



It is the mission of the Mora HRA to provide stable, affordable homes and activities to enrich the lives of people in East Central Minnesota.

HRA Board Regular Meeting Agenda

Date: Wednesday, October 27, 2021
Time: 3:30 PM
Location: Mora City Hall – 101 Lake Street South, Mora, MN 55051

1. **Call to Order**
2. **Roll Call**
3. **Adopt Agenda**
4. **Public Comment**
5. **Consent Agenda**
 - a. Regular Meeting Minutes – September 28, 2021
6. **Consideration of Items Removed from Consent Agenda**
7. **Budget/Financial Review**
 - a. September 2021 Financials
8. **Management Reports**
 - a. Eastwood Senior Living
 - b. Mysa House
 - c. HRA Programs & Maintenance
9. **Old Business**

None
10. **New Business**

None
11. **Adjournment**

1. **Call to Order.** The Chair calls the meeting to order.
2. **Roll Call.** Anderson, Folkestad, Jensen, Mathison, Olson
3. **Adopt Agenda.** *(No item of business shall be considered unless it appears on the agenda for the meeting. Board members may add items to the agenda prior to adoption of the agenda.)*
4. **Public Comment.** The Board receives public comment.
5. **Consent Agenda.** *(Items listed under the Consent Agenda are considered to be routine by the Board and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered in Item #6.)*
 - a. Regular Meeting Minutes – September 28, 2020. See attached minutes for review and approval.
6. **Consideration of Items Removed from Consent Agenda**
7. **Budget/Financial Review**
 - a. September 2021 Financials. See attached combined financial statements for 9/30/21.
8. **Management Reports**
 - a. Eastwood Senior Living Facility. See attached report for review and discussion. Walker Methodist has also prepared updated projections. The projections take into account that they will reach a maximum of 25 residents by year-end. Ron Donacik will be at the meeting to present the report and projections.
 - b. Mysa House. See attached report for review and discussion.
 - c. HRA Programs & Maintenance. See attached report for review and discussion.
9. **Old Business**

None.
10. **New Business**

None.
11. **Adjournment.** The next regular meeting is scheduled for Wednesday, November 24, 2021 at 3:30pm.

1. **Call to Order:** The regular meeting of the Housing & Redevelopment Authority of Mora was held at Mora City Hall, 101 S. Lake Street, Mora, MN on September 28, 2021. The meeting was called to order by Chair Olson at 3:30pm.
2. **Roll Call:** Present: Michael Anderson, Roberta Folkestad, Robert Jensen, Jake Mathison, and Dennis Olson
Staff Present: Lindy Crawford, Jack L'Heureux
3. **Approve Agenda:** Crawford requested the board add to the agenda Item 10b. Maintenance Trailer. Motion made by Jensen and seconded by Mathison, and unanimously carried to approve the agenda as amended.
4. **Public Comment:** No one spoke during public comment.
5. **Consent Agenda:** Folkestad noted the vote for agenda Item 10a in the meeting minutes should read three ayes, not four. Motion made by Mathison and seconded by Folkestad, and unanimously carried to adopt the consent agenda as amended.
 - a. Regular Meeting Minutes – August 25, 2021
6. **Consideration of Items Removed from Consent Agenda:** No items were removed from the consent agenda.
7. **Budget/Financial Review:** Crawford presented the August 2021 financial reports to the board. She stated that the year-to-date expenditures were in line and expenses were below projections. Pine Crest, Dala House, and the Section 8 funds were all with net income exceeding budget. Overall, funds were seeing positive movement due to strong census numbers and solid management and expenditure control. Jensen asked Crawford if Walker Methodist would be able to make payments on the bond into next year. He requested Walker Methodist provide an updated proforma that shows their projections for next year.
8. **Management Reports**
 - a. Eastwood Senior Living Facility: Ron Donacik, Walker Methodist, was unable to attend the meeting so Crawford presented the management report. She stated that they averaged 18 residents on a forecast of 21 for August. The current census was 19. Revenue was below budget by \$1,533, and through strong expense control they were under budget in expenses by \$5,455. She stated that they continued to work on staff recruitment. They hired a new RN, but still needed Evening and Night Resident Assistants. They had no COVID-19 cases in the building at present. Anderson asked if Walker Methodist was going to mandate employee vaccinations. Crawford stated that currently they had no mandate, but that she would follow up with Donacik and report back to the board.
 - b. Mysa House: Crawford presented the management report. Census remained at 100% and operations had been stable.
 - c. HRA Programs & Maintenance: Crawford presented the August 2021 HRA programs and maintenance report, which included updates on each property. She reported that three interviews for the office assistant position were conducted on September 27th. She also stated that advertising for the part-time maintenance technician position would occur soon. Jensen asked if the HRA could afford hiring for all these positions. Crawford stated that she had discuss the issue with the fee accountant and was assured that there was money in the Pine Crest fund to hire the part-time maintenance tech. Jensen asked what changed from the Financial Management Report. Crawford stated that we had actively controlled our expenses and that Pine Crest could hire a maintenance tech. without having a negative impact on the program.

Crawford stated that L'Heureux now had access to the HUD secure systems. The proposed budget for the Dala House had been submitted and that staff was currently waiting for approval. Bixby was currently conducting Section 8 annual inspections and Kiewel had completed the annual inspection at Pine Crest and was working on work orders developed from the inspection.

Crawford informed the board that staff received approval from the USDA to use Dala House reserve funds for a roof repair and replacement of the security panel. HUD approved Pine Crest's fine-year plan so Kiewel was working on the 2021 projects.

9. Old Business

- a. Ceiling Fans: Crawford gave the board an update on ceiling fans at Dala House. It would cost \$350 per unit to install ceiling fans and/or fix the ones we had already installed. The board instructed Crawford to have Kiewel do an inventory of the already installed fans. Anderson suggested a moratorium be placed on any further installation of fans for the time being, the board agreed. Motion made by Anderson and seconded by Folkestad, and unanimously carried to not install any additional ceiling fans at any HRA properties until further notice.

10. New Business

- a. City of Mora Correspondence and staffing discussion: Crawford presented the board a letter from the Mora Mayor which discussed the Mora City Council's decision not to merge the HRA with the City of Mora. The letter further announced that the City Administrator would no longer be able to perform the duties of the interim executive director effective November 30th. Crawford stated that she discussed this with L'Heureux and he noted that he would be willing to accept the position of executive director if that is the board's wishes. The board discussed their options and decided to proceed with Crawford's recommendation. Motion made by Mathison and seconded by Jensen, and unanimously carried to promote L'Heureux to the position of executive director effective November 30, 2021. Crawford would draft a formal offer letter and present it to L'Heureux.

There was some discussion about compensation for the executive director position. Motion made by Anderson and seconded by Folkestad, and unanimously carried to offer L'Heureux the annual salary of \$55,000. L'Heureux would be eligible for pay increases upon successfully completing a probationary period of six (6) months.

There was some discussion about offering employee benefits. The board directed staff to research options for offering a retirement plan (401K) and report back to board before the end of the year.

- b. Maintenance Trailer: Crawford shared that Kiewel had been using his personal trailer to pick up supplies and equipment which were too large to fit into the maintenance truck. She stated that employees should not be using their personal equipment for HRA business, and suggested the board consider purchasing a trailer. Anderson suggested an enclosed trailer would be best and the size be either 6x10 or 6x12. It was the consensus of the board to include the costs of an enclosed trailer in the upcoming budget.

11. **Adjournment**: Motion made by Mathison and seconded by Anderson, and unanimously carried to adjourn the meeting at 5:03pm.

HRA of Mora Meeting Minutes
September 28, 2021

Draft minutes respectfully submitted by Lindy Crawford, Interim Executive Director. Approved by the Board of Directors on October 27, 2021.

Robert Jensen, Secretary

Dennis Olson, Chair

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HOUSING & REDEVELOPMENT AUTHORITY OF MORA
BALANCE SHEET
September 30, 2021

	Management	Pinecrest	HCV	Dala	TOTALS
Cash-Operating	61,007.08	92,773.30	254,681.75	16,255.15	424,717.28
Cash-Reserves	67,191.75		-	31,578.73	98,770.48
Receivables	57,203.11	242.69	24,443.82	433.00	82,322.62
Due from Projects	8,062.38				8,062.38
Deferred and Prepaid charges	327.06	179.73	535.43	73.83	1,116.05
					-
Total Current Assets	193,791.38	93,195.72	279,661.00	48,340.71	614,988.81
Capital Assets, net of Depreciation	436,831.34	409,704.38	-	480,827.01	1,327,362.73
Total Assets	630,622.72	502,900.10	279,661.00	529,167.72	1,942,351.54
					-
Accounts Payable	3,098.53	17,728.86	534.82	9,719.87	31,082.08
Due to Management		380.47	777.20	6,904.71	8,062.38
Accrued Liabilities	17,408.18	16,436.68	2,758.21	9,040.38	45,643.45
Deferred Credits	6,095.82	-	4,008.87	533.17	10,637.86
Total Current Liabilities	26,602.53	34,546.01	8,079.10	26,198.13	95,425.77
					-
Long Term Debt	86,619.52	9,425.69	-	818,238.01	914,283.22
Total Liabilities	113,222.05	43,971.70	8,079.10	844,436.14	1,009,708.99
Unrestricted Net Assets	483,271.38	423,396.37	210,793.72	(340,309.10)	777,152.37
Restricted Net Assets			2,394.42	31,578.73	33,973.15
CY Net Income	34,129.29	35,532.03	58,393.76	(6,538.05)	121,517.03
CFP Net Income		-			-
Total Equity	517,400.67	458,928.40	271,581.90	(315,268.42)	932,642.55
Total Liability/Equity	630,622.72	502,900.10	279,661.00	529,167.72	1,942,351.54

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
INCOME & EXPENSE STATEMENT
For the 6 months Ended September 30,2021

	6 Month		6 Month		6 Month		6 Month		
INCOME	Management	Budget	Pinecrest	Budget	HCV	Budget	Dala	Budget	TOTALS
Grant Income	59,001.00	59,001	55,853.00	25,000	507,703.54	470,000	16,988.45	19,000	639,545.99
Rental Income	-		82,356.00	84,150	-		62,900.00	59,976	145,256.00
Management Income	21,583.99	27,744	-		-		-		21,583.99
Other Income	47,378.40	8,800	8,301.60	9,085	15,251.84	12,150	13,150.00	9,050	84,081.84
Total Operating Income	127,963.39	95,545	146,510.60	118,235	522,955.38	482,150	93,038.45	88,026	890,467.82
EXPENSES									
Administration	11,994.27	15,044	20,389.38	39,256	42,146.15	57,691	12,203.91	13,316	86,733.71
Utilities	2,151.06	2,325	17,881.66	18,750	-		9,193.12	10,650	29,225.84
Maintenance	2,822.50	3,259	25,654.45	31,604	-		16,852.60	25,402	45,329.55
Other General Expenses	17,220.42	19,334	19,045.08	19,441	1,127.47	2,500	27,780.87	25,359	65,173.84
HAP Expenses	54,260.00	54,260	-		421,288.00	415,000	-		475,548.00
Total Operating Expenses	88,448.25	94,221	82,970.57	109,051	464,561.62	475,191	66,030.50	74,726	702,010.94
Operating Income (Loss)	39,515.14	1,324	63,540.03	9,184	58,393.76	6,960	27,007.95	13,300	188,456.88
Depreciation	5,385.85		28,008.00		-		33,546.00		66,939.85
NET INCOME	34,129.29		35,532.03		58,393.76		(6,538.05)		121,517.03

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
BALANCE SHEET
September 30, 2020

	Management	Pinecrest	HCV	Dala	TOTALS
Cash-Operating	45,155.31	22,380.46	23,165.76	13,374.13	104,075.66
Cash-Reserves	67,242.00		-	22,805.67	90,047.67
Receivables	84,047.62	4,705.45	138.00	(11.54)	88,879.53
Deferred and Prepaid charges	2,289.96	3,493.78	281.62	1,460.48	7,525.84
					-
Total Current Assets	<u>198,734.89</u>	<u>30,579.69</u>	<u>23,585.38</u>	<u>37,628.74</u>	<u>290,528.70</u>
Capital Assets, net of Depreciation	442,724.03	441,696.38	-	527,872.85	1,412,293.26
Total Assets	<u>641,458.92</u>	<u>472,276.07</u>	<u>23,585.38</u>	<u>565,501.59</u>	<u>1,702,821.96</u>
					-
Accounts Payable	8,577.09	28,039.80	5,546.78	12,403.38	54,567.05
Accrued Liabilities	21,704.67	10,666.52	1,859.93	15,159.25	49,390.37
Deferred Credits	18,399.24	-		553.67	18,952.91
Total Current Liabilities	<u>48,681.00</u>	<u>38,706.32</u>	<u>7,406.71</u>	<u>28,116.30</u>	<u>122,910.33</u>
					-
Long Term Debt	117,952.69	9,916.21	-	830,433.61	958,302.51
Total Liabilities	<u>166,633.69</u>	<u>48,622.53</u>	<u>7,406.71</u>	<u>858,549.91</u>	<u>1,081,212.84</u>
Unrestricted Net Assets	488,299.81	378,883.02	47,758.19	(313,872.87)	601,068.15
Restricted Net Assets			(10,898.58)	22,805.67	11,907.09
CY Net Income	(13,474.58)	(51,679.52)	(20,680.94)	(1,981.12)	(87,816.16)
CFP Net Income		96,450.04			96,450.04
Total Equity	<u>474,825.23</u>	<u>423,653.54</u>	<u>16,178.67</u>	<u>(293,048.32)</u>	<u>621,609.12</u>
Total Liability/Equity	<u>641,458.92</u>	<u>472,276.07</u>	<u>23,585.38</u>	<u>565,501.59</u>	<u>1,702,821.96</u>

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
INCOME & EXPENSE STATEMENT
For the 6 months Ended September 30,2020

INCOME	Management	Pinecrest	HCV	Dala	TOTALS
Grant Income	73,387.00	20,235.00	213,950.00	16,054.45	323,626.45
Rental Income	-	85,238.00	-	61,722.00	146,960.00
Management Income	78,404.25	-	-	-	78,404.25
Other Income	25,630.57	10,274.70	(20,232.72)	20,511.68	36,184.23
Total Operating Income	177,421.82	115,747.70	193,717.28	98,288.13	585,174.93
EXPENSES					
Administration	80,859.43	41,941.83	29,243.77	13,761.03	165,806.06
Utilities	2,567.51	18,147.07	-	8,047.42	28,762.00
Maintenance	6,442.75	57,459.41	-	19,369.65	83,271.81
Other General Expenses	28,159.61	22,122.91	3,693.45	25,359.15	79,335.12
HAP Expenses	67,672.00	-	181,461.00	-	249,133.00
Total Operating Expenses	185,701.30	139,671.22	214,398.22	66,537.25	606,307.99
Operating Income (Loss)	(8,279.48)	(23,923.52)	(20,680.94)	31,750.88	(21,133.06)
Depreciation	5,195.10	27,756.00	-	33,732.00	66,683.10
NET INCOME	(13,474.58)	(51,679.52)	(20,680.94)	(1,981.12)	(87,816.16)



Item No. 8a

Management Report to the Board of the HRA of Mora 10/20/21

What follows is a Summary Management Report from Walker Methodist to the HRA and City of Mora.

Finance:

The September statement is attached.

- Monthly/YTD Revenue Variance: (\$6,310)/(\$3,607)
- Monthly/YTD Expenses Variance: \$22,126/\$87,894
- Monthly/YTD EBITDA Variance: \$15,816/\$84,287

Revenue Notes: \$6,310 under budget

- Rental revenue was under budgeted revenue by \$1,747
 - Census in September averaged 17.9 on a budget of 22
 - Currently (through 10/20/21) at 20 on a budget of 23
 - One hospice resident & 1 current warm lead
- Housing Revenue Services revenue was under budget by \$6,197

Expense Notes: \$22,126 under budget

- We are adding community outreach for 8 hours/week
- Otherwise, no outliers with expenses

Covid – 19:

- No new cases

Staff:

- Open positions include: 4 PT Evening RA, 2 PT NOC RA, 1 FT Cook, 2 PT Life Enrichment Assistants.

