



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, August 24, 2022

Time: 3:30 PM

Location: Life Enrichment Center, 160 Valhalla Circle, Mora, MN 55051

- 1. Call to Order**
- 2. Roll Call**
- 3. Adopt Agenda**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Regular Meeting Minutes – July 27, 2022
- 6. Consideration of items Removed from Consent**
- 7. Budget/Financial Review**
 - a. July 31, 2022, Statements
- 8. Management Reports:**
 - a. Eastwood Senior Living
 - b. Mysa House
 - c. HRA Programs & Maintenance
- 9. Old Business:**
 - a. Board Resolution 2022-01 Bank Signatures
 - b. HUD Correspondence – 2021 Audit Results
- 10. New Business:**
 - a. Annual Mysa House Payment
- 11. Adjournment**

1. **Call to Order.** The Chair calls the meeting to order.
2. **Roll Call.**
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 – July 27, 2022 See attached minutes for review and approval
6. **Consideration of Items Removed from Consent Agenda**
 - a. **Budget/Financial Review**
 - a. July 31, 2022 Financial Statements
7. **Management Reports**
 - a. Eastwood Senior Living Facility. See attached report for review.
 - b. Mysa House. See attached report for review and discussion.
 - c. HRA Programs & Maintenance. See attached report for review and discussion.
8. **Old Business**
 - a. Board Resolution 2022-01 Bank Signatures
 - b. HUD Correspondence – Audit 2021
9. **New Business**
 - a. Annual Mysa House Payment
10. **Adjournment.** The next regular meeting is scheduled for Wednesday, September 28, 2022, at 3:30pm.

1. **Call to Order:** The regular meeting of the Housing & Redevelopment Authority of Mora was held at Mora Life Enrichment Center 160 Valhalla Circle, Mora, MN on July 27, 2022. The meeting was called to order by Chairman Mathison at 3:30 pm
2. **Roll Call:** Present: Jake Mathison, Michael Anderson, Bryan Schaupp , Roberta Folkestad & Robert Jensen
Staff Present: Adrian Bixby & Jack L'Heureux
Guest Present: Natasha Segelstrom, from city of Mora. Lisa Lunde, Eastwood Senior Living Executive Director
3. **Approve Agenda:** Motion by Folkestad and Seconded by Jensen to approve the agenda as presented.
4. **Public Comment:** none
5. **Consent Agenda:** Motion by Folkestad and seconded by Anderson to approve the consent agenda. Motion carried.
 - a. Regular Board Meeting Minutes-June 22, 2022
6. **Consideration of Items Removed from Consent Agenda:** No items were removed from the consent agenda.
7. **Budget/Financial Review:** L'Heureux discuss the first quarter of fiscal year 2023. He stated that revenue was below budget by (\$25,135,72). Our expenses we also below budget by \$10,102.89. This led to a net income below budget by \$15, 031.83. L'Heureux also discussed the Current Ratio for each entity. Management CR was 8.63, Pine Crest was 2.57, Section 8 was 34.53 and Dala House was 1.83. All 2023 YTD current ratios were ahead of the Current Ratios for YTD 2022. L'Heureux also reviewed with the board the June 2022 monthly results. Management Revenue was below budget by \$3,263.98. This was due to the monthly portion of the annual Mysa Payment. The Management Expenses for June was under budget by \$2,428. Pine Crest Revenue was below budget by \$1,171 due to the lower HUD subsidies. This will be made up in July and August. Pine Crest's expenses were below budget by \$415. The Dala House revenue was ahead of budget by \$341 due to a strong census. Expenses were over budget by \$679.
8. **Management Reports**
 - a. Eastwood Senior Living Facility: Lisa Lunde, RN, Executive Director for Eastwood Senior Living gave a brief update. The current census is 28. The board congratulated her for her hard work to build the census. Operating Revenue for the month was \$5,198 ahead of budget due to the increased census. The expenses were under budget by \$2,882. And net income was ahead of budget by \$9,805. Lunde stated that they are looking for a RN, Maintenance Director, 3 ft RA's and 3 PT RA's. The focus will be on recruitment. The board asked about the magnetic Locks for the doors separating the facility into two sections. Anderson was concerned that the HVAC system would be negatively impacted by having the doors open. He didn't want the HVAC system to fail prematurely. Lunde will stated that she will discuss this issue with Mr. Wilson. Anderson asked if it could be checked by a building engineer who know HVAC systems.
 - b. Mysa House: No representative was present, Mathison Went over summary sheet. 100% occupancy. Rent increase effective 2/1/22 rental income within budget. Bixby stated that Mysa passed their second inspection. Census remains strong.

