Assets	
1201 TruStone CD 4001	6,019.37
1202 Trustone CD 4002	5,687.78
1251 Contract receivables	6,189.38
1401 Undeposited Funds	135.00
Total Other Current Assets	\$18,031.53
Total Current Assets	\$52,526.58
TOTAL ASSETS	\$52,526.58
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 Payroll Liabilities	
2211 Federal Taxes (941/944)	908.46
2213 MN Income Tax	144.56
2215 MN Unemployment Taxes	29.38
Total 2200 Payroll Liabilities	1,082.40
2300 City Contract Advances	17,500.00
Total Other Current Liabilities	\$18,582.40
Total Current Liabilities	\$18,582.40
Total Liabilities	\$18,582.40
Equity	\$33,944.18
TOTAL LIABILITIES AND EQUITY	\$52,526.58

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 July. Federal payroll taxes and MN withholding are paid as of August 15. MN 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 - July 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4110 Special Projects	49.25	500.00	-450.75	9.85 %
4200 City Contracts				
4211 CPP Contract	41,798.22	40,597.00	1,201.22	102.96 %
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 %
Total 4200 City Contracts	59,156.27	64,597.00	-5,440.73	91.58 %
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	563.66		563.66	
4313 Other Sales	20.00		20.00	
Total 4300 Fundraising	5,067.78	5,500.00	-432.22	92.14 %
4730 Interest Income	169.54	200.00	-30.46	84.77 %
Total Revenue	\$64,442.84	\$70,797.00	\$ -6,354.16	91.02 %
GROSS PROFIT	\$64,442.84	\$70,797.00	\$ -6,354.16	91.02 %
Expenditures				
5130 Payroll Expenses				
5131 Wages	39,124.95	42,600.00	-3,475.05	91.84 %
5132 Taxes	2,948.20	3,300.00	-351.80	89.34 %
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	
Total 5130 Payroll Expenses	46,095.16	50,850.00	-4,754.84	90.65 %
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	1,220.19	1,500.00	-279.81	81.35 %
5445 Project Supplies	2,021.79	2,300.00	-278.21	87.90 %
5450 Web Hosting	288.00	120.00	168.00	240.00 %
5500 Communications-Outreach	142.10	200.00	-57.90	71.05 %
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	833.36	-570.18	31.58 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5551 Food Expense	491.01	500.00	-8.99	98.20 %
5610 Rent	5,318.30	6,400.00	-1,081.70	83.10 %
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	\$61,723.25	\$73,053.36	\$ -11,330.11	84.49 %
NET OPERATING REVENUE	\$2,719.59	\$ -2,256.36	\$4,975.95	-120.53 %
Other Revenue				
7000 NRP Contracts				
7700 NRP Crime and Safety	5,071.12	2,500.00	2,571.12	202.84 %
7800 NRP Programs	1,414.34		1,414.34	
Total 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				
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	
Total 8700 NRP Safety	5,071.12		5,071.12	
8800 Phase II Programs				
8801 Energy Audit Program	50.00		50.00	
8803 Gardens	32.39		32.39	
8809 Blvd Trees and Plantings	1,331.95		1,331.95	
Total 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 %
NET REVENUE	\$2,719.59	\$243.64	\$2,475.95	1,116.23 %



South Uptown Neighborhood Association

Statement of Activity by Program Area

October 2020 - July 2021

	CHILI FEST	CPP	NRP	SUNA	TOTAL
Revenue					
4200 City Contracts	0	41,798	17,358		\$59,156
4300 Fundraising				5,029	\$5,029
4730 Interest Income				123	\$123
Total Revenue	\$0	\$41,798	\$17,358	\$5,152	\$64,309
GROSS PROFIT					
	\$0	\$41,798	\$17,358	\$5,152	\$64,309
Expenditures					
5130 Payroll Expenses		34,079	12,017		\$46,096
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	491		\$1,220
5445 Project Supplies			1,409	960	\$2,368
5450 Web Hosting		48	240		\$288
5500 Communications-Outreach		24		118	\$142
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				491	\$491
5610 Rent		4,255	1,064		\$5,318
5640 Insurance General Liability			539		\$539
5810 Contributions				1,000	\$1,000
Total Expenditures	\$262	\$41,697	\$17,220	\$2,907	\$62,086
NET OPERATING REVENUE	\$ -262	\$101	\$138	\$2,245	\$2,222
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	\$101	\$138	\$2,245	\$2,222