Ron Donacik

Eastwood Senior Living
Unaudited Income Statement
As Of September 30, 2021

	Current Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
OPERATING REVENUE						
Housing Resident Service Revenue	66,003	72,200	(6,197)	386,071	389,340	(3,269)
Rental Revenue	26,598	28,345	(1,747)	142,289	148,788	(6,499)
Culinary Services	105	-	105	189	-	189
Fees & Charges	1,500	-	1,500	4,331	-	4,331
Other Revenue	29	-	29	1,641	-	1,641
TOTAL OPERATING REVENUES	94,235	100,545	(6,310)	534,521	538,128	(3,607)
OPERATING EXPENSES						
Health Services	33,322	45,471	12,149	211,514	254,328	42,814
Therapeutic Recreation/Life Enrichment	3,601	4,194	593	19,846	25,531	5,685
Culinary Services	15,444	16,094	650	85,606	95,299	9,693
Housekeeping and Laundry	1,343	1,559	216	9,508	9,171	(337)
Environmental Services	1,249	3,015	1,766	15,493	18,152	2,659
Utilities	3,805	3,629	(176)	19,183	21,400	2,217
Administration	9,313	13,705	4,392	65,099	79,367	14,268
Sales and Marketing	140	755	615	1,938	4,530	2,592
Property and Related	148	148	-	887	886	(1)
Employee Taxes and Benefits	6,714	8,635	1,921	40,868	49,172	8,304
TOTAL OPERATING EXPENSES	75,079	97,205	22,126	469,942	557,836	87,894
EARNINGS BEFORE INTEREST, TAX, DEPRECIATION AND AMORTIZATION (EBITDA)	19,156	3,340	15,816	64,579	(19,708)	84,287
EBITDA %	20.33%	3.32%		12.08%	(3.66%)	
Depreciation Expense	9,851	11,218	1,367	59,087	67,307	8,220
Interest & Amortization Expense	6,706	7,107	401	40,350	42,892	2,542
OPERATING INCOME (LOSS)	2,599	(14,985)	17,584	(34,858)	(129,907)	95,049
Investment Income	0	-	-	1	-	1
NET INCOME (LOSS)	2,599	(14,985)	17,584	(34,857)	(129,907)	95,050

Eastwood Senior Living
Unaudited Income Statement
As Of September 30, 2021

	Current Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
RESIDENT DAYS:	-	-	-	-	-	-
OPERATING REVENUE						
Housing Resident Service Revenue:						
324-440-40-11120 IL/AL - EW SERVICES	-	-	-	288	-	288
324-440-40-13110 MC - PRIVATE PAY SERVICES	36,862	32,600	4,262	176,093	166,260	9,833
324-440-40-13120 MC - EW SERVICES	29,109	39,600	(10,491)	212,197	223,080	(10,883)
324-440-40-15110 HS RESIDENT ASSISTANT SERVICES	-	-	-	(2,784)	-	(2,784)
324-440-40-19110 HS HEALTH SERVICE SUPPLIES	33	-	33	278	-	278
Total Housing Resident Service Revenue	66,003	72,200	(6,197)	386,071	389,340	(3,269)
Rental Revenue:						
324-400-42-20010 AL - RENT	-	-	-	494	-	494
324-400-42-20510 MC - RENT	26,598	29,145	(2,547)	141,795	153,588	(11,793)
324-400-42-49025 MARKET RATE LOSS	-	(800)	800	-	(4,800)	4,800
Total Rental Revenue	26,598	28,345	(1,747)	142,289	148,788	(6,499)
Culinary Services:						
324-450-40-31410 GUEST MEAL SALES	105	-	105	189	-	189
Total Culinary Services	105	-	105	189	-	189
Fees & Charges:						
324-495-41-62110 COMMUNITY FEE	1,500	-	1,500	4,331	-	4,331
Total Fees & Charges	1,500	-	1,500	4,331	-	4,331
Other Revenue:						
324-495-47-99110 MISCELLANEOUS INCOME	-	-	-	973	-	973
324-495-47-99120 GPO INCENTIVES	29	-	29	667	-	667
Total Other Revenue	29	-	29	1,641	-	1,641
TOTAL OPERATING REVENUES	94,235	100,545	(6,310)	534,521	538,128	(3,607)
OPERATING EXPENSES						
Health Services:						
324-540-50-10600 SUPERVISOR/MANAGER/DIRECTOR	6,429	5,382	(1,047)	38,241	32,829	(5,412)
324-540-50-10602 SUPERVISOR/MANAGER/DIRECTOR - FLEX	277	-	(277)	2,407	-	(2,407)
324-540-50-10604 SUPERVISOR/MANAGER/DIRECTOR - STD	-	5	5	-	33	33
324-540-50-10620 RN STAFF	826	-	(826)	13,069	-	(13,069)
324-540-50-10621 RN STAFF - OT	-	-	-	1,000	-	(1,000)
324-540-50-10622 RN STAFF - FLEX	(821)	-	821	-	-	-
324-540-50-10640 LPN STAFF	-	4,562	4,562	5,347	26,617	21,270
324-540-50-10641 LPN STAFF - OT	-	-	-	562	-	(562)
324-540-50-10642 LPN STAFF - FLEX	-	-	-	(1,076)	-	1,076
324-540-50-10644 LPN STAFF - STD	-	18	18	-	107	107
324-540-50-10650 NAR STAFF	22,152	32,911	10,759	129,459	179,602	50,143
324-540-50-10651 NAR STAFF - OT	1,147	1,280	133	5,950	7,248	1,298
324-540-50-10652 NAR STAFF - FLEX	327	-	(327)	(3,188)	-	3,188
324-540-50-10653 NAR STAFF - FLEX CASHOUT	-	-	-	6,625	-	(6,625)
324-540-50-10654 NAR STAFF - STD	-	130	130	-	792	792
324-540-50-10700 TRAINING HOURS	-	-	-	-	-	-
324-540-50-10701 TRAINING WAGES	800	-	(800)	7,046	-	(7,046)
324-540-50-10900 SUPERVISOR/MANAGER/DIRECTOR HRS	-	-	-	-	-	-
324-540-50-10920 RN STAFF HRS	-	-	-	-	-	-
324-540-50-10921 RN STAFF - OT HRS	-	-	-	-	-	-
324-540-50-10940 LPN STAFF HRS	-	-	-	-	-	-
324-540-50-10941 LPN STAFF - OT HRS	-	-	-	-	-	-
324-540-50-10950 NAR STAFF HRS	-	-	-	-	-	-
324-540-50-10951 NAR STAFF - OT HRS	-	-	-	-	-	-
324-540-50-10953 NAR STAFF - FLEX CASHOUT HRS	-	-	-	-	-	-
324-540-50-21220 PURCH LABOR - RN	-	-	-	219	-	(219)
324-540-50-31310 PURCH SVCS - INFECTIOUS WAST DISP	-	58	58	-	350	350
324-540-50-40119 SUPPLIES- OTHER MEDICAL	1,511	1,000	(511)	3,993	6,000	2,007
324-540-50-40170 SUPPLIES- PROGRAM OTHER	-	125	125	242	750	508
324-540-50-80210 MINOR EQUIPMENT	-	-	-	730	-	(730)
324-540-50-90010 CONTINUING EDUCATION	-	-	-	50	-	(50)
324-540-50-90030 MEETINGS & SEMINARS	-	-	-	52	-	(52)
324-540-50-90090 TRAVEL EXPENSE	674	-	(674)	785	-	(785)
324-540-50-90095 MISCELLANEOUS	-	-	-	-	-	-
Total Health Services	33,322	45,471	12,149	211,514	254,328	42,814
Therapeutic Recreation/Life Enrichment:						
324-610-50-10605 STAFF	3,374	3,638	264	18,664	22,192	3,528
324-610-50-10606 STAFF - OT	-	-	-	12	-	(12)
324-610-50-10607 STAFF - FLEX	193	-	(193)	(751)	-	751
324-610-50-10608 STAFF - FLEX CASHOUT	-	-	-	1,145	-	(1,145)
324-610-50-10609 STAFF - STD	-	15	15	-	89	89
324-610-50-10700 TRAINING HOURS	-	-	-	-	-	-
324-610-50-10701 TRAINING WAGES	-	-	-	45	-	(45)

Eastwood Senior Living
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	Current Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
324-610-50-10905 STAFF HRS	-	-	-	-	-	-
324-610-50-10906 STAFF - OT HRS	-	-	-	-	-	-
324-610-50-10908 STAFF - FLEX CASHOUT HRS	-	-	-	-	-	-
324-610-50-31270 PURCH SVCS - ENTERTAINERS & SPEAKERS	-	167	167	-	1,000	1,000
324-610-50-40170 SUPPLIES- PROGRAM OTHER	34	125	91	732	750	18
324-610-50-80210 MINOR EQUIPMENT	-	83	83	-	500	500
324-610-50-90093 INTERNAL FOOD EXPENSE	-	167	167	-	1,000	1,000
Total Therapeutic Recreation/Life Enrichment	3,601	4,194	593	19,846	25,531	5,685
Culinary Services:						
324-700-50-10600 SUPERVISOR/MANAGER/DIRECTOR	2,532	1,776	(756)	17,263	10,363	(6,900)
324-700-50-10601 SUPERVISOR/MANAGER/DIRECTOR - OT	622	73	(549)	3,112	446	(2,666)
324-700-50-10602 SUPERVISOR/MANAGER/DIRECTOR - FLEX	-	-	-	375	-	(375)
324-700-50-10604 SUPERVISOR/MANAGER/DIRECTOR - STD	-	2	2	-	11	11
324-700-50-10605 STAFF	6,781	6,875	94	33,442	40,249	6,807
324-700-50-10606 STAFF - OT	171	188	17	364	1,146	782
324-700-50-10607 STAFF - FLEX	196	-	(196)	1,144	-	(1,144)
324-700-50-10608 STAFF - FLEX CASHOUT	-	-	-	487	-	(487)
324-700-50-10609 STAFF - STD	-	27	27	-	166	166
324-700-50-10700 TRAINING HOURS	-	-	-	-	-	-
324-700-50-10701 TRAINING WAGES	-	-	-	155	-	(155)
324-700-50-10900 SUPERVISOR/MANAGER/DIRECTOR HRS	-	-	-	-	-	-
324-700-50-10901 SUPERVISOR/MANAGER/DIRECTOR - OT HRS	-	-	-	-	-	-
324-700-50-10905 STAFF HRS	-	-	-	-	-	-
324-700-50-10906 STAFF - OT HRS	-	-	-	-	-	-
324-700-50-10908 STAFF - FLEX CASHOUT HRS	-	-	-	-	-	-
324-700-50-30190 OTHER CONSULTANT FEES	-	-	-	-	-	-
324-700-50-40130 SUPPLIES - CHINA / GLASS	109	85	(24)	109	513	404
324-700-50-40131 SUPPLIES - CHEMICALS	404	228	(176)	960	1,367	407
324-700-50-40132 SUPPLIES - PAPER GOODS	82	199	117	82	1,196	1,114
324-700-50-40170 SUPPLIES- PROGRAM OTHER	(109)	-	109	-	-	-
324-700-50-40175 SUPPLIES - UNIFORM	-	57	57	-	342	342
324-700-50-40240 FOOD - GENERAL	4,259	6,583	2,324	26,648	39,500	12,852
324-700-50-40380 FOOD - SPECIAL FUNCTIONS	-	-	-	-	-	-
324-700-50-86010 EQUIP LEASE/RENTAL	397	-	(397)	1,466	-	(1,466)
324-700-50-90095 MISCELLANEOUS	-	-	-	-	-	-
Total Culinary Services	15,444	16,094	650	85,606	95,299	9,693
Housekeeping and Laundry:						
324-710-50-10605 STAFF	1,088	1,123	35	6,522	6,551	29
324-710-50-10606 STAFF - OT	-	15	15	-	94	94
324-710-50-10607 STAFF - FLEX	66	-	(66)	(62)	-	62
324-710-50-10609 STAFF - STD	-	4	4	-	27	27
324-710-50-10905 STAFF HRS	-	-	-	-	-	-
324-710-50-10906 STAFF - OT HRS	-	-	-	-	-	-
324-710-50-40170 SUPPLIES- PROGRAM OTHER	190	417	227	3,047	2,500	(547)
324-710-50-90095 MISCELLANEOUS	-	-	-	-	-	-
Total Housekeeping and Laundry	1,343	1,559	216	9,508	9,171	(337)
Environmental Services:						
324-730-50-10600 SUPERVISOR/MANAGER/DIRECTOR	(79)	634	713	4,055	3,867	(188)
324-730-50-10604 SUPERVISOR/MANAGER/DIRECTOR - STD	-	1	1	-	4	4
324-730-50-10605 STAFF	439	-	(439)	1,041	-	(1,041)
324-730-50-10900 SUPERVISOR/MANAGER/DIRECTOR HRS	-	-	-	-	-	-
324-730-50-10905 STAFF HRS	-	-	-	-	-	-
324-730-50-31105 PURCH SVCS - OTHER	-	-	-	382	-	(382)
324-730-50-31305 PURCH SVCS - TRASH REMOVAL	266	-	(266)	537	-	(537)
324-730-50-31320 PURCH SVCS - MAINT CONTRACTS	303	1,464	1,161	4,112	8,781	4,669
324-730-50-31335 PURCH SVCS - BLDG & GROUNDS	-	-	-	-	-	-
324-730-50-31340 PURCH SVCS - EQUIPMENT	-	-	-	-	-	-
324-730-50-40170 SUPPLIES- PROGRAM OTHER	321	500	179	4,258	3,000	(1,258)
324-730-50-41110 SUPPLIES - PAINTER	-	-	-	-	-	-
324-730-50-41170 SUPPLIES - TOOLS	-	-	-	-	-	-
324-730-50-80110 EQUIPMENT REPAIRS	-	333	333	-	2,000	2,000
324-730-50-80210 MINOR EQUIPMENT	-	-	-	178	-	(178)
324-730-50-90090 TRAVEL EXPENSE	-	83	83	928	500	(428)
Total Environmental Services	1,249	3,015	1,766	15,493	18,152	2,659
Utilities:						
324-740-50-80310 UTILITIES - ELECTRICITY	2,213	2,200	(13)	10,294	9,600	(694)
324-740-50-80320 UTILITIES - GAS	230	263	33	1,886	4,800	2,914
324-740-50-80340 UTILITIES - SEWER & WATER	737	542	(195)	3,289	3,250	(39)
324-740-50-80350 UTILITIES - CABLE	625	625	-	3,714	3,750	36
Total Utilities	3,805	3,629	(176)	19,183	21,400	2,217
Administration:						
324-800-50-10600 SUPERVISOR/MANAGER/DIRECTOR	-	3,945	3,945	3,956	24,066	20,110
324-800-50-10602 SUPERVISOR/MANAGER/DIRECTOR - FLEX	-	-	-	(1,551)	-	1,551
324-800-50-10603 SUPERVISOR/MANAGER/DIRECTOR - FLEX CASHOUT	-	-	-	1,852	-	(1,852)
324-800-50-10604 SUPERVISOR/MANAGER/DIRECTOR - STD	-	4	4	-	24	24

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	Current Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
324-800-50-10900 SUPERVISOR/MANAGER/DIRECTOR HRS	-	-	-	-	-	-
324-800-50-10903 SUPERVISOR/MANAGER/DIRECTOR - FLEX CASHOUT HRS	-	-	-	-	-	-
324-800-50-31105 PURCH SVCS - OTHER	157	377	220	1,760	2,262	502
324-800-50-31140 PURCH SVCS - BANK FEES	102	30	(72)	753	180	(573)
324-800-50-31185 MANAGEMENT FEES	4,715	5,027	312	26,726	26,906	180
324-800-50-31190 PURCH SVCS - INDEPENDENT ACCOUNTING	267	375	108	1,600	2,250	650
324-800-50-31360 PURCH SERV - SHRED IT	56	49	(7)	377	294	(83)
324-800-50-40160 RESIDENT RECOGNITION	-	-	-	86	-	(86)
324-800-50-44010 SPECIAL EVENTS	-	-	-	-	-	-
324-800-50-80030 SALES TAX EXPENSE	7	-	(7)	13	-	(13)
324-800-50-80120 EQUIPMENT MAINT CONTRACTS	473	544	71	7,114	3,264	(3,850)
324-800-50-86030 COPIER LEASE / RENTAL	604	292	(312)	3,441	1,750	(1,691)
324-800-50-90020 LICENSES & PERMITS	738	500	(238)	2,857	3,000	143
324-800-50-90030 MEETINGS & SEMINARS	-	13	13	-	75	75
324-800-50-90040 POSTAGE & DELIVERY	-	42	42	64	250	186
324-800-50-90050 PRINTING	-	-	-	-	-	-
324-800-50-90070 STATIONERY & OFFICE SUPPLIES	68	250	182	896	1,500	604
324-800-50-90080 SUBSCRIPTIONS	-	17	17	-	100	100
324-800-50-90090 TRAVEL EXPENSE	-	25	25	2,403	150	(2,253)
324-800-50-90091 BUSINESS MEALS	-	-	-	-	-	-
324-800-50-90095 MISCELLANEOUS	-	-	-	-	-	-
324-800-50-91010 PROPERTY & LIABILITY INSURANCE	421	362	(59)	2,525	2,172	(353)
324-800-50-92010 TELEPHONE	579	708	129	4,007	4,248	241
324-800-50-98120 BAD DEBT EXPENSE	1,000	1,000	-	6,000	6,000	-
324-800-50-98255 EMPLOYEE RECOGNITION	126	146	20	219	875	656
Total Administration	9,313	13,705	4,392	65,099	79,367	14,268
Sales and Marketing:						
324-870-50-31405 PURCH SVCS - PUBLIC RELATIONS	-	-	-	-	-	-
324-870-50-31420 PURCH SVCS - COLLATERAL MATERIAL	-	33	33	-	200	200
324-870-50-31450 PURCH SVCS - MEDIA PLACEMENT	-	292	292	1,099	1,750	651
324-870-50-32010 NETWORKING	-	65	65	-	387	387
324-870-50-32020 SALES EXPENSE	140	180	40	695	1,080	385
324-870-50-44010 SPECIAL EVENTS	-	83	83	69	500	431
324-870-50-90050 PRINTING	-	83	83	75	500	425
324-870-50-90060 PROFESSIONAL ORG DUES	-	19	19	-	113	113
Total Sales and Marketing	140	755	615	1,938	4,530	2,592
Foundation						
Property and Related:						
324-950-50-81020 DEPREC - BUILDING	-	-	-	-	-	-
324-950-50-81030 DEPREC - FFE	-	-	-	-	-	-
324-950-50-81090 AMORTIZATION OF INTANGIBLES	-	-	-	-	-	-
324-950-50-82010 REAL ESTATE TAXES	148	148	-	887	886	(1)
324-950-50-83010 INTEREST - BONDS SERIES A	-	-	-	-	-	-
324-950-50-83020 INTEREST - BONDS SERIES B	-	-	-	-	-	-
324-950-50-83110 INTEREST - MORTGAGES	-	-	-	-	-	-
Total Property and Related	148	148	-	887	886	(1)
Employee Taxes and Benefits:						
324-980-50-70101 EMPLOYER FICA	2,957	4,787	1,830	22,031	27,257	5,226
324-980-50-70201 FUTA TAXES	139	110	(29)	618	627	9
324-980-50-70301 EMPLOYER SUI	104	600	496	607	3,414	2,807
324-980-50-71101 HEALTH INSURANCE PREMIUM	3,191	2,054	(1,137)	12,701	11,694	(1,007)
324-980-50-71102 DENTAL INSURANCE PREMIUM	164	263	99	1,762	1,497	(265)
324-980-50-71111 HEALTH INSURANCE DEDUCTIONS	(745)	(678)	67	(3,164)	(3,861)	(697)
324-980-50-71112 DENTAL INSURANCE DEDUCTIONS	(106)	(274)	(168)	(764)	(1,562)	(798)
324-980-50-73102 401(k) EMPLR CONTRIBUTION	319	705	386	2,937	4,017	1,080
324-980-50-74102 WORKERS COMP INSURANCE PREMIUM	690	1,069	379	4,142	6,089	1,947
324-980-50-78001 EMPLOYEE BENEFITS OTHER	-	-	-	(1)	-	1
Total Employee Taxes and Benefits	6,714	8,635	1,921	40,868	49,172	8,304
TOTAL OPERATING EXPENSES	75,079	97,205	22,126	469,942	557,836	87,894
EARNINGS BEFORE INTEREST, TAX, DEPRECIATION AND AMORTIZATION (EBITDA)	19,156	3,340	15,816	64,579	(19,708)	84,287
EBITDA %	20.33%	3.32%		12.08%	(3.66%)	
Depreciation Expense:						
324-950-50-81020 DEPREC - BUILDING	9,382	11,218	1,836	55,914	67,307	11,393
324-950-50-81030 DEPREC - FFE	469	-	(469)	3,173	-	(3,173)
324-950-50-81090 AMORTIZATION OF INTANGIBLES	-	-	-	-	-	-
Total Depreciation Expense	9,851	11,218	1,367	59,087	67,307	8,220
Interest & Amortization Expense:						
324-950-50-81090 AMORTIZATION OF INTANGIBLES	394	478	84	2,365	2,865	500
324-950-50-83010 INTEREST - BONDS SERIES A	-	6,350	6,350	-	38,097	38,097
324-950-50-83020 INTEREST - BONDS SERIES B	-	280	280	-	1,930	1,930
324-950-50-83110 INTEREST - MORTGAGES	6,312	-	(6,312)	37,984	-	(37,984)