- c. HRA Programs & Maintenance: Bixby gave an update on buildings and vacancies and maintenance. Bixby informed the board that Pine Crest got flooded due to a failed showerhead. It effected four units and some common areas. L'Heureux stated that Servepro was called in to help with the mitigation. He also stated that the insurance company was called, and an adjuster was assigned to the incident. There was also discussion about difficult tenants and the use of lease violations. The board directed the staff to stay on-top of the issue and to use the lease to determine lease compliance. L'Heureux informed the board that the HRA email service is down. He had been working on getting access to our domain to get the problem fixed. He is working with Google and Arvig to resolve the problem. Jensen suggested that we contact Jon Larson to see if he could help. L'Heureux stated that it was an excellent suggestion. Mr Larson had help hi with an issue with our AV at the LEC.

9. Old Business

- a. none

10. New Business

- a. Mathison suggested that Bixby be added as a signer on the checks. He was concerned that two board members and the executive director are in always available to sign checks in an emergency. The most recent incident dealt with a payroll check being missed and the Executive Director was not available to sign the check. L'Heureux stated that he supports this idea, but he wanted to make it clear that there should be at least one board member and no more than one employee who signs a check (e.g. Bixby and board member, L'Heureux and board member, or two board members. Folkestad made a motion to add Bixby to our check signing list. Motion seconded by Schaupp. Motion carried. L'Heureux stated he will bring a board resolution to the next board meeting.

- 11. Adjournment: Motioned by Anderson and seconded by Jensen to adjourn the meeting at 4:45 PM. Motion carried.

Draft minutes respectfully recorded by Jack L'Heureux, Executive Director. Approved by the Board of Directors on August 24, 2022.

Robert Jensen

Jake Mathison



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.

MEMORANDUM

To: Mora HRA Board of Directors
 From: Jack L'Heureux, Executive Director;
 Date: 08/24/2022
 RE: July 2022 Financial Statement Highlights

Below please find the July 2022 Financial Statement Summary:

	YTD (4 months)	Budget	Variance
Revenue:	\$502,885.02	\$523,259.00	(\$20,373.98)
Expenses	\$469,928.83	\$359,562.00	\$479,417.00
Operating Income (Loss)*	\$32,956.19	\$43,843.00	(\$10,886.81)

*Before Depreciation

For the first quarter of 2023, the HRA is \$15,031.83 behind budget. June 2022 reduced that deficit to only \$10,886.81

Mora HRA Current Ratio				
YTD	Management	Pine Crest	HCV	Dala House
2023	9.11	3.26	37.87	2.04
2021	4.83	1.98	18.53	1.50

Monthly Analysis:

Program	Monthly Variance from Budget	Explanation
Management Revenue:	(\$3,510.63)	Revenue was down for the month. The monthly portion of the annual Mysa payment is \$2,500. We received the payment in August for \$25,552. The other area where revenue was down was for snow removal. This revenue only come in the winter months.
Management Expenses	\$1,542.16	Expenses were below budget for the month.
Pine Crest Revenue:	(\$3,144.99)	The revenue was below budget due to HUD subsidies (\$2,859.33)
Pine Crest Expenses:	\$3,809.60	We were under budget for the month, \$2,392 was Administrative Salaries. We were 3 higher than budget for utilities (\$1,720 – Electricity from ECE, and \$875 for water from MMU.

HCV Revenue	\$1,020.53	Ahead of budget.
HCV Expenses	\$1,184.64	Under Budget for the month.
Dala House Revenue	(232.14)	Below Budget
Dala House Expenses	\$779.89	Under Budget for the month.

Board Action: Understand the statement as presented, ask questions for further understanding.