South Uptown Neighborhood Association

Statement of Cash Flows

October 2020 - July 2021

	TOTAL
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OPERATING ACTIVITIES	
Net Revenue	2,719.59
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	-5.59
2211 Payroll Liabilities:Federal Taxes (941/944)	27.16
2213 Payroll Liabilities:MN Income Tax	-273.46
2215 Payroll Liabilities:MN Unemployment Taxes	-11.36
2250 Direct Deposit Payable	0.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-432.79
Net cash provided by operating activities	\$2,286.80
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	\$2,286.80
Cash at beginning of period	32,343.25
CASH AT END OF PERIOD	\$34,630.05
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South Uptown Neighborhood Association

Monthly Transaction Report

July 2021

DATE	NUM	NAME	MEMO/DESCRIPTION	DEBIT	CREDIT
SU Operations					
Beginning Balance					
07/08/2021	10169	Brian Moe	Ads-Park concerts		\$33.10
07/08/2021	10168	Scott Engel	Pizza for band and Gift Cards		\$221.25
07/08/2021		South Uptown Neighborhood Association	T-shirt sales	\$57.91	
07/12/2021		MightyCause		\$100.00	
07/20/2021	10170	Brian Moe	Ads-Park concerts		\$35.00
07/20/2021	10171	Bryant Square Park	2020 Donation		\$2,500.00
07/20/2021	10172	Bob Groethe	Water for park concerts		\$6.99
07/20/2021		South Uptown Neighborhood Association	Sales	\$43.40	
07/23/2021		MightyCause	Donations for Park concerts	\$25.00	
07/24/2021		South Uptown Neighborhood Association	T-shirt sales	\$19.38	
07/26/2021		South Uptown Neighborhood Association	t-shirt sales	\$19.38	
07/28/2021		South Uptown Neighborhood Association	T-shirt sales	\$14.51	
07/28/2021		Square		\$24.25	
07/29/2021	10173	Diana Boegeman	T-shirts printing		\$500.00
Total for SU Operations				\$303.83	\$3,296.34
SU Grants					
Beginning Balance					
07/08/2021	5337	Ace in the City	July Office Rent		\$531.83
07/08/2021		Google	Web hosting June 2021		\$12.00
07/09/2021	DD	Scott A. Engel	Pay Period: 06/27/2021-07/10/2021		\$1,424.63
07/13/2021	0-111-667-360	MN Revenue	MN Income tax w/h		\$497.53
07/13/2021		MN UC Fund	Tax Payment for Period: 04/01/2021-06/30/2021		\$24.00
07/14/2021	5338	Paul Hebert	Q2 Health Benefit Stipend		\$697.32
07/14/2021	5339	Ace in the City	June Office Rent		\$531.83
07/14/2021		Vistaprint	Vinyl banner-summer concerts		\$59.61
07/15/2021		IRS	Tax Payment for Period: 06/01/2021-06/30/2021		\$908.46
07/20/2021	5340	Scott Engel	Office supplies: Ink and paper		\$159.53
07/20/2021	5342	Scott Engel	Post-it notes and easel pad		\$51.48
07/20/2021		Dog Waste Depot	Dog waste bags		\$75.13
07/20/2021	5341	Scott Engel	Dog waste bags		\$144.83
07/23/2021	DD	Scott A. Engel	Pay Period: 07/11/2021-07/24/2021		\$1,424.62
07/25/2021	108317435	Zoom	Zoom subscription		\$16.18
07/27/2021			NRP reimbursements	\$1,937.82	
07/28/2021	296452	42204 CPP Contract		\$10,843.39	
Total for SU Grants				\$12,781.21	\$6,558.98
TOTAL				\$13,085.04	\$9,855.32