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			Current Month			YTD		
			Actual	Budget	Variance	Actual	Budget	Variance
Total	Interest & Amortization Expense		6,706	7,107	401	40,350	42,892	2,542
OPERATING INCOME (LOSS)			2,599	(14,985)	17,584	(34,858)	(129,907)	95,049
Investment Income:								
324-480-48-10110 INTEREST INCOME - UNRESTRICTED SAVINGS			0	-	-	1	-	1
Total	Investment Income		0	-	-	1	-	1
NET INCOME (LOSS)			2,599	(14,985)	17,584	(34,857)	(129,907)	95,050

Eastwood Senior Living
Balance Sheet Detailed
As Of September 30, 2021

	Balance 9/30/2021	Balance 3/31/2021	Net Change
ASSETS			
CURRENT ASSETS			
Petty Cash	500	500	-
Cash - Checking Operating	62,966	58,243	4,723
Total Cash	63,466	58,743	4,723
Accts Rec - Tenants	41,090	82,888	(41,798)
Allowance for Doubtful Accounts	(22,875)	(19,678)	(3,197)
Total Receivables	18,215	63,210	(44,995)
Prepaid Expense - Other	6,866	3,295	3,571
Total Prepaid	6,866	3,295	3,571
Cash - Savings Security Deposits	3,352	5,351	(1,999)
Bond Payment Fund	115,902	51,414	64,488
Bond Operating Reserve Fund	250,053	250,053	-
Bond Debt Service Reserve Fund	387	387	-
Total Restricted Assets	369,694	307,205	62,489
Land	36,536	36,536	-
Building & Improvements	3,178,601	3,174,834	3,767
Construction in Progress	-	42,425	(42,425)
Furniture & Equipment - General	305,136	242,798	62,338
Total Capital Assets	3,520,273	3,496,593	23,680
Accumulated Depreciation - Bldg	(1,221,175)	(1,165,261)	(55,914)
Accumulated Depreciation - FFE	(231,621)	(228,448)	(3,173)
Total Accumulated Depreciation	(1,452,796)	(1,393,709)	(59,087)
Net Capital Assets	2,067,477	2,102,884	(35,407)
Total Assets	2,525,718	2,535,337	(9,619)
Accounts Payable	16,362	26,105	(9,743)
Other Accrued Expenses	120,261	121,095	(834)
Total Accounts Payable	136,623	147,200	(10,577)
Security Deposits	1,939	2,464	(525)
Total Other Payables	1,939	2,464	(525)
Accrued Sales Tax Liability	50	37	13
Accr Real Estate Taxes	443	443	-
Total Taxes Payable	493	480	13
Accrued Salaries	91,686	117,984	(26,298)
Accrued Flex Leave	29,023	31,725	(2,702)
Total Accrued Payroll Related	120,709	149,709	(29,000)
Accrued Interest - Bonds Series A	21,536	21,423	113
Bonds Payable Series A	3,080,000	3,080,000	-
Mortgages Payable	129,198	66,351	62,847
Original Issue (Discount) Premium	46,630	46,630	-
Underwriters (Discount)	(77,932)	(77,932)	-
Accumulated Amortization - Original Issue	(4,469)	(3,303)	(1,166)
Accumulated Amortization - Underwriters Disc	7,469	5,520	1,949
Deferred Financing Costs	(63,311)	(63,311)	-
Accumulated Amortization	6,067	4,485	1,582
Total Bond/Note Payables	3,145,188	3,079,863	65,325
Total Payables	3,404,952	3,379,716	25,236
Net Income	(34,855)	(196,662)	161,807
Unrestricted Net Assets	(844,379)	(648,827)	(195,552)
Temporarily Restricted Contributions	-	1,110	(1,110)
Total Equity	(879,234)	(844,379)	(34,855)
Total Liabilities & Equity	2,525,718	2,535,337	(9,619)

Eastwood Senior Living
Balance Sheet Detailed
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	Balance 9/30/2021	Balance 3/31/2021	Net Change
ASSETS			
CURRENT ASSETS			
Petty Cash:			
324-000-11-10105 PETTY CASH	500	500	-
Total Petty Cash	500	500	-
Cash - Checking Operating:			
324-000-11-10120 OPERATING CASH	62,966	58,243	4,723
Total Cash - Checking Operating	62,966	58,243	4,723
Total Cash	63,466	58,743	4,723
Accts Rec - Tenants:			
324-000-11-24110 ACCTS REC - TENANTS	41,090	82,888	(41,798)
Total Accts Rec - Tenants	41,090	82,888	(41,798)
Allowance for Doubtful Accounts:			
324-000-11-24995 ALLOWANCE FOR DOUBTFUL ACCOUNTS	(22,875)	(19,678)	(3,197)
Total Allowance for Doubtful Accounts	(22,875)	(19,678)	(3,197)
Total Receivables	18,215	63,210	(44,995)
Prepaid Expense - Other:			
324-000-11-49110 PREPAID EXPENSE - OTHER	6,866	3,295	3,571
Total Prepaid Expense - Other	6,866	3,295	3,571
Total Prepaid	6,866	3,295	3,571
Cash - Savings Security Deposits:			
324-000-14-10150 CASH - SAVINGS SECURITY DEPOSITS	3,352	5,351	(1,999)
Total Cash - Savings Security Deposits	3,352	5,351	(1,999)
Bond Payment Fund:			
324-000-14-60110 BOND PAYMENT FUND	115,902	51,414	64,488
Total Bond Payment Fund	115,902	51,414	64,488
Bond Operating Reserve Fund:			
324-000-14-60160 BOND OPERATING RESERVE FUND	250,053	250,053	-
Total Bond Operating Reserve Fund	250,053	250,053	-
Bond Debt Service Reserve Fund:			
324-000-14-60170 BOND DEBT SERVICE RESERVE FUND	387	387	-
Total Bond Debt Service Reserve Fund	387	387	-
Total Restricted Assets	369,694	307,205	62,489
Land:			
324-000-16-10010 LAND	36,536	36,536	-

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Balance Sheet Detailed
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	Balance 9/30/2021	Balance 3/31/2021	Net Change
Total Land	36,536	36,536	-
Building & Improvements:			
324-000-16-20010 BUILDING & IMPROVEMENTS	3,178,601	3,174,834	3,767
Total Building & Improvements	3,178,601	3,174,834	3,767
Construction in Progress:			
324-000-16-20090 CONSTRUCTION IN PROGRESS	-	42,425	(42,425)
Total Construction in Progress	-	42,425	(42,425)
Furniture & Equipment - General:			
324-000-16-30110 FURNITURE & EQUIPMENT - GENERAL	305,136	242,798	62,338
Total Furniture & Equipment - General	305,136	242,798	62,338
Total Capital Assets	3,520,273	3,496,593	23,680
Accumulated Depreciation - Bldg:			
324-000-17-20110 ACCUMULATED DEPRECIATION - BLDG	(1,221,175)	(1,165,261)	(55,914)
Total Accumulated Depreciation - Bldg	(1,221,175)	(1,165,261)	(55,914)
Accumulated Depreciation - FFE:			
324-000-17-30110 ACCUMULATED DEPRECIATION - FFE	(231,621)	(228,448)	(3,173)
Total Accumulated Depreciation - FFE	(231,621)	(228,448)	(3,173)
Total Accumulated Depreciation	(1,452,796)	(1,393,709)	(59,087)
Net Capital Assets	2,067,477	2,102,884	(35,407)
Total Assets	2,525,718	2,535,337	(9,619)
Accounts Payable:			
324-000-20-10010 ACCOUNTS PAYABLE	16,363	26,105	(9,742)
~ Rounding Adjustment ~	(1)	-	-
Total Accounts Payable	16,362	26,105	(9,743)
Other Accrued Expenses:			
324-000-20-10095 OTHER ACCRUED EXPENSES	120,261	121,095	(834)
Total Other Accrued Expenses	120,261	121,095	(834)
Total Accounts Payable	136,623	147,200	(10,577)
Security Deposits:			
324-000-20-50020 SECURITY DEPOSITS	1,939	2,464	(525)
Total Security Deposits	1,939	2,464	(525)
Total Other Payables	1,939	2,464	(525)
Accrued Sales Tax Liability:			
324-000-21-20000 ACCRUED SALES TAX LIABILITY	50	37	13
Total Accrued Sales Tax Liability	50	37	13

**Eastwood Senior Living
Balance Sheet Detailed
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	Balance 9/30/2021	Balance 3/31/2021	Net Change
Accr Real Estate Taxes:			
324-000-21-40000 ACCR REAL ESTATE TAXES	443	443	-
Total Accr Real Estate Taxes	443	443	-
Total Taxes Payable	493	480	13
Accrued Salaries:			
324-000-22-10010 ACCRUED SALARIES	91,686	117,984	(26,298)
Total Accrued Salaries	91,686	117,984	(26,298)
Accrued Flex Leave:			
324-000-22-10020 ACCRUED FLEX LEAVE	29,023	31,725	(2,702)
Total Accrued Flex Leave	29,023	31,725	(2,702)
Total Accrued Payroll Related	120,709	149,709	(29,000)
Accrued Interest - Bonds Series A:			
324-000-23-40010 ACCRUED INTEREST - BONDS SERIES A	21,536	21,423	113
Total Accrued Interest - Bonds Series A	21,536	21,423	113
Bonds Payable Series A:			
324-000-27-40010 BONDS PAYABLE SERIES A	3,080,000	3,080,000	-
Total Bonds Payable Series A	3,080,000	3,080,000	-
Mortgages Payable:			
324-000-27-40110 MORTGAGES PAYABLE	129,198	66,351	62,847
Total Mortgages Payable	129,198	66,351	62,847
Original Issue (Discount) Premium:			
324-000-27-41110 ORIGINAL DISCOUNT/PREMIUM	46,630	46,630	-
Total Original Issue (Discount) Premium	46,630	46,630	-
Underwriters (Discount):			
324-000-27-41120 UNDERWRITER'S DISCOUNT	(77,932)	(77,932)	-
Total Underwriters (Discount)	(77,932)	(77,932)	-
Accumulated Amortization - Original Issue:			
324-000-27-42110 ACCUM AMORTIZATION- ORIGINAL ISSUE	(4,469)	(3,303)	(1,166)
Total Accumulated Amortization - Original Issue	(4,469)	(3,303)	(1,166)
Accumulated Amortization - Underwriters Disc:			
324-000-27-42120 ACCUM AMORT UNDERWRITER'S DISCOUNT	7,469	5,520	1,949
Total Accumulated Amortization - Underwriters Disc	7,469	5,520	1,949
Deferred Financing Costs:			
324-000-18-10120 DEFERRED FINANCING COSTS	(63,311)	(63,311)	-
Total Deferred Financing Costs	(63,311)	(63,311)	-

Eastwood Senior Living
Balance Sheet Detailed
As Of September 30, 2021

	Balance 9/30/2021	Balance 3/31/2021	Net Change
Accumulated Amortization:			
324-000-18-20110 ACCUMULATED AMORTIZATION	6,067	4,485	1,582
Total Accumulated Amortization	6,067	4,485	1,582
Total Bond/Note Payables	3,145,188	3,079,863	65,325
Total Payables	3,404,952	3,379,716	25,236
Net Income:			
324-400-42-10010 IL/AL - RENT	-	176,354	(176,354)
324-400-42-20010 AL - RENT	494	8,818	(8,324)
324-400-42-20510 MC - RENT	141,795	91,541	50,254
324-440-40-11110 IL/AL - PRIVATE PAY SERVICES	-	147,856	(147,856)
324-440-40-11120 IL/AL - EW SERVICES	288	291,429	(291,141)
324-440-40-12120 AL - EW SERVICES	-	9,880	(9,880)
324-440-40-13110 MC - PRIVATE PAY SERVICES	176,093	87,607	88,486
324-440-40-13120 MC - EW SERVICES	212,197	202,489	9,708
324-440-40-13520 CS - EW SERVICES	-	(4,370)	4,370
324-440-40-14110 HS SKILLED NURSING	-	8,166	(8,166)
324-440-40-15110 HS RESIDENT ASSISTANT SERVICES	(2,784)	(232)	(2,552)
324-440-40-19110 HS HEALTH SERVICE SUPPLIES	278	1,047	(769)
324-450-40-31410 GUEST MEAL SALES	189	152	37
324-480-48-10110 INTEREST INCOME - UNRESTRICTED SAVINGS	1	8	(7)
324-495-41-62110 COMMUNITY FEE	4,331	3,500	831
324-495-41-62410 PET DEPOSIT FEE (NON-REFUNDABLE)	-	300	(300)
324-495-47-99110 MISCELLANEOUS INCOME	973	49,017	(48,044)
324-495-47-99120 GPO INCENTIVES	667	114	553
324-540-50-10600 SUPERVISOR/MANAGER/DIRECTOR	(38,241)	(62,894)	24,653
324-540-50-10602 SUPERVISOR/MANAGER/DIRECTOR - FLEX	(2,407)	(2,360)	(47)
324-540-50-10605 STAFF	-	(8,082)	8,082
324-540-50-10620 RN STAFF	(13,069)	(981)	(12,088)
324-540-50-10621 RN STAFF - OT	(1,000)	-	(1,000)
324-540-50-10640 LPN STAFF	(5,347)	(47,207)	41,860
324-540-50-10641 LPN STAFF - OT	(562)	(7,894)	7,332
324-540-50-10642 LPN STAFF - FLEX	1,076	(551)	1,627
324-540-50-10644 LPN STAFF - STD	-	(379)	379
324-540-50-10650 NAR STAFF	(129,459)	(278,426)	148,967
324-540-50-10651 NAR STAFF - OT	(5,950)	(28,945)	22,995
324-540-50-10652 NAR STAFF - FLEX	3,188	(97)	3,285
324-540-50-10653 NAR STAFF - FLEX CASHOUT	(6,625)	(6,272)	(353)
324-540-50-10701 TRAINING WAGES	(7,046)	(3,094)	(3,952)
324-540-50-21110 PURCH LABOR - HEALTH SERVICES DIR	-	(9,242)	9,242
324-540-50-21220 PURCH LABOR - RN	(219)	(250)	31
324-540-50-21223 PURCH LABOR - NAR	-	(9,716)	9,716
324-540-50-31105 PURCH SVCS - OTHER	-	(2,184)	2,184
324-540-50-40119 SUPPLIES- OTHER MEDICAL	(3,993)	(7,556)	3,563
324-540-50-40120 SUPPLIES - COVID-19	-	(6,610)	6,610
324-540-50-40170 SUPPLIES- PROGRAM OTHER	(242)	(1,532)	1,290
324-540-50-80210 MINOR EQUIPMENT	(730)	-	(730)
324-540-50-90010 CONTINUING EDUCATION	(50)	-	(50)
324-540-50-90030 MEETINGS & SEMINARS	(52)	-	(52)
324-540-50-90090 TRAVEL EXPENSE	(785)	(71)	(714)
324-540-50-90095 MISCELLANEOUS	-	(297)	297
324-610-50-10605 STAFF	(18,664)	(33,336)	14,672
324-610-50-10606 STAFF - OT	(12)	(222)	210
324-610-50-10607 STAFF - FLEX	751	(411)	1,162

Eastwood Senior Living
Balance Sheet Detailed
As Of September 30, 2021

	Balance 9/30/2021	Balance 3/31/2021	Net Change
324-610-50-10608 STAFF - FLEX CASHOUT	(1,145)	-	(1,145)
324-610-50-10701 TRAINING WAGES	(45)	(22)	(23)
324-610-50-40170 SUPPLIES- PROGRAM OTHER	(732)	(1,039)	307
324-700-50-10600			
SUPERVISOR/MANAGER/DIRECTOR	(17,263)	(33,468)	16,205
324-700-50-10601			
SUPERVISOR/MANAGER/DIRECTOR - OT	(3,112)	(3,301)	189
324-700-50-10602			
SUPERVISOR/MANAGER/DIRECTOR - FLEX	(375)	(752)	377
324-700-50-10605 STAFF	(33,442)	(59,058)	25,616
324-700-50-10606 STAFF - OT	(364)	(238)	(126)
324-700-50-10607 STAFF - FLEX	(1,144)	(1,102)	(42)
324-700-50-10608 STAFF - FLEX CASHOUT	(487)	(2,192)	1,705
324-700-50-10701 TRAINING WAGES	(155)	(86)	(69)
324-700-50-30190 OTHER CONSULTANT FEES	-	(1,039)	1,039
324-700-50-40130 SUPPLIES - CHINA / GLASS	(109)	(214)	105
324-700-50-40131 SUPPLIES - CHEMICALS	(960)	(1,433)	473
324-700-50-40132 SUPPLIES - PAPER GOODS	(82)	(388)	306
324-700-50-40170 SUPPLIES- PROGRAM OTHER	-	(229)	229
324-700-50-40175 SUPPLIES - UNIFORM	-	(691)	691
324-700-50-40240 FOOD - GENERAL	(26,648)	(59,967)	33,319
324-700-50-40380 FOOD - SPECIAL FUNCTIONS	-	(20)	20
324-700-50-86010 EQUIP LEASE/RENTAL	(1,466)	-	(1,466)
324-710-50-10605 STAFF	(6,522)	(14,719)	8,197
324-710-50-10607 STAFF - FLEX	62	536	(474)
324-710-50-40170 SUPPLIES- PROGRAM OTHER	(3,047)	(6,229)	3,182
324-730-50-10600			
SUPERVISOR/MANAGER/DIRECTOR	(4,055)	(7,772)	3,717
324-730-50-10605 STAFF	(1,041)	(296)	(745)
324-730-50-10606 STAFF - OT	-	(111)	111
324-730-50-31105 PURCH SVCS - OTHER	(382)	-	(382)
324-730-50-31305 PURCH SVCS - TRASH	(537)	(3,188)	2,651
324-730-50-31320 PURCH SVCS - MAINT			
CONTRACTS	(4,112)	(4,547)	435
324-730-50-31335 PURCH SVCS - BLDG &			
GROUNDS	-	(11,084)	11,084
324-730-50-40170 SUPPLIES- PROGRAM OTHER	(4,258)	(6,071)	1,813
324-730-50-80210 MINOR EQUIPMENT	(178)	-	(178)
324-730-50-90090 TRAVEL EXPENSE	(928)	(1,680)	752
324-740-50-80310 UTILITIES - ELECTRICITY	(10,294)	(17,946)	7,652
324-740-50-80320 UTILITIES - GAS	(1,886)	(4,456)	2,570
324-740-50-80340 UTILITIES - SEWER & WATER	(3,289)	(5,473)	2,184
324-740-50-80350 UTILITIES - CABLE	(3,714)	(7,791)	4,077
324-800-50-10600			
SUPERVISOR/MANAGER/DIRECTOR	(3,956)	(56,763)	52,807
324-800-50-10602			
SUPERVISOR/MANAGER/DIRECTOR - FLEX	1,551	(346)	1,897
324-800-50-10603			
SUPERVISOR/MANAGER/DIRECTOR - FLEX			
CASHOUT	(1,852)	(796)	(1,056)
324-800-50-31105 PURCH SVCS - OTHER	(1,760)	(5,572)	3,812
324-800-50-31140 PURCH SVCS - BANK FEES	(753)	(220)	(533)
324-800-50-31180 PURCH SVCS - OUTSIDE			
COUNSEL	-	(106)	106
324-800-50-31185 MANAGEMENT FEES	(26,726)	(53,683)	26,957
324-800-50-31190 PURCH SVCS - INDEPENDENT			
ACCOUNTING	(1,600)	(11,149)	9,549
324-800-50-31360 PURCH SERV - SHRED IT	(377)	(419)	42
324-800-50-40160 RESIDENT RECOGNITION	(86)	(221)	135
324-800-50-80030 SALES TAX EXPENSE	(13)	(10)	(3)
324-800-50-80120 EQUIPMENT MAINT CONTRACTS	(7,114)	(4,000)	(3,114)
324-800-50-86030 COPIER LEASE / RENTAL	(3,441)	(6,407)	2,966
324-800-50-90020 LICENSES & PERMITS	(2,857)	(4,059)	1,202