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
BALANCE SHEET
July 31, 2022

	Management	Pincrest	HCV	Data	TOTALS
Cash-Operating	33,042.85	111,091.96	287,332.50	20,378.60	451,845.91
Cash-Reserves	26,656.08		-	31,244.66	57,900.74
Receivables	54,608.26	4,109.67	38,637.30	(66.00)	97,289.23
Due from Projects	1,083.59		-		1,083.59
Deferred and Prepaid charges	-		-		-
Total Current Assets	115,390.78	115,201.63	325,969.80	51,557.26	608,119.47
Capital Assets, net of Depreciation	427,790.42	382,567.89	-	428,793.80	1,239,152.11
Other Asset	129,198.12		-		129,198.12
Total Assets	672,379.32	497,769.52	325,969.80	480,351.06	1,976,469.70
Accounts Payable	4,387.19	18,086.45	2,886.41	10,833.76	36,193.81
Due to Management	255.66	255.66	198.67	629.26	1,083.59
Accrued Liabilities	2,034.91	15,765.65	5,521.90	13,424.83	36,747.29
Deferred Credits	6,238.99	1,211.00	-	439.17	7,889.16
Total Current Liabilities	12,661.09	35,338.76	8,606.98	25,327.02	81,913.85
Long Term Debt	129,198.12	8,915.55	-	801,063.56	939,177.23
Total Liabilities	141,859.21	44,254.31	8,606.98	826,390.58	1,021,091.08
Invested in Capital Assets, net of Debt	427,790.42	382,567.89	-	(332,341.73)	478,016.58
Restricted Net Position			(3,812.58)	31,244.66	27,432.08
Unrestricted Net Position	102,729.69	70,967.32	321,175.87	(44,942.45)	449,930.43
Total Equity	530,520.11	453,535.21	317,363.29	(346,039.52)	955,379.09
Total Liability/Equity	672,379.32	497,769.52	325,970.27	480,351.06	1,976,470.17
Operating Reserve %	-1.434%	351%	4934%	-335%	

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
INCOME & EXPENSE STATEMENT
For the 4 months Ended July 31, 2022

	4		4		4		4		TOTALS
	Management	Month Budget	Pinecrest	Month Budget	HCV	Month Budget	Data	Month Budget	
INCOME									
Grant Income	-	-	36,323.25	33,333	319,550.00	326,667	12,538.52	15,948	368,411.77
Rental Income	-	-	53,680.00	54,283	-	-	41,690.00	41,866	95,370.00
Management Income	12,078.35	14,696	-	-	-	-	-	-	12,078.35
Other Income	3,242.55	12,983	5,543.99	6,367	11,041.18	10,100	7,197.18	7,017	27,024.90
Total Operating Income	15,320.90	27,679	95,547.24	99,983	330,591.18	336,767	61,425.70	64,830	502,865.02
EXPENSES									
Administration	5,347.32	5,941	19,572.64	31,149	33,531.48	40,883	8,665.57	9,271	67,117.01
Utilities	1,318.48	1,800	15,536.25	13,493	-	-	8,776.80	7,500	25,631.53
Maintenance	3,205.66	2,198	30,130.94	29,753	-	-	13,552.58	15,041	46,889.18
Other General Expenses	12,612.23	9,433	10,115.54	10,543	1,986.83	1,600	17,012.51	20,872	41,727.11
HAP Expenses	-	-	-	-	288,564.00	280,000	-	-	288,564.00
Total Operating Expenses	22,483.69	19,372	75,355.37	84,878	324,082.31	322,483	48,007.46	52,684	469,928.83
Operating Income (Loss)	(7,162.79)	8,307	20,191.87	9,106	6,508.87	14,284	13,418.24	12,146	32,956.19
Depreciation	3,574.00	-	18,438.00	-	-	-	22,043.00	-	44,055.00
NET INCOME	(10,736.79)	1,753.87	6,508.87	(8,624.76)	(11,098.81)				

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
BALANCE SHEET
July 31, 2021

	Management	Pinecrest	HCV	Data	TOTALS
Cash-Operating	24,427.29	75,732.53	226,033.03	4,248.34	330,441.19
Cash-Reserves	67,207.38		-	30,169.09	97,376.47
Receivables	60,051.11	1,530.35	16,264.40	830.00	78,675.86
Due from Projects	1,925.03				1,925.03
Deferred and Prepaid charges	568.38	291.95	658.75	124.47	1,643.55
Total Current Assets	154,179.19	77,554.83	242,956.18	35,371.90	510,062.10
Capital Assets, net of Depreciation	438,639.34	416,740.38	-	492,009.01	1,347,388.73
Total Assets	592,818.53	494,295.21	242,956.18	527,380.91	1,857,450.83
Accounts Payable	3,139.23	23,867.36	1,148.14	9,713.12	37,867.85
Due to Management		751.12	6.23	1,159.72	1,917.07
Accrued Liabilities	22,636.56	14,106.68	2,758.21	11,622.96	51,124.41
Deferred Credits	6,095.82	521.30	9,200.62	1,151.92	16,969.66
Total Current Liabilities	31,871.61	39,246.46	13,113.20	23,647.72	107,878.99
Long Term Debt	86,619.52	9,425.69	-	818,238.01	914,283.22
Total Liabilities	118,491.13	48,672.15	13,113.20	841,885.73	1,022,162.21
Unrestricted Net Assets	483,271.38	423,396.37	219,607.72	(338,899.46)	787,376.01
Restricted Net Assets			(6,419.58)	30,169.09	23,749.51
CY Net Income	(8,943.98)	22,226.61	16,654.84	(5,774.45)	24,163.02
CFP Net Income					-
Total Equity	474,327.40	445,622.98	229,842.98	(314,504.82)	835,288.54
Total Liability/Equity	592,818.53	494,295.13	242,956.18	527,380.91	1,857,450.75