South Uptown Neighborhood Association

1001 SU Grants, Period Ending 07/31/2021

RECONCILIATION REPORT

Reconciled on: 08/12/2021

Reconciled by: Robert Thompson

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

Summary

USD

Statement beginning balance.....	17,492.70
Checks and payments cleared (12).....	-6,314.49
Deposits and other credits cleared (2).....	12,781.21
Statement ending balance.....	<u>23,959.42</u>

Uncleared transactions as of 07/31/2021.....	-665.01
Register balance as of 07/31/2021.....	23,294.41
Cleared transactions after 07/31/2021.....	0.00
Uncleared transactions after 07/31/2021.....	-3,039.65
Register balance as of 08/12/2021.....	20,254.76

Details

Checks and payments cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2021	Check	5336	Scott Engel	-150.57
06/29/2021	Check	5335	Philip AuClaire	-32.39
07/08/2021	Check	5337	Ace in the City	-531.83
07/09/2021	Payroll Check	DD	Scott A. Engel	-1,424.63
07/13/2021	Expense	0-111-667-360	MN Revenue	-497.53
07/13/2021	Tax Payment		MN UC Fund	-24.00
07/14/2021	Check	5339	Ace in the City	-531.83
07/14/2021	Check	5338	Paul Hebert	-697.32
07/15/2021	Tax Payment		IRS	-908.46
07/20/2021	Expense		Dog Waste Depot	-75.13
07/23/2021	Payroll Check	DD	Scott A. Engel	-1,424.62
07/25/2021	Expense	108317435	Zoom	-16.18

Total				-6,314.49
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Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/27/2021	Deposit			1,937.82
07/28/2021	Receive Payment	296452	42204 CPP Contract	10,843.39

Total				12,781.21
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South Uptown Neighborhood Association

1000 SU Operations, Period Ending 07/31/2021

RECONCILIATION REPORT

Reconciled on: 08/12/2021

Reconciled by: Robert Thompson

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

Summary

	USD
Statement beginning balance.....	15,050.39
Checks and payments cleared (6).....	-516.25
Deposits and other credits cleared (9).....	303.83
Statement ending balance.....	<u>14,837.97</u>
Uncleared transactions as of 07/31/2021.....	-3,137.33
Register balance as of 07/31/2021.....	11,700.64
Cleared transactions after 07/31/2021.....	0.00
Uncleared transactions after 07/31/2021.....	121.79
Register balance as of 08/12/2021.....	11,822.43

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/22/2021	Check	10165	Max Ehalt	-150.00
06/29/2021	Check	10167	Scott Engel	-51.90
06/29/2021	Check	10166	Brian Moe	-25.00
07/08/2021	Check	10168	Scott Engel	-221.25
07/08/2021	Check	10169	Brian Moe	-33.10
07/20/2021	Check	10170	Brian Moe	-35.00
Total				-516.25

Deposits and other credits cleared (9)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/14/2020	Check	10157	Bryant Square Park	0.00
07/08/2021	Deposit		South Uptown Neighborhood ...	57.91
07/12/2021	Deposit		MightyCause	100.00
07/20/2021	Deposit		South Uptown Neighborhood ...	43.40
07/23/2021	Deposit		Give to the Max	25.00
07/24/2021	Deposit		South Uptown Neighborhood ...	19.38
07/26/2021	Deposit		South Uptown Neighborhood ...	19.38
07/28/2021	Deposit		South Uptown Neighborhood ...	14.51
07/28/2021	Deposit		Square	24.25
Total				303.83