Eastwood Senior Living
Balance Sheet Detailed
As Of September 30, 2021

	Balance 9/30/2021	Balance 3/31/2021	Net Change
324-800-50-90030 MEETINGS & SEMINARS	-	(168)	168
324-800-50-90040 POSTAGE & DELIVERY	(64)	(440)	376
324-800-50-90070 STATIONERY & OFFICE	(896)	(2,128)	1,232
324-800-50-90080 SUBSCRIPTIONS	-	(216)	216
324-800-50-90090 TRAVEL EXPENSE	(2,403)	(555)	(1,848)
324-800-50-91010 PROPERTY & LIABILITY INSURANCE	(2,525)	(2,946)	421
324-800-50-92010 TELEPHONE	(4,007)	(7,123)	3,116
324-800-50-98120 BAD DEBT EXPENSE	(6,000)	(15,000)	9,000
324-800-50-98255 EMPLOYEE RECOGNITION	(219)	(4,794)	4,575
324-870-50-31450 PURCH SVCS - MEDIA PLACEMENT	(1,099)	(1,062)	(37)
324-870-50-32020 SALES EXPENSE	(695)	-	(695)
324-870-50-44010 SPECIAL EVENTS	(69)	-	(69)
324-870-50-90040 POSTAGE & DELIVERY	-	1	(1)
324-870-50-90050 PRINTING	(75)	-	(75)
324-950-50-81020 DEPREC - BUILDING	(55,914)	(112,499)	56,585
324-950-50-81030 DEPREC - FFE	(3,173)	(20,652)	17,479
324-950-50-81090 AMORTIZATION OF	(2,365)	(4,731)	2,366
324-950-50-82010 REAL ESTATE TAXES	(887)	(1,763)	876
324-950-50-83110 INTEREST - MORTGAGES	(37,984)	(91,732)	53,748
324-950-50-86010 EQUIP LEASE/RENTAL	-	(1,098)	1,098
324-980-50-70101 EMPLOYER FICA	(22,031)	(48,078)	26,047
324-980-50-70201 FUTA TAXES	(618)	(1,533)	915
324-980-50-70301 EMPLOYER SUI	(607)	(4,713)	4,106
324-980-50-71101 HEALTH INSURANCE PREMIUM	(12,701)	(20,000)	7,299
324-980-50-71102 DENTAL INSURANCE PREMIUM	(1,762)	(2,825)	1,063
324-980-50-71111 HEALTH INSURANCE DEDUCTIONS	3,164	5,932	(2,768)
324-980-50-71112 DENTAL INSURANCE DEDUCTIONS	764	1,751	(987)
324-980-50-73102 401(k) EMPLR CONTRIBUTION	(2,937)	(7,581)	4,644
324-980-50-74102 WORKERS COMP INSURANCE PREMIUM	(4,142)	(7,962)	3,820
324-980-50-78001 EMPLOYEE BENEFITS OTHER	1	3	(2)
Total Net Income	(34,855)	(196,662)	161,807
Unrestricted Net Assets:			
324-000-30-10010 UNRESTRICTED NET ASSETS	(844,379)	(648,827)	(195,552)
Total Unrestricted Net Assets	(844,379)	(648,827)	(195,552)
Temporarily Restricted Contributions:			
324-490-49-93050 CONTRIBUTIONS - TEMPORARILY RESTRICTED	-	1,110	(1,110)
Total Temporarily Restricted Contributions	-	1,110	(1,110)
Total Equity	(879,234)	(844,379)	(34,855)
Total Liabilities & Equity	2,525,718	2,535,337	(9,619)

**EASTWOOD SENIOR LIVING
2022 BUDGET SUMMARY**

	Through 9/30 Forecast Budget	2021 - 2022 Original Budget	Stabilized Memory Care Annualized
OPERATING REVENUE			
Housing Resident Service Revenue	897,283	893,880	1,102,560
Rental Revenue	330,400	351,365	438,332
Culinary Services	429	-	-
Fees & Charges	9,871	-	-
TOTAL OPERATING REVENUES	1,237,982	1,245,245	1,540,892
OPERATING EXPENSES			
Health Services	466,121	530,126	591,509
Therapeutic Recreation/Life Enrichment	41,821	50,939	50,331
Culinary Services	179,313	191,019	202,556
Housekeeping and Laundry	19,241	18,403	20,441
Environmental Services	33,345	36,283	41,177
Utilities	40,282	41,500	49,500
Administration	134,727	167,051	136,175
Sales and Marketing	4,938	9,060	9,060
Property & Related	1,776	1,772	1,772
Employee Taxes and Benefits	87,405	101,332	122,860
TOTAL OPERATING EXPENSES	1,008,968	1,147,485	1,225,381
EARNINGS BEFORE INTEREST, TAX, DEPRECIATION AND AMORTIZATION (EBITDA)	229,015	97,760	315,511
Depreciation Expense	122,751	130,970	120,461
Interest & Amortization Expense	82,319	84,861	82,593
OPERATING INCOME (LOSS)	23,944	(118,071)	112,457
NET INCOME (LOSS)	23,944	(118,071)	112,457
	-	-	-
EBITDA %	18.5%	7.9%	20.5%
Budgeted Cash Flow:			
Budgeted EBITDA	229,015	97,760	315,511
Less: Capital Purchases	(35,680)	(19,000)	(25,000)
Less: Monthly Bond Payments to City of Mora	(205,668)	(205,668)	(203,187)
Net Cash Flow	(12,333)	(126,908)	87,324

October 20, 2021

Item No. 8b

RE: Mysa House – September 2021 Final

- Occupancy of the (24) apartments:
 - Move –ins – none- 100 % Occupancy.
 - Move-outs – 0
- Vacancy
 - Currently the property is full.
- **Financial Summary**
 - **Income**
 - January – MIDCO rebate
 - On 12/31/2020, PPP was reclassified from Income to Accounts Payable, as PPP has not yet been forgiven. This reclassifying entry was reversed January 2021.
 - February – 2nd half 2020 TIF payment, \$9,498.24. Tenant appealed garage door damage, charges were removed, which show as a negative to reimbursements.
 - March – No other income over rents
 - April – No other income over rents.
 - May – No other income over rents
 - June – MIDCO rebate
 - July – MIDCO rebate \$187.36 / TIF \$10,573.21
 - August – No other income over rents
 - September – no other income over rents
 - **Expenses**
 - January – Energy audit.
 - February – Auditing fees from 2020-year end audit.
 - March – Annual property insurance paid.
 - April – noting out of ordinary.
 - May – MH mortgage statement for June was paid in May. Annual elevator contract. A snow removal invoice from January paid, vendor submitted late.
 - June – GMHF loan payment from March was returned and voided because no payment was due, \$17,833.33.
 - July – Nothing out of ordinary
 - August – Nothing out of ordinary
 - September – Installed new ignitors, flame rods and burners in boilers.

- **Budget Review**

- Income

- Rent increase effective 2-1-2021. Rental income is within budget.

- Expenses

- Audit fees exceed budget.

- **Corrections or Errors**

D.W. Jones Management, Inc. has received loan funds under the Payroll Protection Program (PPP) and intends to apply for forgiveness of these loan funds. D.W. Jones Management, Inc. has allocated PPP funds to this property in the form of a credit toward reimbursable payroll. *To date \$2,598.08 has been credited to this property.*

- **Property Manager Notes:**

- Job Openings: None
- Bingo once a month
- Birthday monthly party
- HRA maintenance is checking boilers daily
- Weekly cooking event, last week the women pancakes
- Mysa is decorated for the Fall
- HRA inspections completed

If you have any questions on the reports submitted, please contact me via the e-mail or phone number listed below

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Mysa House

Mora

For the Month of September - 2021

7942

		(1)	(2)	(3)	(4)	(5)
		Actual Month	To-Date	Budget To-Date	Annual Budget	
1	Apartment Rent Potential	\$16,889.00	\$151,196.00	\$151,214.00	\$201,884.00	
2	Parking/Garage Rent Potential	\$660.00	\$5,940.00	\$5,940.00	\$7,920.00	
3	Commercial Rent Potential	\$0.00	\$0.00	\$0.00	\$0.00	
4	Miscellaneous Rent Potential	\$0.00	\$0.00	\$0.00	\$0.00	
5	Gross Potential Rent (Lines 1-4)	\$17,549.00	\$157,136.00	\$157,154.00	\$209,804.00	
6	Apartment Vacancy	\$0.00	\$0.00	\$0.00	\$0.00	
7	Parking/Garage Vacancy	\$0.00	\$0.00	\$237.78	\$317.00	
8	Commercial Vacancy	\$0.00	\$0.00	\$0.00	\$0.00	
9	Misc. Unrealized Income	\$0.00	\$0.00	\$0.00	\$0.00	
10	Employee Rent Credits	\$755.00	\$6,785.00	\$6,750.00	\$9,000.00	
11	Out of Service Units	\$0.00	\$0.00	\$0.00	\$0.00	
12	Rental Concession Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	
13	Total Rental Loss (Lines 6 -12)	\$755.00	\$6,785.00	\$6,987.78	\$9,317.00	
14	Net Rental Income (Line 5 less 13)	\$16,794.00	\$150,351.00	\$150,166.22	\$200,487.00	
15	- Bad Debt	\$0.00	\$0.00	\$0.00	\$0.00	
16	Net Rental Collections (Line 14 less 15)	\$16,794.00	\$150,351.00	\$150,166.22	\$200,487.00	
17	Tenant Fees	\$0.00	(\$600.00)	\$0.00	\$0.00	
18	Other Income (specify in notes)	\$0.00	\$23,216.01	\$9,485.00	\$18,970.00	
19	Forfeited Security Deposits	\$0.00	\$0.00	\$0.00	\$0.00	
20	Interest Income (incl. escrows/reserves)	\$13.89	\$113.53	\$332.82	\$443.72	
21	Total Other Income (Lines 17 - 20)	\$13.89	\$22,729.54	\$9,817.82	\$19,413.72	
22	Total Revenue (Lines 16,21)	\$16,807.89	\$173,080.54	\$159,984.04	\$219,900.72	
23	Advertising and Marketing	\$0.00	\$0.00	\$150.03	\$200.00	
24	Property Management Fee	\$1,536.00	\$13,824.00	\$13,824.00	\$18,432.00	
25	Professional Fees (specify in notes)	\$0.00	\$8,130.00	\$6,142.68	\$6,143.00	
26	Applicant Screening/Collection Exp.	\$0.00	\$0.00	\$0.00	\$0.00	
27	Site Office Expense	\$259.16	\$3,163.48	\$2,797.47	\$3,730.00	
28	On-Site Management Payroll	\$653.44	\$1,272.62	\$8,016.03	\$10,688.00	
29	Other Administration (specify in notes)	\$92.00	\$2,056.00	\$1,267.47	\$1,690.00	
30	Total Administration (Lines 23 - 29)	\$2,540.60	\$28,446.10	\$32,197.68	\$40,883.00	
31	Elevator Maint/Contract	\$40.56	\$1,299.29	\$1,989.32	\$2,230.00	
32	Security	\$41.56	\$373.44	\$375.03	\$500.00	
33	Rubbish Removal	\$112.20	\$1,009.80	\$1,019.97	\$1,360.00	
34	Other Contract Services	\$1,136.53	\$2,069.84	\$2,250.00	\$3,000.00	
35	Unique Operating Expenses (specify in notes)	\$0.00	\$0.00	\$0.00	\$0.00	
36	Maintenance/Janitor Supplies	\$111.13	\$1,508.82	\$1,800.00	\$2,400.00	
37	Grounds Maintenance	\$0.00	\$1,304.80	\$1,285.74	\$1,500.00	
38	Snow Removal	\$0.00	\$1,471.47	\$4,280.00	\$5,350.00	
39	Heat & A/C Repair Services	\$3,774.30	\$4,194.30	\$562.50	\$750.00	
40	General Repair Services	\$0.00	\$498.65	\$5,249.97	\$7,000.00	
41	Paint/Decorating Materials	\$0.00	\$0.00	\$749.97	\$1,000.00	
42	Maintenance & Jan. Payroll	\$1,579.39	\$15,408.18	\$15,871.50	\$21,162.00	
43	Other Maint. & Oper. (specify in notes)	\$102.59	\$920.61	\$900.00	\$1,200.00	
44	Total Maintenance (Lines 31 - 43)	\$6,898.26	\$30,059.20	\$36,334.00	\$47,452.00	
45	Electricity	\$504.29	\$5,678.31	\$7,499.97	\$10,000.00	
46	Water & Sewer	\$897.34	\$4,949.69	\$5,069.97	\$6,760.00	
47	Gas and Oil	\$147.24	\$3,830.81	\$4,757.60	\$6,260.00	
48	Total Utilities (Lines 45 - 47)	\$1,548.87	\$14,458.81	\$17,327.54	\$23,020.00	
49	Property & Liability Insurance Exp.	\$0.00	\$13,406.68	\$12,700.00	\$12,700.00	
50	M & O plus Insurance (Lines 30,44,48,49)	\$10,987.73	\$86,370.79	\$98,559.22	\$124,055.00	
51	Real Estate Tax Expense	\$0.00	\$13,599.00	\$11,855.50	\$23,711.00	
52	Total Operating Expenses (Lines 50,51)	\$10,987.73	\$99,969.79	\$110,414.72	\$147,766.00	
53	Net Operating Income (Line 22 less 52)	\$5,820.16	\$73,110.75	\$49,569.32	\$72,134.72	
54	Interest on Amortizing Debt(s)	\$1,892.58	\$17,122.78	\$17,066.25	\$22,755.00	
55	MH Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	
56	Other/MIP/FA/FAF (specify in notes)	\$0.00	\$0.00	\$540.00	\$720.00	
57	Total Financing (Lines 54 - 56)	\$1,892.58	\$17,122.78	\$17,606.25	\$23,475.00	
58	Income from Oper. (Line 53 less 57)	\$3,927.58	\$55,987.97	\$31,963.07	\$48,659.72	

Mysa House

Mora

For the Month of September - 2021

7942

Part 1	Actual		Budget	Current Balances
	Current Month	Year-To-Date	Year-To-Date	
58 Income from Operations (Line 58 from 258A)	\$3,927.58	\$55,987.97	\$31,963.07	
59 Amortization/Depreciation Exp. (if applicable)	\$0.00	\$0.00	\$0.00	
60 Net Income or (Loss) (Line 58 less 59)	\$3,927.58	\$55,987.97	\$31,963.07	
61 ADJUSTMENTS TO BUSINESS ACTIVITIES				
62 Adjustments to Operating Assets				
63 Tenant Receivables	\$54.00	\$117.00		
64 Subsidy Receivables	\$0.00	\$0.00		
65 Prepaid Property & Liability Insurance	\$0.00	\$0.00		
66 Tenant Security Deposit Cash	\$0.00	\$0.00		
67 Other (specify in notes)	\$0.00	\$0.00		
68 Adjustments to Operating Liabilities				
69 Accounts Payable	\$102.28	(\$1,898.24)		
70 Accrued Expenses	\$0.00	\$0.00		
71 Prepaid Rent	\$27.00	\$752.00		
72 Accrued Interest	\$0.00	\$0.00		
73 Accrued Real Estate Taxes	\$0.00	\$0.00		
74 Accrued MIP (Mortgage Insurance)	\$0.00	\$0.00		
75 Tenant Security Deposit Payable	\$0.00	\$0.00		
76 Other (specify in notes)	\$0.00	\$0.00		
77 Adjustments for Financing Activities				
78 Principal Pmt. on Amortizing Debt(s) (-)	(\$710.75)	(\$6,307.19)		
79 Affiliate Contributions/Advances (+)	\$0.00	\$0.00		
80 Repayments to Affiliate (-)	\$0.00	\$0.00		
81 Annual Partnership Distribution (-)	\$0.00	(\$45,249.00)		
82 Amortization/Depreciation (if applicable) (+)	\$0.00	\$0.00		
83 Other (specify in notes)	\$0.00	\$0.00		
84 Adjustments for Investing Activities				
85 Deposit to Prop. Tax and Insurance Escrow (-)	(\$3,990.00)	(\$43,927.11)		
86 Withdrawal from Prop. Tax and Insurance Escrow (+)	\$0.00	\$26,341.75		
87 Deposit to Residual Receipts (-)	\$0.00	\$0.00		
88 Withdrawal from Residual Receipts (+)	\$0.00	\$0.00		
89 Deposit to Capital Reserves (-)	(\$630.00)	(\$5,670.00)		
90 Withdrawal from Capital Reserves (+)	\$0.00	\$0.00		
91 Capital Improvement Expenditures (-)	\$0.00	\$0.00		
92 Deposit to MIP/FA-FAF Income (-)	(\$55.00)	(\$525.00)		
93 Withdrawal from MIP/FA-FAF Escrow (+)	\$0.00	\$663.93		
94 Other (incd. int on res./escrows - specify in notes)	(\$11.30)	(\$76.36)		
95 Total Adjustments (Lines 63 - 94)	(\$5,213.77)	(\$75,778.22)		
96 Cash Flow from Operations (Line 60 plus 95)	(\$1,286.19)	(\$19,790.25)		
97 Beginning Cash Balance (Operating Account)	\$33,645.67	\$52,149.73		
98 Adjustments to Cash (specify in notes)	\$0.00	\$0.00		
99 Ending Cash Balance (Operating Account)	\$32,359.48	\$32,359.48		\$32,359.48
100 Components of Operating Cash				
101 Operating checking				\$11,530.72
102 Operating savings				\$20,678.76
103 Payroll Accounts				\$0.00
104 Certificate of Deposit				\$0.00
105 Petty Cash				\$150.00
106 Treasury Bills				\$0.00
107 Other				\$0.00
108 Total Operating Cash (Lines 101 - 107)				\$32,359.48