HOUSING & REDEVELOPMENT AUTHORITY OF MORA
INCOME & EXPENSE STATEMENT
For the 4 months Ended July 31, 2021

	4		4		4		4		TOTALS
	Management	Month Budget	Pincrest	Month Budget	HCV	Month Budget	Dala	Month Budget	
INCOME									
Grant Income	46,887.00	46,667	35,792.50	16,667	317,416.00	313,333	9,778.67	12,667	409,874.17
Rental Income	-	-	55,260.00	56,100	-	-	41,905.00	39,984	97,165.00
Management Income	14,906.97	18,496	-	-	-	-	-	-	14,906.97
Other Income	2,493.00	5,867	5,464.28	6,057	10,393.57	8,100	9,019.38	6,033	27,370.23
Total Operating Income	64,286.97	71,029	96,516.78	78,823	327,809.57	321,433	60,703.05	58,684	549,316.37
EXPENSES									
Administration	8,659.19	10,029	14,056.64	26,171	29,365.86	38,460	8,378.48	8,877	60,460.17
Utilities	1,354.20	1,550	11,576.56	12,500	-	-	6,227.86	7,100	19,158.62
Maintenance	1,853.95	2,173	17,086.00	21,069	-	-	12,510.03	16,934	31,449.98
Other General Expenses	14,694.76	12,889	12,898.97	12,961	850.87	1,667	16,997.13	16,906	45,441.73
HAP Expenses	43,091.00	43,200	-	-	280,938.00	276,667	-	-	324,029.00
Total Operating Expenses	69,653.10	69,841	55,618.17	72,701	311,154.73	316,794	44,113.50	49,818	480,539.50
Operating Income (Loss)	(5,366.13)	1,188	40,898.61	6,123	16,654.84	4,640	16,589.55	8,866	68,776.87
Depreciation	3,577.85	-	18,672.00	-	-	-	22,364.00	-	44,613.85
NET INCOME	(8,943.98)		22,226.61		16,654.84		(5,774.45)		24,163.02

Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet

Mgmt Checking
 July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Bank Statement Information				
Beginning Bank Balance				25,029.65
Cleared Deposits & Additions				
404	07/28/22	Multiple	July Cash Receipts	31,043.89
Total				<u>31,043.89</u>
Statement Total				<u>31,043.89</u>
Difference				<u>0.00</u>
Cleared Checks & Payments				
12316	05/02/22	Multiple	L'Heureux, John	1,302.00
12355	06/13/22	Multiple	L'Heureux, John	553.21
12360	06/22/22	Multiple	Pitney Bowes	395.97
12361	06/22/22	40014320	East Central Electric	142.83
12363	06/22/22	40014330	MN Energy	33.49
12364	06/24/22	Multiple	Housing Data Systems	120.00
12365	06/28/22	Multiple	Bixby, Adrian M	1,579.25
12366	06/28/22	Multiple	Kiewel, Anthony S	1,651.93
12367	06/28/22	Multiple	Fenzel, Kathleen D	133.17
12368	06/28/22	Multiple	L'Heureux, John	818.24
12369	06/28/22	Multiple	Prince, Karen	822.66
12370	06/28/22	10014410	Otterson, Ronald	707.54
12371	07/07/22	Multiple	Arvig	387.25
12373	07/07/22	40014185	Midcontinent Communications	257.75
12374	07/07/22	40014310	Mora Municipal Utilities	54.71
12376	07/12/22	Multiple	Kiewel, Anthony S	1,651.94
12378	07/12/22	Multiple	Prince, Karen	822.66
12379	07/12/22	10014410	Otterson, Ronald	707.54
12380	07/12/22	Multiple	Bixby, Adrian M	1,909.99
12381	07/19/22	40014330	MN Energy	27.20
12382	07/19/22	Multiple	Verizon Wireless	115.51
12383	07/19/22	40014320	East Central Electric	194.05
12384	07/20/22	40014430.12	James Sprout	500.00
12385	07/20/22	Multiple	Kanabec Publications	55.00
12386	07/20/22	40014510	North Star Mutual Insurance	312.42
12387	07/20/22	40014185	Midcontinent Communications	298.56
12388	07/20/22	Multiple	Nan McKay and Associates	239.00
12392	07/25/22	Multiple	Bixby, Adrian M	1,909.98
12393	07/29/22	Multiple	Kiewel, Anthony S	1,651.94
40637	07/15/22	Multiple	IRS PR EFPTS	4,385.75
40638	07/28/22	Multiple	MN Dept of Revenue	703.14
Total				<u>24,444.68</u>
Statement Total				<u>24,444.68</u>
Difference				<u>0.00</u>
Ending Bank Balance				<u><u>31,628.86</u></u>
Reconciled Bank Information				
Ending Bank Balance				31,628.86
Open Deposits & Additions				
Total				<u>0.00</u>
Open Checks & Payments				
12372	07/07/22	40014170	H.A.A.S., Inc.	201.54
12377	07/12/22	Multiple	L'Heureux, John	614.88
12389	07/20/22	Multiple	Visa	214.72
12390	07/25/22	Multiple	Pitney Bowes	94.47
12391	07/25/22	40014430.09	Adams Pest Control	80.00
12394	07/25/22	Multiple	L'Heureux, John	450.43

Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet

Mgmt. Checking
 July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
12395	07/25/22	Multiple	Prince, Karen	839.83
12396	07/29/22	10014410	Otterson, Ronald	707.54
12397	07/27/22	40014310	Mora Municipal Utilities	67.02
12398	07/29/22	40014191	Jake Mathison	150.00
12399	07/29/22	40014191	Robert Jensen	100.00
12400	07/29/22	40014191	Michael Anderson	150.00
12401	07/29/22	40014191	Roberta Folkstad	150.00
12402	07/29/22	40014191	Bryan Schaupt	150.00
Total				<u>3,970.43</u>
Reconciled Bank Balance				<u>27,658.43</u>

General Ledger Information

Unadjusted General Ledger Balance 27,658.43

Adjustments

Total 0.00

Adjusted General Ledger Balance 27,658.43

Bank Account Reconciliation Summary

Bank Statement Information

Beginning Bank Balance	25,029.65
+ Cleared Deposits & Additions	31,043.89
- Cleared Checks & Payments	<u>24,444.68</u>
Ending Bank Balance	31,628.86

Reconciled Bank Information

+ Open Deposits & Additions	0.00
- Open Checks & Payments	<u>3,970.43</u>

Reconciled Bank Balance

27,658.43

General Ledger Information

Unadjusted General Ledger Balance	27,658.43
+/- Total Adjustments	<u>0.00</u>
Adjusted General Ledger Balance	<u>27,658.43</u>

Unreconciled Amount

0.00

Cleared Deposits & Additions count = 1
 Cleared Checks & Payments count = 31
 Open Deposits & Additions count = 0
 Open Checks & Payments count = 14
 General Ledger Adjustment count = 0