Part 2

109 Rent Receivable Balance (tenant & subsidy)		(\$111.00)
110 Prior Years Affiliate Loans & Notes (Short Term)		\$0.00
111 Security Deposit Liability		\$16,714.62
112 Security Deposit Account Balance		\$16,900.19
145 Accounts Payable over 30 days (258 C col. D)		\$0.00

Revised 6/08

Submitted by

Title

Date

Minnesota Housing **Monthly Operating Report - Form 258 D**

For the Month of September - 2021

7942

Mysa House

Mora

	Column A	Column B	Column C
OCCUPANCY			
	Sec. 8, 236/RAP, Hollman	All other units	Total
Occupied Units			
1 0-BR	0	0	0
2 1-BR	0	20	20
3 2-BR	0	4	4
4 3-BR	0	0	0
5 4-BR	0	0	0
6 Total Occupied Units	0	24	24
	Sec. 8, 236/RAP, Hollman	All other units	Total
Vacant			
7 0-BR	0	0	0
8 1-BR	0	0	0
9 2-BR	0	0	0
10 3-BR	0	0	0
11 4-BR	0	0	0
12 Total Vacant Units	0	0	0
14 Grand Total	0	24	24
TURNOVER UNITS	This Month	Next Month	
15 Move-ins	0	0	
16 Move-outs	0	0	
17 Net Turnover	0	0	
ELDERLY, HANDICAPPED, DISABLED	# of Units	% of Total	
18 Number of Units Occupied by Elderly, Handicapped, or Disabled tenants	23	95.8%	

Column A:

Project based Section 8 units
 Section 236/RAP units
 Hollman Units

Column B:

Project based Section 8 units where tenant pays market rate rent
 Market rate units
 Tax credit units
 MARIF units
 ELHIF units
 Housing Choice - tenant based voucher units

MYSA HOUSE

Balance Sheet

September 30, 2021

Assets

Current Assets

Cash

Operating Checking	11,530.72
Security Deposit Checking	16,900.19
Operating Savings	20,678.76
Operating Reserves	86,353.33
Petty Cash	150.00

Total Cash 135,613.00

Accounts Receivable

Accts Rec - Other 9,498.24

Total Accounts Receivable 9,498.24

Deposits & Escrows

Replacement Reserve	16,603.69
Escrow Property Taxes	10,791.89
Escrow Insurance	8,042.23
Escrow FHA Insurance	230.32

Total Deposits & Escrows 35,668.13

Total Current Assets 180,779.37

Fixed Assets

Furniture and Fixtures	614,552.00
Equipment	330,647.00
Building	2,807,254.00
Land	501,491.00

Depreciation & Amortization

Accumulated Depreciation Equipment	(455,576.00)
Accumulated Depreciation Building	(193,771.00)
Accumulated Depreciation	(86,187.00)
Accumulated Amortization Loan Fees	(10,764.00)

Total Depreciation & Amortization (746,298.00)

Total Fixed Assets 3,507,646.00

Other Assets

Financing Fees	151,074.00
Loan Fees	26,308.50

Total Other Assets 177,382.50

Total Assets

3,865,807.87

MYSA HOUSE
Balance Sheet
September 30, 2021

Liabilities & Equity

Liabilities

Current Liabilities

Prepaid Rents	572.00
Accounts Payable	3,058.83
Security Deposits	16,714.62
Total Current Liabilities	<u>20,345.45</u>

Other Current Liabilities

Accrued Interest	1,941.40
Total Other Current Liabilities	<u>1,941.40</u>

Long Term Liabilities

Mortgage Payables - MHFA	533,664.84
Mortgage Payable - MHFA Sr. Pilot	1,000,000.00
Mortgages Payable - GMHF	535,000.00
Mortgages Payable - Deferred	500,000.00
Total Long Term Liabilities	<u>2,568,664.84</u>

Other Liabilities

Due to Limited Partner	(1,988.93)
Deferred Developer Fee	87,068.93
Total Other Liabilities	<u>85,080.00</u>

Total Liabilities 2,676,031.69

Equity

Limited Partner Capital	1,201,519.00
Retained Earnings	(68,006.11)
Current Net Income	56,263.29

Total Equity 1,189,776.18

Total Liabilities & Equity 3,865,807.87

MYSA HOUSE

Trial Balance

Account Number	Account Name	Opening balance on 09/01/2021	debit	credit	Closing balance on 09/30/2021
1000	Operating Checking	2,819.50	26,975.00	18,263.78	11,530.72
1002	Security Deposit Checking	16,898.11	2.08	0.00	16,900.19
1004	Operating Savings	30,676.17	2.59	10,000.00	20,678.76
1005	Operating Reserves	86,353.29	0.04	0.00	86,353.33
1010	Petty Cash	150.00	100.00	100.00	150.00
1100	Accts Rec - Tenants	54.00	15,595.00	15,649.00	0.00
1102	Accts Rec - Other	9,498.24	0.00	0.00	9,498.24
1300	Furniture and Fixtures	614,552.00	0.00	0.00	614,552.00
1305	Equipment	330,647.00	0.00	0.00	330,647.00
1306	Accumulated Depreciation Equipment	(455,576.00)	0.00	0.00	(455,576.00)
1310	Building	2,807,254.00	0.00	0.00	2,807,254.00
1311	Accumulated Depreciation Building	(193,771.00)	0.00	0.00	(193,771.00)
1315	Land	501,491.00	0.00	0.00	501,491.00
1325	Accumulated Depreciation	(86,187.00)	0.00	0.00	(86,187.00)
1330	Replacement Reserve	15,967.75	635.94	0.00	16,603.69
1340	Escrow Property Taxes	7,977.11	2,814.78	0.00	10,791.89
1345	Escrow Insurance	6,861.75	1,180.48	0.00	8,042.23
1360	Escrow FHA Insurance	175.26	55.06	0.00	230.32
1400	Financing Fees	151,074.00	0.00	0.00	151,074.00
1410	Loan Fees	26,308.50	0.00	0.00	26,308.50
1411	Accumulated Amortization Loan Fees	(10,764.00)	0.00	0.00	(10,764.00)
2003	Prepaid Rents	(545.00)	16,848.00	16,875.00	(572.00)
2005	Accounts Payable	(2,956.55)	18,256.78	18,359.06	(3,058.83)
2007	Accrued Interest	(1,941.40)	0.00	0.00	(1,941.40)
2010	Security Deposits	(16,700.90)	0.00	13.72	(16,714.62)
2205	Due to Limited Partner	1,988.93	0.00	0.00	1,988.93
2300	Mortgage Payables - MHFA	(534,375.59)	710.75	0.00	(533,664.84)
2305	Mortgage Payable - MHFA Sr. Pilot	(1,000,000.00)	0.00	0.00	(1,000,000.00)
2310	Mortgages Payable - GMHF	(535,000.00)	0.00	0.00	(535,000.00)
2315	Mortgages Payable - Deferred	(500,000.00)	0.00	0.00	(500,000.00)
2465	Deferred Developer Fee	(87,068.93)	0.00	0.00	(87,068.93)
3000	Retained Earnings	68,006.11	0.00	0.00	68,006.11
3250	Limited Partner Capital	(1,201,519.00)	0.00	0.00	(1,201,519.00)
4000	Rental Income	(100,976.00)	0.00	11,408.00	(112,384.00)
4001	Rental Assistance	(33,331.00)	0.00	5,481.00	(38,812.00)
4002	Garage Rent	(5,280.00)	0.00	660.00	(5,940.00)
4010	TIF Income	(20,071.45)	0.00	0.00	(20,071.45)
4012	Interest Security Deposit	(16.72)	0.00	2.08	(18.80)
4014	Interest Operating Svgs	(34.58)	0.00	2.59	(37.17)
4016	Interest Operating Reserves	(0.66)	0.00	0.04	(0.70)
4090	Interest Income ~ Reserves	(64.40)	0.00	11.26	(75.66)
4099	Other Income	(546.48)	0.00	0.00	(546.48)
4550	Loss to Lease	(185.00)	0.00	0.00	(185.00)
4700	Resident Mgr Free Rent	6,035.00	755.00	0.00	6,790.00
4709	Reimbursements	600.00	0.00	0.00	600.00
4960	PPP Reimbursement	(2,598.08)	0.00	0.00	(2,598.08)
6110	Maint/Repairs Payroll	11,476.47	1,924.16	696.92	12,703.71
6115	Maint/Repairs Supply	1,294.62	133.36	22.23	1,405.75
6120	General Repairs	498.65	0.00	0.00	498.65
6130	Snow removal	1,471.47	0.00	0.00	1,471.47
6135	Elevator Maint.Contract	934.51	0.00	0.00	934.51
6137	Elevator Phone	324.22	40.56	0.00	364.78
6140	Grounds Maintenance	1,304.80	0.00	0.00	1,304.80
6146	Fire Ext Contract/Repairs	0.00	101.50	0.00	101.50
6147	Fire Alarm Contract/Repairs	653.35	734.37	0.00	1,387.72
6150	Janitor Supplies	103.07	0.00	0.00	103.07
6160	Exterminating Contract	279.96	300.66	0.00	580.62
6165	Heat & A/C Repairs	420.00	3,774.30	0.00	4,194.30
6171	Security System Phone	331.88	41.56	0.00	373.44
6175	Tenant Relations	36.01	0.00	0.00	36.01
6210	Electric	5,174.02	504.29	0.00	5,678.31
6215	Water/Sewer	4,052.35	897.34	0.00	4,949.69

MYSA HOUSE

Trial Balance

Account Number	Account Name	Opening balance on 09/01/2021	debit	credit	Closing balance on 09/30/2021
6225	Fuel (Oil/Coal.Gas)	3,683.57	147.24	0.00	3,830.81
6230	Trash removal	897.60	112.20	0.00	1,009.80
6245	Cable Television	818.02	102.59	0.00	920.61
6305	Activity Director	615.59	653.44	0.00	1,269.03
6306	Activity Director Expenses	15.10	0.00	0.00	15.10
6315	Management Fees	12,288.00	1,536.00	0.00	13,824.00
6320	Auditing	8,130.00	0.00	0.00	8,130.00
6340	Phone	252.30	4.16	0.00	256.46
6342	Property Internet	840.00	105.00	0.00	945.00
6345	Office Supplies	1,605.14	150.00	0.00	1,755.14
6346	Postage	184.34	0.00	0.00	184.34
6355	Training Expense	22.54	0.00	0.00	22.54
6365	Payroll Taxes	1,293.14	193.89	0.00	1,487.03
6370	Workmans' Comp Ins	1,011.66	158.26	0.00	1,169.92
6375	Bank Charges	105.14	7.00	0.00	112.14
6395	Other Administrative Expense	0.00	85.00	0.00	85.00
6410	Real Estate Taxes	13,599.00	0.00	0.00	13,599.00
6421	Minnesota Minimum Fee	630.00	0.00	0.00	630.00
6422	Rental License	158.86	0.00	0.00	158.86
6425	Property Insurance	12,742.75	0.00	0.00	12,742.75
6430	Fidelity Coverage	663.93	0.00	0.00	663.93
6560	Mortgage Interest	15,230.20	1,892.58	0.00	17,122.78
6565	Security Deposit Interest Liability	109.76	13.72	0.00	123.48
6571	MHFA LIRC Fee	150.00	0.00	0.00	150.00
6572	MHFA Annual Compliance Fee	720.00	0.00	0.00	720.00
Totals:		0.00	97,544.68	97,544.68	0.00

MYSA HOUSE

Income Statement

September 30, 2021

	Month Ending 09/30/2021		Year to Date 09/30/2021	
	Actual	%	Actual	%
Income				
Rental Income				
4000 - Rental Income	11,408.00	67.93	112,384.00	74.66
4001 - Rental Assistance	5,481.00	32.64	38,812.00	25.78
4002 - Garage Rent	660.00	3.93	5,940.00	3.95
Total Rental Income	17,549.00	104.50	157,136.00	104.39
Vacancy, Losses & Concessions				
4550 - Loss to Lease	0.00	0.00	185.00	0.12
4700 - Resident Mgr Free Rent	(755.00)	(4.50)	(6,790.00)	(4.51)
Total Vacancy, Losses & Concessions	(755.00)	(4.50)	(6,605.00)	(4.39)
Net Rental Income	16,794.00	100.00	150,531.00	100.00
Financial Income				
4012 - Interest Security Deposit	2.08	0.01	18.80	0.01
4014 - Interest Operating Svgs	2.59	0.02	37.17	0.02
4016 - Interest Operating Reserves	0.04	0.00	0.70	0.00
4090 - Interest Income ~ Reserves	11.26	0.07	75.66	0.05
Total Financial Income	15.97	0.10	132.33	0.09
Other Income				
4010 - TIF Income	0.00	0.00	20,071.45	13.33
4099 - Other Income	0.00	0.00	546.48	0.36
4709 - Reimbursements	0.00	0.00	(600.00)	(0.40)
4960 - PPP Reimbursement	0.00	0.00	2,598.08	1.73
Total Other Income	0.00	0.00	22,616.01	15.02
Total Income	16,809.97	100.10	173,279.34	115.11
Expenses				
Payroll & Related				
6110 - Maint/Repairs Payroll	1,227.24	7.31	12,703.71	8.44
6305 - Activity Director	653.44	3.89	1,269.03	0.84
6365 - Payroll Taxes	193.89	1.15	1,487.03	0.99
6370 - Workmans' Comp Ins	158.26	0.94	1,169.92	0.78
Total Payroll & Related	2,232.83	13.30	16,629.69	11.05
Administrative Expenses				
6320 - Auditing	0.00	0.00	8,130.00	5.40
6340 - Phone	4.16	0.02	256.46	0.17
6342 - Property Internet	105.00	0.63	945.00	0.63
6345 - Office Supplies	150.00	0.89	1,755.14	1.17
6346 - Postage	0.00	0.00	184.34	0.12
6355 - Training Expense	0.00	0.00	22.54	0.01
6375 - Bank Charges	7.00	0.04	112.14	0.07
6395 - Other Administrative Expense	85.00	0.51	85.00	0.06
Total Administrative Expenses	351.16	2.09	11,490.62	7.63
Utilities				
6210 - Electric	504.29	3.00	5,678.31	3.77
6215 - Water/Sewer	897.34	5.34	4,949.69	3.29
6225 - Fuel (Oil/Coal.Gas)	147.24	0.88	3,830.81	2.54
6230 - Trash removal	112.20	0.67	1,009.80	0.67
6245 - Cable Television	102.59	0.61	920.61	0.61

MYSA HOUSE

Income Statement

September 30, 2021

	Month Ending 09/30/2021		Year to Date 09/30/2021	
	Actual	%	Actual	%
Total Utilities	1,763.66	10.50	16,389.22	10.89
Operating & Maintenance Expenses				
6175 - Tenant Relations	0.00	0.00	36.01	0.02
6306 - Activity Director Expenses	0.00	0.00	15.10	0.01
Total Operating & Maintenance Expenses	0.00	0.00	51.11	0.03
Maintenance & Repairs				
6115 - Maint/Repairs Supply	111.13	0.66	1,405.75	0.93
6120 - General Repairs	0.00	0.00	498.65	0.33
6130 - Snow removal	0.00	0.00	1,471.47	0.98
6135 - Elevator Maint.Contract	0.00	0.00	934.51	0.62
6137 - Elevator Phone	40.56	0.24	364.78	0.24
6140 - Grounds Maintenance	0.00	0.00	1,304.80	0.87
6146 - Fire Ext Contract/Repairs	101.50	0.60	101.50	0.07
6147 - Fire Alarm Contract/Repairs	734.37	4.37	1,387.72	0.92
6150 - Janitor Supplies	0.00	0.00	103.07	0.07
6160 - Exterminating Contract	300.66	1.79	580.62	0.39
6165 - Heat & A/C Repairs	3,774.30	22.47	4,194.30	2.79
6171 - Security System Phone	41.56	0.25	373.44	0.25
Total Maintenance & Repairs	5,104.08	30.39	12,720.61	8.45
Management Fees				
6315 - Management Fees	1,536.00	9.15	13,824.00	9.18
Total Management Fees	1,536.00	9.15	13,824.00	9.18
Taxes & Insurance				
6410 - Real Estate Taxes	0.00	0.00	13,599.00	9.03
6421 - Minnesota Minimum Fee	0.00	0.00	630.00	0.42
6422 - Rental License	0.00	0.00	158.86	0.11
6425 - Property Insurance	0.00	0.00	12,742.75	8.47
6430 - Fidelity Coverage	0.00	0.00	663.93	0.44
6571 - MHFA LIRC Fee	0.00	0.00	150.00	0.10
6572 - MHFA Annual Compliance Fee	0.00	0.00	720.00	0.48
Total Taxes & Insurance	0.00	0.00	28,664.54	19.04
Total Operating Expenses	10,987.73	65.43	99,769.79	66.28
Net Operating Income (Loss)	5,822.24	34.67	73,509.55	48.83
Non-Operating Expenses				
Debt Services				
6560 - Mortgage Interest	1,892.58	11.27	17,122.78	11.37
Total Debt Services	1,892.58	11.27	17,122.78	11.37
Other Non-Operating Expenses				
6565 - Security Deposit Interest Liability	13.72	0.08	123.48	0.08
Total Other Non-Operating Expenses	13.72	0.08	123.48	0.08
Total Non-Operating Expenses	1,906.30	11.35	17,246.26	11.46
Net Income (Loss)	3,915.94	23.32	56,263.29	37.38

MYSA HOUSE
General Ledger Report
For Current Month (09/01/2021 to 09/30/2021)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
1000 - Operating Checking (Balance Forward As of 09/01/2021)											2,819.50
09/01/2021	09/01/2021	41	09/2021-400 Deposited 09/01/2021 Settlement:12259311129		MYS188		8361	OARB	725.00		3,544.50
09/02/2021	09/02/2021	42	09/2021-401 Deposited 09/02/2021 Settlement:12273503373		MYS188		8461	OARB	192.00		3,736.50
09/02/2021	09/02/2021	20682	AP Pymt - Ace Hardware		MYS188		14587	DB		63.28	3,673.22
09/02/2021	09/02/2021	20683	AP Pymt - Minnesota Housing Accounting		MYS188		14588	DB		7,278.33	(3,605.11)
09/02/2021	09/02/2021	20684	AP Pymt - Mora Municipal Utilities		MYS188		14589	DB		1,061.45	(4,666.56)
09/02/2021	09/02/2021		Funds Transfer: From bank account 'MYS188 Savings' to bank account 'MYS188 OPERATING'		MYS188		14838	DB	10,000.00		5,333.44
09/03/2021	09/03/2021	43	09/2021-402 Deposited 09/03/2021 Settlement:12298054529		MYS188		8517	OARB	273.00		5,606.44
09/04/2021	09/04/2021	44	09/2021-403 Deposited 09/04/2021 Settlement:12318759645		MYS188		8559	OARB	177.00		5,783.44
09/06/2021	09/06/2021	45	09/2021-404 Deposited 09/06/2021 Settlement:12339497073		MYS188		8632	OARB	710.00		6,493.44
09/08/2021	09/08/2021	46	09/2021-1 Deposited 09/08/2021		MYS188		8780	OARB	9,263.00		15,756.44
09/09/2021	09/09/2021	47	09/2021-2 Deposited 09/09/2021		MYS188		8941	OARB	5,535.00		21,291.44
09/09/2021	09/09/2021	20685	AP Pymt - DW Jones Management - Mgmt Fee		MYS188		15260	DB		1,536.00	19,755.44
09/09/2021	09/09/2021	20686	AP Pymt - DW Jones Management - Payroll		MYS188		15261	DB		1,148.54	18,606.90
09/09/2021	09/09/2021	20687	AP Pymt - RealPage		MYS188		15262	DB		100.00	18,506.90
09/09/2021	09/09/2021	20688	AP Pymt - VERIZON WIRELESS SPLITS		MYS188		15263	DB		27.11	18,479.79
09/16/2021	09/16/2021	20689	AP Pymt - CTC splits		MYS188		15991	DB		4.16	18,475.63
09/16/2021	09/16/2021	20690	AP Pymt - DW Jones Management - Postage		MYS188		15992	DB		156.51	18,319.12
09/16/2021	09/16/2021	20691	AP Pymt - Johnson Controls Fire Protection LP		MYS188		15993	DB		653.25	17,665.87
09/16/2021	09/16/2021	20692	AP Pymt - Minnesota Energy Resources		MYS188		15994	DB		147.24	17,518.63
09/16/2021	09/16/2021	20693	AP Pymt - Mora HRA		MYS188		15995	DB		210.00	17,308.63
09/16/2021	09/16/2021	20694	AP Pymt - Quality Disposal Systems		MYS188		15996	DB		112.20	17,196.43
09/22/2021	09/22/2021	3335	Other Receipt: G Williams return PC for Activity Director		MYS188		551	CR	100.00		17,296.43
09/22/2021	09/22/2021	20695	AP Pymt - Kathryn Hampey		MYS188		16337	DB		100.00	17,196.43
09/23/2021	09/23/2021	20696	AP Pymt - DW Jones Management - Payroll		MYS188		16573	DB		1,084.29	16,112.14
09/23/2021	09/23/2021	20697	AP Pymt - East Central Energy		MYS188		16574	DB		504.29	15,607.85
09/24/2021	09/24/2021	20698	AP Pymt - Bank Forward - Visa		MYS188		16824	DB		50.00	15,557.85
09/29/2021	09/29/2021	20699	AP Pymt - Minnesota Secretary of State		MYS188		16965	DB		35.00	15,522.85
09/29/2021	09/29/2021	20700	AP Pymt - Minnesota Secretary of State		MYS188		16966	DB		50.00	15,472.85
09/30/2021	09/30/2021	20701	AP Pymt - Midcontinent Communications		MYS188		17103	DB		370.83	15,102.02
09/30/2021	09/30/2021	20702	AP Pymt - SCR NORTHERN DIVN		MYS188		17104	DB		3,564.30	11,537.72
09/30/2021	09/30/2021		Bank Service Charge: RPI		MYS188		17338	DB		7.00	11,530.72
Totals for 1000 - Operating Checking									26,975.00	18,263.78	11,530.72
Net Change for 1000 - Operating Checking											8,711.22
1002 - Security Deposit Checking (Balance Forward As of 09/01/2021)											16,898.11
09/30/2021	09/30/2021		Bank Interest Earned		MYS188		17338	DB	2.08		16,900.19
Totals for 1002 - Security Deposit Checking									2.08	0.00	16,900.19
Net Change for 1002 - Security Deposit Checking											2.08
1004 - Operating Savings (Balance Forward As of 09/01/2021)											30,676.17

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09/02/2021	09/02/2021		Funds Transfer: From bank account 'MYS188 Savings' to bank account 'MYS188 OPERATING'		MYS188		14838	DB		10,000.00	20,676.17
	09/30/2021	09/30/2021	Bank Interest Earned		MYS188		17338	DB	2.59		20,678.76
Totals for 1004 - Operating Savings									2.59		
Net Change for 1004 - Operating Savings									2.59	10,000.00	20,678.76
											(9,997.41)
1005 - Operating Reserves (Balance Forward As of 09/01/2021)											86,353.29
09/30/2021	09/30/2021		Adjust Op Reserves to Fifth 3rd Bank Statement		MYS188		4000	GJ	0.04		86,353.33
Totals for 1005 - Operating Reserves									0.04		
Net Change for 1005 - Operating Reserves										0.00	86,353.33
											0.04
1010 - Petty Cash (Balance Forward As of 09/01/2021)											150.00
09/22/2021	09/22/2021	3335	Other Receipt: G Williams return PC for Activity Director		MYS188		551	CR		100.00	50.00
09/22/2021	09/22/2021	PC-09222021-MYS188	AP Invoice - Kathryn Hampey: I2109009625-intial petty cash		MYS188		18925	APA	100.00		150.00
Totals for 1010 - Petty Cash											
Net Change for 1010 - Petty Cash									100.00	100.00	150.00
											0.00
1100 - Accts Rec - Tenants (Balance Forward As of 09/01/2021)											54.00
09/01/2021	09/01/2021		Accts Rec - Tenants		MYS188		5902	OARA	15,595.00		15,649.00
09/01/2021	09/01/2021		Accts Rec - Tenants		MYS188		6021	OARA		192.00	15,457.00
09/01/2021	09/01/2021		Accts Rec - Tenants		MYS188		6149	OARA		177.00	15,280.00
09/02/2021	09/02/2021		Accts Rec - Tenants		MYS188		6099	OARA		273.00	15,007.00
09/04/2021	09/04/2021		Accts Rec - Tenants		MYS188		6203	OARA		710.00	14,297.00
09/08/2021	09/08/2021		Accts Rec - Tenants		MYS188		6383	OARA		8,762.00	5,535.00
09/09/2021	09/09/2021		Accts Rec - Tenants		MYS188		6478	OARA		5,535.00	0.00
Totals for 1100 - Accts Rec - Tenants									15,595.00	15,649.00	0.00
Net Change for 1100 - Accts Rec - Tenants											(54.00)
1102 - Accts Rec - Other (Balance Forward As of 09/01/2021)											9,498.24
Totals for 1102 - Accts Rec - Other									0.00	0.00	9,498.24
Net Change for 1102 - Accts Rec - Other											0.00
1300 - Furniture and Fixtures (Balance Forward As of 09/01/2021)											614,552.00
Totals for 1300 - Furniture and Fixtures									0.00	0.00	614,552.00
Net Change for 1300 - Furniture and Fixtures											0.00
1305 - Equipment (Balance Forward As of 09/01/2021)											330,647.00
Totals for 1305 - Equipment									0.00	0.00	330,647.00
Net Change for 1305 - Equipment											0.00
1306 - Accumulated Depreciation Equipment (Balance Forward As of 09/01/2021)											(455,576.00)
Totals for 1306 - Accumulated Depreciation Equipment									0.00	0.00	(455,576.00)
Net Change for 1306 - Accumulated Depreciation Equipment											0.00
1310 - Building (Balance Forward As of 09/01/2021)											2,807,254.00
Totals for 1310 - Building									0.00	0.00	2,807,254.00
Net Change for 1310 - Building											0.00
1311 - Accumulated Depreciation Building (Balance Forward As of 09/01/2021)											(193,771.00)

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Totals for 1311 - Accumulated Depreciation Building									0.00	0.00	(193,771.00)
Net Change for 1311 - Accumulated Depreciation Building											0.00
1315 - Land (Balance Forward As of 09/01/2021)											501,491.00
Totals for 1315 - Land									0.00	0.00	501,491.00
Net Change for 1315 - Land											0.00
1325 - Accumulated Depreciation (Balance Forward As of 09/01/2021)											(86,187.00)
Totals for 1325 - Accumulated Depreciation									0.00	0.00	(86,187.00)
Net Change for 1325 - Accumulated Depreciation											0.00
1330 - Replacement Reserve (Balance Forward As of 09/01/2021)											15,967.75
09/01/2021	09/01/2021	1269689-MH	AP Invoice - Minnesota Housing Ac-		MYS188		15980	APA	630.00		16,597.75
		pmt Sept 2021	counting: 1269689-MH pmt Sept 2021								
09/30/2021	09/30/2021		3Q MH Interest		MYS188		4001	GJ	5.94		16,603.69
Totals for 1330 - Replacement Reserve									635.94	0.00	16,603.69
Net Change for 1330 - Replacement Reserve											635.94
1340 - Escrow Property Taxes (Balance Forward As of 09/01/2021)											7,977.11
09/01/2021	09/01/2021	1269689-MH	AP Invoice - Minnesota Housing Ac-		MYS188		15980	APA	2,812.00		10,789.11
		pmt Sept 2021	counting: 1269689-MH pmt Sept 2021								
09/30/2021	09/30/2021		3Q MH Interest		MYS188		4001	GJ	2.78		10,791.89
Totals for 1340 - Escrow Property Taxes									2,814.78	0.00	10,791.89
Net Change for 1340 - Escrow Property Taxes											2,814.78
1345 - Escrow Insurance (Balance Forward As of 09/01/2021)											6,861.75
09/01/2021	09/01/2021	1269689-MH	AP Invoice - Minnesota Housing Ac-		MYS188		15980	APA	1,178.00		8,039.75
		pmt Sept 2021	counting: 1269689-MH pmt Sept 2021								
09/30/2021	09/30/2021		3Q MH Interest		MYS188		4001	GJ	2.48		8,042.23
Totals for 1345 - Escrow Insurance									1,180.48	0.00	8,042.23
Net Change for 1345 - Escrow Insurance											1,180.48
1360 - Escrow FHA Insurance (Balance Forward As of 09/01/2021)											175.26
09/01/2021	09/01/2021	1269689-MH	AP Invoice - Minnesota Housing Ac-		MYS188		15980	APA	55.00		230.26
		pmt Sept 2021	counting: 1269689-MH pmt Sept 2021								
09/30/2021	09/30/2021		3Q MH Interest		MYS188		4001	GJ	0.06		230.32
Totals for 1360 - Escrow FHA Insurance									55.06	0.00	230.32
Net Change for 1360 - Escrow FHA Insurance											55.06
1400 - Financing Fees (Balance Forward As of 09/01/2021)											151,074.00
Totals for 1400 - Financing Fees									0.00	0.00	151,074.00
Net Change for 1400 - Financing Fees											0.00
1410 - Loan Fees (Balance Forward As of 09/01/2021)											26,308.50
Totals for 1410 - Loan Fees									0.00	0.00	26,308.50
Net Change for 1410 - Loan Fees											0.00
1411 - Accumulated Amortization Loan Fees (Balance Forward As of 09/01/2021)											(10,764.00)
Totals for 1411 - Accumulated Amortization Loan Fees									0.00	0.00	(10,764.00)
Net Change for 1411 - Accumulated Amortization Loan Fees											0.00
2003 - Prepaid Rents (Balance Forward As of 09/01/2021)											(545.00)
09/01/2021	09/01/2021	41	09/2021-400 Deposited 09/01/2021 Set-		MYS188		8361	OARB		725.00	(1,270.00)

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09/01/2021	09/01/2021		tlement:12259311129								
09/01/2021	09/01/2021		Prepaid Rents		MYS188		5902	OARA	1,199.00		(71.00)
09/01/2021	09/01/2021		Prepaid Rents		MYS188		6021	OARA	192.00		121.00
09/01/2021	09/01/2021		Prepaid Rents		MYS188		6149	OARA	177.00		298.00
09/02/2021	09/02/2021	42	09/2021-401 Deposited 09/02/2021 Settlement:12273503373		MYS188		8461	OARB		192.00	106.00
09/02/2021	09/02/2021		Prepaid Rents		MYS188		6099	OARA	273.00		379.00
09/03/2021	09/03/2021	43	09/2021-402 Deposited 09/03/2021 Settlement:12298054529		MYS188		8517	OARB		273.00	106.00
09/04/2021	09/04/2021	44	09/2021-403 Deposited 09/04/2021 Settlement:12318759645		MYS188		8559	OARB		177.00	(71.00)
09/04/2021	09/04/2021		Prepaid Rents		MYS188		6203	OARA	710.00		639.00
09/06/2021	09/06/2021	45	09/2021-404 Deposited 09/06/2021 Settlement:12339497073		MYS188		8632	OARB		710.00	(71.00)
09/08/2021	09/08/2021	46	09/2021-1 Deposited 09/08/2021		MYS188		8780	OARB		9,263.00	(9,334.00)
09/08/2021	09/08/2021		Prepaid Rents		MYS188		6383	OARA	8,762.00		(572.00)
09/09/2021	09/09/2021	47	09/2021-2 Deposited 09/09/2021		MYS188		8941	OARB		5,535.00	(6,107.00)
09/09/2021	09/09/2021		Prepaid Rents		MYS188		6478	OARA	5,535.00		(572.00)
Totals for 2003 - Prepaid Rents									16,848.00	16,875.00	(572.00)
Net Change for 2003 - Prepaid Rents											(27.00)
2005 - Accounts Payable (Balance Forward As of 09/01/2021)											(2,956.55)
09/01/2021	09/01/2021	210463	AP Invoice - East Central Extermnating		MYS188		20042	APA		300.66	(3,257.21)
09/01/2021	09/01/2021	22486020	AP Invoice - Johnson Controls Fire Protection LP		MYS188		18041	APA		653.25	(3,910.46)
09/01/2021	09/01/2021	1269689-MH pmt Sept 2021	AP Invoice - Minnesota Housing Accounting		MYS188		15980	APA		7,278.33	(11,188.79)
09/01/2021	09/01/2021	MH-09-01- BO	AP Invoice - Mora HRA		MYS188		17954	APA		210.00	(11,398.79)
09/02/2021	09/02/2021	20682	AP Pymt - Ace Hardware: 291112-weed whip string		MYS188		14587	DB	17.16		(11,381.63)
09/02/2021	09/02/2021	20682	AP Pymt - Ace Hardware: 291489-torch kit/coupling/clamps		MYS188		14587	DB	46.12		(11,335.51)
09/02/2021	09/02/2021	20683	AP Pymt - Minnesota Housing Accounting: 1269689-MH pmt Sept 2021		MYS188		14588	DB	7,278.33		(4,057.18)
09/02/2021	09/02/2021	20684	AP Pymt - Mora Municipal Utilities: 09-03001411-00-3-08162021-u-157		MYS188		14589	DB	1,061.45		(2,995.73)
09/02/2021	09/02/2021	207432300-09022021	AP Invoice - East Central Energy		MYS188		18711	APA		504.29	(3,500.02)
09/03/2021	09/03/2021	I2108116051	AP Invoice - RealPage		MYS188		17193	APA		100.00	(3,600.02)
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll		MYS188		17506	APA		1,148.54	(4,748.56)
09/07/2021	09/07/2021	0617509934-0001-09072021	AP Invoice - Minnesota Energy Resources		MYS188		17877	APA		147.24	(4,895.80)
09/09/2021	09/09/2021	20685	AP Pymt - DW Jones Management - Mgmt Fee: MYS188-MgmtFee-MYS188-8/20211631038159		MYS188		15260	DB	1,536.00		(3,359.80)
09/09/2021	09/09/2021	20686	AP Pymt - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		15261	DB	1,148.54		(2,211.26)
09/09/2021	09/09/2021	20687	AP Pymt - RealPage: I2108116051-Ancillary Fees		MYS188		15262	DB	100.00		(2,111.26)
09/09/2021	09/09/2021	20688	AP Pymt - VERIZON WIRELESS SPLITS: 320-674-0724-phone		MYS188		15263	DB	27.11		(2,084.15)
09/12/2021	09/12/2021	20945483	AP Invoice - CTC splits		MYS188		17948	APA		4.16	(2,088.31)
09/13/2021	09/13/2021	16761170112211	AP Invoice - Midcontinent Communications		MYS188		19149	APA		370.83	(2,459.14)
09/15/2021	09/15/2021	09-03001411-00	AP Invoice - Mora Municipal Utilities		MYS188		20005	APA		897.34	(3,356.48)