Housing & Redevelopment Authority of Mora Bank Account Reconciliation Worksheet

Low Rent Checking
July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Bank Statement Information				
				Beginning Bank Balance
				95,126.54
Cleared Deposits & Additions				
104	07/30/22	Multiple	July Cash Receipts	30,346.70
				Total
				30,346.70
				Statement Total
				30,346.70
				Difference
				0.00
Cleared Checks & Payments				
104	07/30/22		July Cash Receipts	499.00
14151	06/17/22	Multiple	Rick's Home Furnishings	1,059.90
14153	06/22/22	Multiple	Minnesota Energy	580.65
14158	07/07/22	10014430.12	James Sprout	350.00
14159	07/07/22	10014390	Quality Disposal System	364.36
14161	07/07/22	10014185	Midcontinent Communications	301.98
14162	07/07/22	10014430.07	Mattson Electric	277.44
14163	07/07/22	Multiple	Mora Municipal Utilities	2,176.90
14164	07/12/22	10012114	Peggy Welty	314.25
14165	07/12/22	10014430.06	Gary Smisek	148.00
14166	07/12/22	10014420	E-Z Excavating	354.00
14167	07/12/22	10014430.06	Joe's Flooring Installation	484.90
14168	07/19/22	Multiple	Minnesota Energy	314.22
14169	07/19/22	10014510	North Star Mutual Ins	1,310.50
14171	07/20/22	10012119.5	Management Operating Account	15,000.00
14172	07/21/22	10014420	Johnsons Hardware & Rental	50.00
14173	07/20/22	10014420	Ace Hardware	213.12
14174	07/21/22	10014420	Capital One Commercial	272.58
				Total
				24,071.80
				Statement Total
				24,071.80
				Difference
				0.00
				Ending Bank Balance
				101,401.44
Reconciled Bank Information				
				Ending Bank Balance
				101,401.44
Open Deposits & Additions				
				Total
				0.00
Open Checks & Payments				
14150	06/13/22	10014430.08	Drip Drop Plumbing	699.00
14160	07/07/22	10014170	H.A.A.S., Inc	457.31
14170	07/20/22	10012114	Heidi Crist	217.00
14175	07/25/22	10014430.12	M&H Appliance Sales	169.99
14176	07/25/22	10014420	Goodin Co	97.81
14177	07/29/22	Multiple	Mora Municipal Utilities	2,731.95
14178	07/29/22	10014510	North Star Mutual Ins	131.66
14179	07/29/22	10014420	Oslin Lumber Co	126.99
				Total
				4,631.71
				Reconciled Bank Balance
				96,769.73
General Ledger Information				
				Unadjusted General Ledger Balance
				96,769.73
Adjustments				
				Total
				0.00
				Adjusted General Ledger Balance
				96,769.73

Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet

Low Rent Checking
 July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Bank Account Reconciliation Summary				
Bank Statement Information				
			Beginning Bank Balance	95,126.54
			+ Cleared Deposits & Additions	30,346.70
			- Cleared Checks & Payments	<u>24,071.80</u>
			Ending Bank Balance	101,401.44
Reconciled Bank Information				
			+ Open Deposits & Additions	0.00
			- Open Checks & Payments	<u>4,631.71</u>
			Reconciled Bank Balance	<u><u>96,769.73</u></u>
General Ledger Information				
			Unadjusted General Ledger Balance	96,769.73
			+/- Total Adjustments	<u>0.00</u>
			Adjusted General Ledger Balance	<u><u>96,769.73</u></u>
			Unreconciled Amount	<u><u>0.00</u></u>

Cleared Deposits & Additions count = 1
 Cleared Checks & Payments count = 18
 Open Deposits & Additions count = 0
 Open Checks & Payments count = 8
 General Ledger Adjustment count = 0

Housing & Redevelopment Authority of Mora Bank Account Reconciliation Worksheet

Voucher Checking
July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Bank Statement Information				
				Beginning Bank Balance
				294,817.66
Cleared Deposits & Additions				
204	07/31/22	Multiple	July Cash Receipts	118,874.31
				Total
				118,874.31
				Statement Total
				118,874.31
				Difference
				0.00
Cleared Checks & Payments				
120	07/01/22	Multiple	July HAP Disbursements	109,572.07
21680	06/08/22	20011690	void	0.00
21696	07/01/22	20012111	Johnson Apartments	380.00
21700	07/20/22	20012119.5	Management Operating Account	10,000.00
				Total
				119,952.07
				Statement Total
				119,951.07
				Difference
				1.00
				Ending Bank Balance
				293,740.90
Reconciled Bank Information				
				Ending Bank Balance
				293,740.90
Open Deposits & Additions				
				Total
				0.00
Open Checks & Payments				
20185	06/01/20		Nathan Boxrud	2.00
21006	01/01/20		Nathan Boxrud	2.00
21024	02/01/20		Nathan Boxrud	2.00
21025	02/01/20		Brian Weidenorf	371.00
21037	03/01/20		Nathan Boxrud	2.00
21054	04/01/20		Nathan Boxrud	2.00
21067	05/01/20		Nathan Boxrud	2.00
21100	07/01/20		Nathan Boxrud	2.00
21118	08/01/20		Nathan Boxrud	2.00
21138	09/01/20		Nathan Boxrud	2.00
21154	10/01/20		Nathan Boxrud	2.00
21173	11/01/20		Nathan Boxrud	2.00
21189	12/01/20		Nathan Boxrud	2.00
21210	01/01/21		Nathan Boxrud	2.00
21215	01/01/21		Jeanne Plasek	44.00
21240	02/01/21		Nathan Boxrud	2.00
21257	03/01/21		Nathan Boxrud	2.00
21284	04/01/21		Nathan Boxrud	2.00
21313	05/01/21		Nathan Boxrud	2.00
21347	06/01/21		Nathan Boxrud	2.00
21376	07/01/21		Nathan Boxrud	2.00
21400	08/01/21		Nathan Boxrud	2.00
21424	09/01/21		Nathan Boxrud	2.00
21426	09/01/21		Crystal Crump	119.00
21436	09/01/21		Vonnysau McKenzie	42.00
21443	10/01/21		Nathan Boxrud	2.00
21464	11/01/21		Nathan Boxrud	3.00
21477	11/01/21		Mark Larson	753.00
21489	12/01/21		Nathan Boxrud	3.00
21618	03/01/22		Heather Smith	24.00
21622	03/09/22	Multiple	St Louis HA	4,000.68
21682	07/01/22		Cindy Beckmab	1.00
21697	07/07/22	20012111	Richard Bridges	35.00

Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet

Voucher Checking
 July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
21699	07/07/22	20014170	H.A.A.S., Inc	968.72
			Total	<u>6,408.40</u>
			Reconciled Bank Balance	<u><u>287,332.50</u></u>

General Ledger Information

Unadjusted General Ledger Balance 287,332.50

Adjustments

Total 0.00

Adjusted General Ledger Balance 287,332.50

Bank Account Reconciliation Summary

Bank Statement Information

Beginning Bank Balance	294,817.66
+ Cleared Deposits & Additions	118,874.31
- Cleared Checks & Payments	<u>119,951.07</u>
Ending Bank Balance	293,740.90

Reconciled Bank Information

+ Open Deposits & Additions	0.00
- Open Checks & Payments	<u>6,408.40</u>
Reconciled Bank Balance	<u><u>287,332.50</u></u>

General Ledger Information

Unadjusted General Ledger Balance	287,332.50
+/- Total Adjustments	<u>0.00</u>
Adjusted General Ledger Balance	<u><u>287,332.50</u></u>

Unreconciled Amount

0.00

Cleared Deposits & Additions count = 1
 Cleared Checks & Payments count = 4
 Open Deposits & Additions count = 0
 Open Checks & Payments count = 34
 General Ledger Adjustment count = 0

**Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet**

FmHA Checking
July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Bank Statement Information				
Beginning Bank Balance				19,873.08
Cleared Deposits & Additions				
304	07/31/22	Multiple	July Cash Receipts	11,734.89
Total				<u>11,734.89</u>
Statement Total				<u>11,734.89</u>
Difference				<u>0.00</u>
Cleared Checks & Payments				
3013	07/31/22		To record June 2022 USDA loan pmt 7/7/22	1,255.64
6685	06/13/22	30016455.08	A&A Septic Service	600.00
6686	06/22/22	30016490	Minnesota Energy	354.12
6690	07/07/22	30016495	Quality Disposal System	172.49
6691	07/07/22	30016455.06	Gary S,isek	155.00
6693	07/07/22	30016360	Midcontinent Communications	208.18
6694	07/07/22	Multiple	Mora Municipal Utilities	37.57
6695	07/07/22	Multiple	Mora Municipal Utilities	1,045.67
6696	07/12/22	30016720	North Star Mutual Insurance	921.42
6697	07/12/22	30016455.06	Joe's Flooring Installation	256.20
6698	07/19/22	30016455.06	Gary Smisek	240.00
6700	07/20/22	30012119.5	Management Operating Account	3,500.00
6701	07/21/22	30016490	Minnesota Energy	216.97
RT3	07/31/22		To record auto transfer of funds to Replacement Reserve	554.25
Total				<u>9,517.51</u>
Statement Total				<u>9,517.51</u>
Difference				<u>0.00</u>
Ending Bank Balance				<u><u>22,090.46</u></u>
Reconciled Bank Information				
Ending Bank Balance				22,090.46
Open Deposits & Additions				
Total				<u>0.00</u>
Open Checks & Payments				
6692	07/07/22	30016340	Housing Authority Accounting Specialists	206.13
6702	07/27/22	Multiple	Mora Municipal Utilities	1,360.77
6703	07/27/22	30016455.09	Adams Pest Control	144.96
Total				<u>1,711.86</u>
Reconciled Bank Balance				<u><u>20,378.60</u></u>
General Ledger Information				
Unadjusted General Ledger Balance				20,378.60
Adjustments				
Total				<u>0.00</u>
Adjusted General Ledger Balance				<u><u>20,378.60</u></u>
Bank Account Reconciliation Summary				
Bank Statement Information				
Beginning Bank Balance				19,873.08
+ Cleared Deposits & Additions				11,734.89
- Cleared Checks & Payments				<u>9,517.51</u>
Ending Bank Balance				<u>22,090.46</u>