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
		-3-09152021									
09/16/2021	09/16/2021	20689	AP Pymt - CTC splits: 20945483-phone		MYS188		15991	DB	4.16		(3,352.32)
09/16/2021	09/16/2021	20690	AP Pymt - DW Jones Management - Postage: Dec 2020-Aug 2021-postage		MYS188		15992	DB	156.51		(3,195.81)
09/16/2021	09/16/2021	20691	AP Pymt - Johnson Controls Fire Pro- tection LP: 22486020-fire alarm monitor- ing		MYS188		15993	DB	653.25		(2,542.56)
09/16/2021	09/16/2021	20692	AP Pymt - Minnesota Energy Re- sources: 0617509934-00001-09072021		MYS188		15994	DB	147.24		(2,395.32)
09/16/2021	09/16/2021	20693	AP Pymt - Mora HRA: MH-09-01- BO- Sept boiler operation service		MYS188		15995	DB	210.00		(2,185.32)
09/16/2021	09/16/2021	20694	AP Pymt - Quality Disposal Systems: 1149708-garbage August		MYS188		15996	DB	112.20		(2,073.12)
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll		MYS188		19055	APA		1,084.29	(3,157.41)
09/22/2021	09/22/2021	20695	AP Pymt - Kathryn Hampey: I2109009625-intial petty cash		MYS188		16337	DB	100.00		(3,057.41)
09/22/2021	09/22/2021	PC- 09222021-MYS 188	AP Invoice - Kathryn Hampey		MYS188		18925	APA		100.00	(3,157.41)
09/23/2021	09/23/2021	20696	AP Pymt - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		16573	DB	1,084.29		(2,073.12)
09/23/2021	09/23/2021	20697	AP Pymt - East Central Energy: 207432300-09022021		MYS188		16574	DB	504.29		(1,568.83)
09/23/2021	09/23/2021	0243-Amy E 09232021-1	AP Invoice - Bank Forward - Visa		MYS188		19120	APA		50.00	(1,618.83)
09/23/2021	09/23/2021	W69483	AP Invoice - SCR NORTHERN DIVN		MYS188		19145	APA		3,564.30	(5,183.13)
09/24/2021	09/24/2021	20698	AP Pymt - Bank Forward - Visa: 0243-Amazon-gift card online setup		MYS188		16824	DB	50.00		(5,133.13)
09/29/2021	09/29/2021	20699	AP Pymt - Minnesota Secretary of State: Amend the SOS-legal fee		MYS188		16965	DB	35.00		(5,098.13)
09/29/2021	09/29/2021	20700	AP Pymt - Minnesota Secretary of State: Amend the SOS-legal fee		MYS188		16966	DB	50.00		(5,048.13)
09/29/2021	09/29/2021	Y S 18	AP Invoice - Minnesota Secretary of State		MYS188		19492	APA		35.00	(5,083.13)
09/29/2021	09/29/2021	09-29-2021-M8 Y S 18 8-	AP Invoice - Minnesota Secretary of State		MYS188		19493	APA		50.00	(5,133.13)
09/30/2021	09/30/2021	09-29-2021-M1 20701	AP Pymt - Midcontinent Communica- tions: 16761170112211-alarm		MYS188		17103	DB	81.12		(5,052.01)
09/30/2021	09/30/2021	20701	AP Pymt - Midcontinent Communica- tions: 16761170112211-cable		MYS188		17103	DB	102.59		(4,949.42)
09/30/2021	09/30/2021	20701	AP Pymt - Midcontinent Communica- tions: 16761170112211-elevator phone		MYS188		17103	DB	40.56		(4,908.86)
09/30/2021	09/30/2021	20701	AP Pymt - Midcontinent Communica- tions: 16761170112211-entry		MYS188		17103	DB	41.56		(4,867.30)
09/30/2021	09/30/2021	20701	AP Pymt - Midcontinent Communica- tions: 16761170112211-internet		MYS188		17103	DB	105.00		(4,762.30)
09/30/2021	09/30/2021	20702	AP Pymt - SCR NORTHERN DIVN: W69483-boiler repiars		MYS188		17104	DB	3,564.30		(1,198.00)
09/30/2021	09/30/2021	150006598	AP Invoice - Summit Fire Protection		MYS188		19769	APA		101.50	(1,299.50)
09/30/2021	09/30/2021	1149708-09302 021	AP Invoice - Quality Disposal Systems		MYS188		20057	APA		112.20	(1,411.70)
09/30/2021	09/30/2021	301X00993906	AP Invoice - Culligan of Pine City		MYS188		20059	APA		111.13	(1,522.83)

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
09/30/2021	09/30/2021	MYS188-MgmtFAP Invoice - DW Jones Management - ee- Mgmt Fee: MYS188-9/2021 MYS188-MgmtFee-MYS188-9/2021163 1633962836 3962836			MYS188		20636	APA		1,536.00	(3,058.83)
Totals for 2005 - Accounts Payable									18,256.78	18,359.06	(3,058.83)
Net Change for 2005 - Accounts Payable											(102.28)
2007 - Accrued Interest (Balance Forward As of 09/01/2021)											(1,941.40)
Totals for 2007 - Accrued Interest									0.00	0.00	(1,941.40)
Net Change for 2007 - Accrued Interest											0.00
2010 - Security Deposits (Balance Forward As of 09/01/2021)											(16,700.90)
09/30/2021	09/30/2021		September 2021 Sec Dep Liab Interest		MYS188		4003	GJ		13.72	(16,714.62)
Totals for 2010 - Security Deposits									0.00	13.72	(16,714.62)
Net Change for 2010 - Security Deposits											(13.72)
2205 - Due to Limited Partner (Balance Forward As of 09/01/2021)											1,988.93
Totals for 2205 - Due to Limited Partner									0.00	0.00	1,988.93
Net Change for 2205 - Due to Limited Partner											0.00
2300 - Mortgage Payables - MHFA (Balance Forward As of 09/01/2021)											(534,375.59)
09/01/2021	09/01/2021	1269689-MH AP Invoice - Minnesota Housing Ac- pmt Sept 2021 counting: 1269689-MH pmt Sept 2021			MYS188		15980	APA	710.75		(533,664.84)
Totals for 2300 - Mortgage Payables - MHFA									710.75	0.00	(533,664.84)
Net Change for 2300 - Mortgage Payables - MHFA											710.75
2305 - Mortgage Payable - MHFA Sr. Pilot (Balance Forward As of 09/01/2021)											(1,000,000.00)
Totals for 2305 - Mortgage Payable - MHFA Sr. Pilot									0.00	0.00	(1,000,000.00)
Net Change for 2305 - Mortgage Payable - MHFA Sr. Pilot											0.00
2310 - Mortgages Payable - GMHF (Balance Forward As of 09/01/2021)											(535,000.00)
Totals for 2310 - Mortgages Payable - GMHF									0.00	0.00	(535,000.00)
Net Change for 2310 - Mortgages Payable - GMHF											0.00
2315 - Mortgages Payable - Deferred (Balance Forward As of 09/01/2021)											(500,000.00)
Totals for 2315 - Mortgages Payable - Deferred									0.00	0.00	(500,000.00)
Net Change for 2315 - Mortgages Payable - Deferred											0.00
2465 - Deferred Developer Fee (Balance Forward As of 09/01/2021)											(87,068.93)
Totals for 2465 - Deferred Developer Fee									0.00	0.00	(87,068.93)
Net Change for 2465 - Deferred Developer Fee											0.00
3000 - Retained Earnings (Balance Forward As of 09/01/2021)											68,006.11
Totals for 3000 - Retained Earnings									0.00	0.00	68,006.11
Net Change for 3000 - Retained Earnings											0.00
3250 - Limited Partner Capital (Balance Forward As of 09/01/2021)											(1,201,519.00)
Totals for 3250 - Limited Partner Capital									0.00	0.00	(1,201,519.00)
Net Change for 3250 - Limited Partner Capital											0.00
4000 - Rental Income (Balance Forward As of 09/01/2021)											(100,976.00)
09/01/2021	09/01/2021		Rental Income		MYS188		5902	OARA		11,408.00	(112,384.00)
Totals for 4000 - Rental Income									0.00	11,408.00	(112,384.00)

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Net Change for 4000 - Rental Income											(11,408.00)
4001 - Rental Assistance (Balance Forward As of 09/01/2021)											(33,331.00)
09/01/2021	09/01/2021		Rental Assistance		MYS188		5902	OARA		5,481.00	(38,812.00)
Totals for 4001 - Rental Assistance											(38,812.00)
Net Change for 4001 - Rental Assistance											(5,481.00)
4002 - Garage Rent (Balance Forward As of 09/01/2021)											(5,280.00)
09/01/2021	09/01/2021		Garage Rent		MYS188		5902	OARA		660.00	(5,940.00)
Totals for 4002 - Garage Rent											(5,940.00)
Net Change for 4002 - Garage Rent											(660.00)
4010 - TIF Income (Balance Forward As of 09/01/2021)											(20,071.45)
Totals for 4010 - TIF Income											(20,071.45)
Net Change for 4010 - TIF Income											0.00
4012 - Interest Security Deposit (Balance Forward As of 09/01/2021)											(16.72)
09/30/2021	09/30/2021		Bank Interest Earned: Interest earned		MYS188		17338	DB		2.08	(18.80)
Totals for 4012 - Interest Security Deposit											(18.80)
Net Change for 4012 - Interest Security Deposit											(2.08)
4014 - Interest Operating Svgs (Balance Forward As of 09/01/2021)											(34.58)
09/30/2021	09/30/2021		Bank Interest Earned: Interest earned		MYS188		17338	DB		2.59	(37.17)
Totals for 4014 - Interest Operating Svgs											(37.17)
Net Change for 4014 - Interest Operating Svgs											(2.59)
4016 - Interest Operating Reserves (Balance Forward As of 09/01/2021)											(0.66)
09/30/2021	09/30/2021		Adjust Op Reserves to Fifth 3rd Bank Statement		MYS188		4000	GJ		0.04	(0.70)
Totals for 4016 - Interest Operating Reserves											(0.70)
Net Change for 4016 - Interest Operating Reserves											(0.04)
4090 - Interest Income ~ Reserves (Balance Forward As of 09/01/2021)											(64.40)
09/30/2021	09/30/2021		3Q MH Interest		MYS188		4001	GJ		11.26	(75.66)
Totals for 4090 - Interest Income ~ Reserves											(75.66)
Net Change for 4090 - Interest Income ~ Reserves											(11.26)
4099 - Other Income (Balance Forward As of 09/01/2021)											(546.48)
Totals for 4099 - Other Income											(546.48)
Net Change for 4099 - Other Income											0.00
4550 - Loss to Lease (Balance Forward As of 09/01/2021)											(185.00)
Totals for 4550 - Loss to Lease											(185.00)
Net Change for 4550 - Loss to Lease											0.00
4700 - Resident Mgr Free Rent (Balance Forward As of 09/01/2021)											6,035.00
09/01/2021	09/01/2021		Resident Mgr Free Rent		MYS188		5902	OARA	755.00		6,790.00
Totals for 4700 - Resident Mgr Free Rent											6,790.00
Net Change for 4700 - Resident Mgr Free Rent											755.00
4709 - Reimbursements (Balance Forward As of 09/01/2021)											600.00
Totals for 4709 - Reimbursements											600.00
Net Change for 4709 - Reimbursements											0.00

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
4960 - PPP Reimbursement (Balance Forward As of 09/01/2021)											(2,598.08)
Totals for 4960 - PPP Reimbursement									0.00	0.00	(2,598.08)
Net Change for 4960 - PPP Reimbursement											0.00
6110 - Maint/Repairs Payroll (Balance Forward As of 09/01/2021)											11,476.47
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		17506	APA		348.46	11,128.01
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		17506	APA	980.96		12,108.97
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		19055	APA		348.46	11,760.51
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		19055	APA	943.20		12,703.71
Totals for 6110 - Maint/Repairs Payroll									1,924.16	696.92	12,703.71
Net Change for 6110 - Maint/Repairs Payroll											1,227.24
6115 - Maint/Repairs Supply (Balance Forward As of 09/01/2021)											1,294.62
09/30/2021	09/30/2021	301X00993906	AP Invoice - Culligan of Pine City: 301X00993906-previous over payment		MYS188		20059	APA		22.23	1,272.39
09/30/2021	09/30/2021	301X00993906	AP Invoice - Culligan of Pine City: 301X00993906-solar salt		MYS188		20059	APA	133.36		1,405.75
Totals for 6115 - Maint/Repairs Supply									133.36	22.23	1,405.75
Net Change for 6115 - Maint/Repairs Supply											111.13
6120 - General Repairs (Balance Forward As of 09/01/2021)											498.65
Totals for 6120 - General Repairs									0.00	0.00	498.65
Net Change for 6120 - General Repairs											0.00
6130 - Snow removal (Balance Forward As of 09/01/2021)											1,471.47
Totals for 6130 - Snow removal									0.00	0.00	1,471.47
Net Change for 6130 - Snow removal											0.00
6135 - Elevator Maint.Contract (Balance Forward As of 09/01/2021)											934.51
Totals for 6135 - Elevator Maint.Contract									0.00	0.00	934.51
Net Change for 6135 - Elevator Maint.Contract											0.00
6137 - Elevator Phone (Balance Forward As of 09/01/2021)											324.22
09/13/2021	09/13/2021	1676117011221 1	AP Invoice - Midcontinent Communications: 1676117011221-elevator phone		MYS188		19149	APA	40.56		364.78
Totals for 6137 - Elevator Phone									40.56	0.00	364.78
Net Change for 6137 - Elevator Phone											40.56
6140 - Grounds Maintenance (Balance Forward As of 09/01/2021)											1,304.80
Totals for 6140 - Grounds Maintenance									0.00	0.00	1,304.80
Net Change for 6140 - Grounds Maintenance											0.00
6146 - Fire Ext Contract/Repairs (Balance Forward As of 09/01/2021)											0.00
09/30/2021	09/30/2021	150006598	AP Invoice - Summit Fire Protection: 150006598-annual fire extinguisher		MYS188		19769	APA	101.50		101.50
Totals for 6146 - Fire Ext Contract/Repairs									101.50	0.00	101.50
Net Change for 6146 - Fire Ext Contract/Repairs											101.50
6147 - Fire Alarm Contract/Repairs (Balance Forward As of 09/01/2021)											653.35

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
09/01/2021	09/01/2021	22486020	AP Invoice - Johnson Controls Fire Protection LP: 22486020-fire alarm monitoring		MYS188		18041	APA	653.25		1,306.60
09/13/2021	09/13/2021	16761170112211	AP Invoice - Midcontinent Communications: 16761170112211-alarm		MYS188		19149	APA	81.12		1,387.72
Totals for 6147 - Fire Alarm Contract/Repairs									734.37	0.00	1,387.72
Net Change for 6147 - Fire Alarm Contract/Repairs											734.37
6150 - Janitor Supplies (Balance Forward As of 09/01/2021)											103.07
Totals for 6150 - Janitor Supplies									0.00	0.00	103.07
Net Change for 6150 - Janitor Supplies											0.00
6160 - Exterminating Contract (Balance Forward As of 09/01/2021)											279.96
09/01/2021	09/01/2021	210463	AP Invoice - East Central Extermnating: 210463-service July-Sept		MYS188		20042	APA	300.66		580.62
Totals for 6160 - Exterminating Contract									300.66	0.00	580.62
Net Change for 6160 - Exterminating Contract											300.66
6165 - Heat & A/C Repairs (Balance Forward As of 09/01/2021)											420.00
09/01/2021	09/01/2021	MH-09-01- BO	AP Invoice - Mora HRA: MH-09-01- BO-Sept boiler operation service		MYS188		17954	APA	210.00		630.00
09/23/2021	09/23/2021	W69483	AP Invoice - SCR NORTHERN DIVN: W69483-boiler repiars		MYS188		19145	APA	3,564.30		4,194.30
Totals for 6165 - Heat & A/C Repairs									3,774.30	0.00	4,194.30
Net Change for 6165 - Heat & A/C Repairs											3,774.30
6171 - Security System Phone (Balance Forward As of 09/01/2021)											331.88
09/13/2021	09/13/2021	16761170112211	AP Invoice - Midcontinent Communications: 16761170112211-entry		MYS188		19149	APA	41.56		373.44
Totals for 6171 - Security System Phone									41.56	0.00	373.44
Net Change for 6171 - Security System Phone											41.56
6175 - Tenant Relations (Balance Forward As of 09/01/2021)											36.01
Totals for 6175 - Tenant Relations									0.00	0.00	36.01
Net Change for 6175 - Tenant Relations											0.00
6210 - Electric (Balance Forward As of 09/01/2021)											5,174.02
09/02/2021	09/02/2021	207432300-09022021	AP Invoice - East Central Energy: 207432300-09022021		MYS188		18711	APA	504.29		5,678.31
Totals for 6210 - Electric									504.29	0.00	5,678.31
Net Change for 6210 - Electric											504.29
6215 - Water/Sewer (Balance Forward As of 09/01/2021)											4,052.35
09/15/2021	09/15/2021	09-03001411-00-3-09152021	AP Invoice - Mora Municipal Utilities: 09-03001411-00-3-09152021-u-128		MYS188		20005	APA	897.34		4,949.69
Totals for 6215 - Water/Sewer									897.34	0.00	4,949.69
Net Change for 6215 - Water/Sewer											897.34
6225 - Fuel (Oil/Coal.Gas) (Balance Forward As of 09/01/2021)											3,683.57
09/07/2021	09/07/2021	0617509934-0001-09072021	AP Invoice - Minnesota Energy Resources: 0617509934-00001-09072021		MYS188		17877	APA	147.24		3,830.81
Totals for 6225 - Fuel (Oil/Coal.Gas)									147.24	0.00	3,830.81
Net Change for 6225 - Fuel (Oil/Coal.Gas)											147.24

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
6230 - Trash removal (Balance Forward As of 09/01/2021)											897.60
09/30/2021	09/30/2021	1149708-09302021	AP Invoice - Quality Disposal Systems: 1149708-garbage Sept		MYS188		20057	APA	112.20		1,009.80
Totals for 6230 - Trash removal									112.20	0.00	1,009.80
Net Change for 6230 - Trash removal											112.20
6245 - Cable Television (Balance Forward As of 09/01/2021)											818.02
09/13/2021	09/13/2021	16761170112211	AP Invoice - Midcontinent Communications: 16761170112211-cable		MYS188		19149	APA	102.59		920.61
Totals for 6245 - Cable Television									102.59	0.00	920.61
Net Change for 6245 - Cable Television											102.59
6305 - Activity Director (Balance Forward As of 09/01/2021)											615.59
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		17506	APA	335.52		951.11
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		19055	APA	317.92		1,269.03
Totals for 6305 - Activity Director									653.44	0.00	1,269.03
Net Change for 6305 - Activity Director											653.44
6306 - Activity Director Expenses (Balance Forward As of 09/01/2021)											15.10
Totals for 6306 - Activity Director Expenses									0.00	0.00	15.10
Net Change for 6306 - Activity Director Expenses											0.00
6315 - Management Fees (Balance Forward As of 09/01/2021)											12,288.00
09/30/2021	09/30/2021	MYS188-MgmtFAP Invoice - DW Jones Management - ee- Mgmt Fee: MYS188-9/2021 MYS188-MgmtFee-MYS188-9/2021163 1633962836 3962836			MYS188		20636	APA	1,536.00		13,824.00
Totals for 6315 - Management Fees									1,536.00	0.00	13,824.00
Net Change for 6315 - Management Fees											1,536.00
6320 - Auditing (Balance Forward As of 09/01/2021)											8,130.00
Totals for 6320 - Auditing									0.00	0.00	8,130.00
Net Change for 6320 - Auditing											0.00
6330 - Legal Expenses (Balance Forward As of 09/01/2021)											0.00
09/29/2021	09/29/2021	09-29-2021-MY S188	AP Invoice - Minnesota Secretary of State: Amend the SOS-legal fee		MYS188		19492	APA	35.00		35.00
09/29/2021	09/29/2021	09-29-2021-MY S188-1	AP Invoice - Minnesota Secretary of State: Amend the SOS-legal fee		MYS188		19493	APA	50.00		85.00
09/30/2021	09/30/2021		Reclass Minnesota Secretary of State: Amend the SOS-legal fee - Removing R Dunn		MYS188		4004	GJ		85.00	0.00
Totals for 6330 - Legal Expenses									85.00	85.00	0.00
Net Change for 6330 - Legal Expenses											0.00
6340 - Phone (Balance Forward As of 09/01/2021)											252.30
09/12/2021	09/12/2021	20945483	AP Invoice - CTC splits: 20945483-phone		MYS188		17948	APA	4.16		256.46
Totals for 6340 - Phone									4.16	0.00	256.46
Net Change for 6340 - Phone											4.16
6342 - Property Internet (Balance Forward As of 09/01/2021)											840.00

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09/13/2021	09/13/2021	16761170112211	AP Invoice - Midcontinent Communica- tions: 16761170112211-internet		MYS188		19149	APA	105.00		945.00
Totals for 6342 - Property Internet									105.00	0.00	945.00
Net Change for 6342 - Property Internet											105.00
6345 - Office Supplies (Balance Forward As of 09/01/2021)											1,605.14
09/03/2021	09/03/2021	I2108116051	AP Invoice - RealPage: I2108116051-Ancillary Fees		MYS188		17193	APA	100.00		1,705.14
09/23/2021	09/23/2021	0243-Amy E 09232021-1	AP Invoice - Bank Forward - Visa: 0243-Amazon-gift card online setup		MYS188		19120	APA	50.00		1,755.14
Totals for 6345 - Office Supplies									150.00	0.00	1,755.14
Net Change for 6345 - Office Supplies											150.00
6346 - Postage (Balance Forward As of 09/01/2021)											184.34
Totals for 6346 - Postage									0.00	0.00	184.34
Net Change for 6346 - Postage											0.00
6355 - Training Expense (Balance Forward As of 09/01/2021)											22.54
Totals for 6355 - Training Expense									0.00	0.00	22.54
Net Change for 6355 - Training Expense											0.00
6365 - Payroll Taxes (Balance Forward As of 09/01/2021)											1,293.14
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		17506	APA	99.69		1,392.83
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		19055	APA	94.20		1,487.03
Totals for 6365 - Payroll Taxes									193.89	0.00	1,487.03
Net Change for 6365 - Payroll Taxes											193.89
6370 - Workmans' Comp Ins (Balance Forward As of 09/01/2021)											1,011.66
09/05/2021	09/05/2021	09-05-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 08/25/2021-09/05/2021		MYS188		17506	APA	80.83		1,092.49
09/19/2021	09/19/2021	09-19-2021-MY S188	AP Invoice - DW Jones Management - Payroll: 09/06/2021-09/19/2021		MYS188		19055	APA	77.43		1,169.92
Totals for 6370 - Workmans' Comp Ins									158.26	0.00	1,169.92
Net Change for 6370 - Workmans' Comp Ins											158.26
6375 - Bank Charges (Balance Forward As of 09/01/2021)											105.14
09/30/2021	09/30/2021		Bank Service Charge: Service charge		MYS188		17338	DB	7.00		112.14
Totals for 6375 - Bank Charges									7.00	0.00	112.14
Net Change for 6375 - Bank Charges											7.00
6395 - Other Administrative Expense (Balance Forward As of 09/01/2021)											0.00
09/30/2021	09/30/2021		Reclass Minnesota Secretary of State: Amend the SOS-legal fee - Removing R Dunn		MYS188		4004	GJ	85.00		85.00
Totals for 6395 - Other Administrative Expense									85.00	0.00	85.00
Net Change for 6395 - Other Administrative Expense											85.00
6410 - Real Estate Taxes (Balance Forward As of 09/01/2021)											13,599.00
Totals for 6410 - Real Estate Taxes									0.00	0.00	13,599.00
Net Change for 6410 - Real Estate Taxes											0.00
6421 - Minnesota Minimum Fee (Balance Forward As of 09/01/2021)											630.00

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Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 6421 - Minnesota Minimum Fee									0.00	0.00	630.00
Net Change for 6421 - Minnesota Minimum Fee											0.00
6422 - Rental License (Balance Forward As of 09/01/2021)											158.86
Totals for 6422 - Rental License									0.00	0.00	158.86
Net Change for 6422 - Rental License											0.00
6425 - Property Insurance (Balance Forward As of 09/01/2021)											12,742.75
Totals for 6425 - Property Insurance									0.00	0.00	12,742.75
Net Change for 6425 - Property Insurance											0.00
6430 - Fidelity Coverage (Balance Forward As of 09/01/2021)											663.93
Totals for 6430 - Fidelity Coverage									0.00	0.00	663.93
Net Change for 6430 - Fidelity Coverage											0.00
6560 - Mortgage Interest (Balance Forward As of 09/01/2021)											15,230.20
09/01/2021	09/01/2021	1269689-MH	AP Invoice - Minnesota Housing Ac-		MYS188		15980	APA	1,892.58		17,122.78
		pmt Sept 2021	counting: 1269689-MH pmt Sept 2021								
Totals for 6560 - Mortgage Interest									1,892.58	0.00	17,122.78
Net Change for 6560 - Mortgage Interest											1,892.58
6565 - Security Deposit Interest Liability (Balance Forward As of 09/01/2021)											109.76
09/30/2021	09/30/2021		September 2021 Sec Dep Liab Interest		MYS188		4003	GJ	13.72		123.48
Totals for 6565 - Security Deposit Interest Liability									13.72	0.00	123.48
Net Change for 6565 - Security Deposit Interest Liability											13.72
6571 - MHFA LIRC Fee (Balance Forward As of 09/01/2021)											150.00
Totals for 6571 - MHFA LIRC Fee									0.00	0.00	150.00
Net Change for 6571 - MHFA LIRC Fee											0.00
6572 - MHFA Annual Compliance Fee (Balance Forward As of 09/01/2021)											720.00
Totals for 6572 - MHFA Annual Compliance Fee									0.00	0.00	720.00
Net Change for 6572 - MHFA Annual Compliance Fee											0.00
Grand Total									97,629.68	97,629.68	0.00

MYSA HOUSE Check Register

Date	Vendor	Document No	Amount	Cleared	Property	Unit
AP In-voice Date	AP Invoice No	GL account/Account label	Method	Amount Applied	Memo	
	Bank: MYS188 OPERATING - Bank Forward		Account No: 5536920			
09/02/2021	10466--Mora Municipal Utilities	20684	1,061.45	09/30/2021		
08/16/2021	09-03001411-00-3-08162021	6215--Water/Sewer	Printed Check	1,061.45	09-03001411-00-3-08162021-u-157	MYS188--MYS A HOUSE
09/02/2021	10677--Minnesota Housing Account-ing	20683	7,278.33	09/30/2021		
09/01/2021	1269689-MH pmt Sept 2021	1345--Escrow In-surance	Printed Check	1,178.00	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
		1340--Escrow Property Taxes	Printed Check	2,812.00	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
		6560--Mortgage Interest	Printed Check	1,892.58	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
		2300--Mortgage Payables - MHFA	Printed Check	710.75	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
		1360--Escrow FHA Insurance	Printed Check	55.00	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
		1330--Replacement Reserve	Printed Check	630.00	1269689-MH pmt Sept 2021	MYS188--MYS A HOUSE
09/02/2021	10877--Ace Hardware	20682	63.28	09/30/2021		
08/01/2021	291112	6140--Grounds Maintenance	Printed Check	17.16	291112-weed whip string	MYS188--MYS A HOUSE
08/11/2021	291489	6115--Maint/Repairs Supply	Printed Check	46.12	291489-torch kit/coupling/clamps	MYS188--MYS A HOUSE
09/09/2021	10516--RealPage	20687	100.00	09/30/2021		
09/03/2021	I2108116051	6345--Office Supplies	Printed Check	100.00	I2108116051-Ancillary Fees	MYS188--MYS A HOUSE
09/09/2021	10138--VERIZON WIRELESS SPLITS	20688	27.11	09/30/2021		
08/26/2021	9887068653-splits	6340--Phone	Printed Check	27.11	320-674-0724-phone	MYS188--MYS A HOUSE
09/09/2021	10500--DW Jones Management - Payroll	20686	1,148.54	09/30/2021		
09/05/2021	09-05-2021-MYS188	6110--Maint/Repairs Payroll	Printed Check	632.50	08/25/2021-09/05/2021	MYS188--MYS A HOUSE
		6305--Activity Director	Printed Check	335.52	08/25/2021-09/05/2021	MYS188--MYS A HOUSE
		6365--Payroll Taxes	Printed Check	99.69	08/25/2021-09/05/2021	MYS188--MYS A HOUSE
		6370--Workmans ' Comp Ins	Printed Check	80.83	08/25/2021-09/05/2021	MYS188--MYS A HOUSE
09/09/2021	10484--DW Jones Management - Mgmt Fee	20685	1,536.00	09/30/2021		
08/31/2021	MYS188-MgmtFee-MYS188-8/20211631038159	6315--Management Fees	Printed Check	1,536.00	MYS188-Mgmt Fee-MYS188-8/20211631038159	MYS188--MYS A HOUSE
09/16/2021	10512--Minnesota Energy Resources	20692	147.24	09/30/2021		
09/07/2021	0617509934-00001-09072021	6225--Fuel (Oil/Coal.Gas)	Printed Check	147.24	0617509934-0001-09072021	MYS188--MYS A HOUSE
09/16/2021	10750--CTC splits	20689	4.16	09/30/2021		
09/12/2021	20945483	6340--Phone	Printed Check	4.16	20945483-phone	MYS188--MYS A HOUSE
09/16/2021	10424--Quality Disposal Systems	20694	112.20	09/30/2021		
08/31/2021	1149708-08312021	6230--Trash removal	Printed Check	112.20	1149708-garbage August	MYS188--MYS A HOUSE
09/16/2021	10831--Mora HRA	20693	210.00	09/30/2021		
09/01/2021	MH-09-01- BO	6165--Heat & A/C Repairs	Printed Check	210.00	MH-09-01- BO-Sept boiler operation service	MYS188--MYS A HOUSE
09/16/2021	10498--Johnson Controls Fire Protection LP	20691	653.25	09/30/2021		
09/01/2021	22486020	6147--Fire Alarm Contract/Repa	Printed Check	653.25	22486020-fire alarm monitor-	MYS188--MYS A HOUSE

MYS A HOUSE Check Register

Date	Vendor	Document No	Amount	Cleared	Property	Unit
AP In-voice Date	AP Invoice No	GL account/Account label	Method	Amount Applied	Memo	
09/16/2021	10735--DW Jones Management - Postage		20690	156.51	ing 09/30/2021	
08/31/2021	Dec 2020-Aug 2021-postage-1	6346--Postage	Printed Check	156.51	Dec 2020-Aug 2021-postage	MYS188--MYS A HOUSE
09/22/2021	11315--Kathryn Hampey		20695	100.00	In Transit	
09/22/2021	PC-09222021-MYS188	1010--Petty Cash	Printed Check	100.00	I2109009625-in tial petty cash	MYS188--MYS A HOUSE
09/23/2021	10453--East Central Energy		20697	504.29	09/30/2021	
09/02/2021	207432300-09022021	6210--Electric	Printed Check	504.29	207432300-09022021	MYS188--MYS A HOUSE
09/23/2021	10500--DW Jones Management - Payroll		20696	1,084.29	09/30/2021	
09/19/2021	09-19-2021-MYS188	6365--Payroll Taxes	Printed Check	94.20	09/06/2021-09/19/2021	MYS188--MYS A HOUSE
		6370--Workmans ' Comp Ins	Printed Check	77.43	09/06/2021-09/19/2021	MYS188--MYS A HOUSE
		6305--Activity Director	Printed Check	317.92	09/06/2021-09/19/2021	MYS188--MYS A HOUSE
		6110--Maint/Repairs Payroll	Printed Check	594.74	09/06/2021-09/19/2021	MYS188--MYS A HOUSE
09/24/2021	10249--Bank Forward - Visa		20698	50.00	In Transit	
09/23/2021	0243-Amy E 09232021-1	6345--Office Supplies	Printed Check	50.00	0243-Amazon-gift card online setup	MYS188--MYS A HOUSE
09/29/2021	11327--Minnesota Secretary of State		20700	50.00	In Transit	
09/29/2021	09-29-2021-MYS188-1	6330--Legal Expenses	Printed Check	50.00	Amend the SOS-legal fee	MYS188--MYS A HOUSE
09/29/2021	11327--Minnesota Secretary of State		20699	35.00	In Transit	
09/29/2021	09-29-2021-MYS188	6330--Legal Expenses	Printed Check	35.00	Amend the SOS-legal fee	MYS188--MYS A HOUSE
09/30/2021	10129--Midcontinent Communications		20701	370.83	In Transit	
09/13/2021	16761170112211	6171--Security System Phone	Printed Check	41.56	16761170112211-entry	MYS188--MYS A HOUSE
		6137--Elevator Phone	Printed Check	40.56	16761170112211-elevator phone	MYS188--MYS A HOUSE
		6245--Cable Television	Printed Check	102.59	16761170112211-cable	MYS188--MYS A HOUSE
		6147--Fire Alarm Contract/Repa	Printed Check	81.12	16761170112211-alarm	MYS188--MYS A HOUSE
		6342--Property Internet	Printed Check	105.00	16761170112211-internet	MYS188--MYS A HOUSE
09/30/2021	10676--SCR NORTHERN DIVN		20702	3,564.30	In Transit	
09/23/2021	W69483	6165--Heat & A/C Repairs	Printed Check	3,564.30	W69483-boiler repiars	MYS188--MYS A HOUSE
Applied Total:				<u>18,256.78</u>		
Total:				<u>18,256.78</u>		
Grand Total:				<u>18,256.78</u>		

MYSA HOUSE

Vendor Aging Report

Based on: GL posting Date As of: 09/30/2021

Vendor ID	Vendor Name	0-30	31-60	61-90	91-	Total
10424	Quality Disposal Systems	112.20	0.00	0.00	0.00	112.20
10466	Mora Municipal Utilities	897.34	0.00	0.00	0.00	897.34
10484	DW Jones Management - Mgmt Fee	1,536.00	0.00	0.00	0.00	1,536.00
10732	Summit Fire Protection	101.50	0.00	0.00	0.00	101.50
10751	Culligan of Pine City	111.13	0.00	0.00	0.00	111.13
10830	East Central Extermnating	300.66	0.00	0.00	0.00	300.66
Grand Totals		3,058.83	0.00	0.00	0.00	3,058.83

Report date 10/20/2021



Pine Crest

Occupancy

Total Units	43	Occupied	41	Pre-leased	0
Move-Ins	0	Move Outs	0	Wait List (1BR/2BR)	64/14

Certifications

Completed	35	In Progress	8
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- 5 for November and 4 for December

Lease Enforcement

Tenant Notice to Vacate	0	HRA Notice to Vacate	0	Evictions in Process	0
Lease Violations	0	Explanation:			

Work Orders Completed

Non-Emergency	5	Emergency	1*
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*Snake Drain

Aging Rent Balances

Over 30 Days	\$711	Over 60 Days	\$527	Over 90 Days	\$320
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Dala House

Occupancy

Total Units	24	Occupied	24	Pre-leased	0
Move-Ins	0	Move Outs	0	Wait List (1BR/2BR)	21/6

Certifications

Completed	20	In Progress	4*
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*3 for November and 1 for December

Lease Enforcement

Tenant Notice to Vacate	0	HRA Notice to Vacate	0	Evictions in Process	0
Lease Violations	0	Explanation:			

Work Orders Completed

Non-Emergency	5	Emergency	0
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Aging Rent Balances

Over 30 Days		Over 60 Days	0	Over 90 Days	\$33.00
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Vasa House

Occupancy

Total Units	22	Occupied	22	Pre-leased	0
Move-Ins	1	Move Outs	0	Wait List	20

Certifications

Completed	19	In Progress	3
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Lease Enforcement

Tenant Notice to Vacate	0	HRA Notice to Vacate	0	Evictions in Process	0
Lease Violations	0	Explanation:			

Work Orders Completed

Non-Emergency	2	Emergency	0
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Aging Rent Balances

Over 30 Days	\$17	Over 60 Days	\$376	Over 90 Days	\$381
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HCV (Sec. 8)

Chisago, Kanabec, Isanti, Pine Counties

Vouchers

Leased	171	Shop Mode	0	Port-In	0
Port-Out	0	Project Based (Mysa)	10*	Wait List	41

*2 open (1 passed away, one moved to Eastwood). There are possible 3 more to move out. Staff is working to fill those spots.

Certifications

Completed	34	In Progress	15
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Inspections Completed

97

Management & Maintenance Activity

Staffing	<ul style="list-style-type: none"> After interviewing three candidates, we hired Shalai Moffett as the office assistant. Her first day of work was October 12th. The application deadline for the part-time maintenance technician position is Monday, October 25th. The board promoted Jack L'Heureux to Executive Director effective November 30th. He will be working with Lindy over the next few months to get up to speed.
Miscellaneous	<ul style="list-style-type: none"> Jack and Adrian virtually attended a Section 8 training. This was a basic course, they will attend the advanced course in February. Staff worked on the annual financial audit with the auditors. We are still waiting to hear if the Dala House proposed budget will be accepted. If approved, rent will increase in November. We anticipate having a HUD inspection for both Pine Crest and Dala House, but have not received notice as of this date. Card clubs have been very active. We are getting more request for rentals at the LEC. The new boiler at Eastwood has been installed. We currently have COVID-19 cases in Pine Crest (3) and Dala House (2). Catholic Charities had to shut down on site dining due to exposure.