Housing & Redevelopment Authority of Mora
Bank Account Reconciliation Worksheet

FmHA Checking
 July 1, 2022 - July 31, 2022

Reference	Date	GL Account	Description	Amount
Reconciled Bank Information				
			+ Open Deposits & Additions	0.00
			- Open Checks & Payments	<u>1,711.86</u>
Reconciled Bank Balance				<u><u>20,378.60</u></u>
General Ledger Information				
			Unadjusted General Ledger Balance	20,378.60
			+/- Total Adjustments	<u>0.00</u>
Adjusted General Ledger Balance				<u><u>20,378.60</u></u>
Unreconciled Amount				<u><u>0.00</u></u>

Cleared Deposits & Additions count = 1
 Cleared Checks & Payments count = 14
 Open Deposits & Additions count = 0
 Open Checks & Payments count = 3
 General Ledger Adjustment count = 0



Management Report to the Board of the HRA of Mora---- July 2022

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

Finance:

The July statement is attached.

- Monthly/YTD Revenue Variance: \$8,745/\$6,871
- Monthly/YTD Expenses Variance: \$25,621/\$54,971
- Monthly/YTD EBITDA Variance: \$34,366/\$61,842
- Monthly/YTD Net Income Variance: \$35,954/\$68,638

Revenue Notes: \$8,745 above budget

- Rental revenue was above budget by \$4,124
 - Census averaged 27.3 on a budget of 26
 - At present, we are at 26 on a budget of 27 with 1 projected move-in / 0 move-outs.
- Housing Services revenue was above budget by \$4,401

Expense Notes: \$25,621 under budget

- Maintenance/Health Services under budget due to labor. Using a float Maintenance person (2 days per week) float RN (2 days per week) to provide support until these positions can be filled.
- Sales & Marketing: over budget. Allocation error and will be credited \$4,254 in August.
- RA labor was under due to open positions. Lisa has done an excellent job with her team and supporting them with staffing challenges and maintaining a positive culture and willingness of her team to pick up open shifts when needed.
- Culinary is doing a great job keeping food costs in check.
- Housekeeping is over due to hiring a FT person in light of a very PT float Maint. person.
- Lisa has lead her entire team through some challenging staffing issues over the past month and the rising covid cases.

Covid – 19:

- Past 30 days—5 team members and 5 residents

Staff:

- Open positions include: 3 FT and 3 PT Resident Assistants (direct care), PT- Maintenance (offer extended), FT RN and Life Enrichment Asst.

Respectfully submitted,
Steve Wilson, Director of Operations

Eastwood Senior Living
Unaudited Income Statement
For the Four Months Ending Sunday, July 31, 2022

	Current Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
OPERATING REVENUE						
Housing Resident Service Revenue	99,051	94,650	4,401	377,177	371,102	6,075
Rental Revenue	43,016	38,892	4,124	157,351	156,258	1,093
Culinary Services	-	-	-	53	-	53
Fees & Charges	470	250	220	470	1,000	(530)
Other Revenue	-	-	-	180	-	180
TOTAL OPERATING REVENUES	142,537	133,792	8,745	535,231	528,360	6,871
OPERATING EXPENSES						
Health Services	49,442	55,712	6,270	188,857	209,817	20,960
Therapeutic Recreation/Life Enrichment	3,005	6,002	2,997	13,663	22,901	9,238
Culinary Services	18,741	19,384	643	71,365	75,262	3,897
Housekeeping and Laundry	3,165	708	(2,457)	5,873	2,833	(3,040)
Environmental Services	2,413	6,979	3,566	17,722	22,965	5,243
Utilities	3,675	3,364	(311)	13,490	14,668	1,178
Administration	9,782	19,688	9,906	65,827	76,849	11,022
Sales and Marketing	1,314	542	(772)	5,172	2,167	(3,005)
Property and Related	148	148	-	591	591	-
Employee Taxes and Benefits	5,623	11,402	5,779	33,516	42,994	9,478
TOTAL OPERATING EXPENSES	97,308	122,929	25,621	416,076	471,047	54,971
EARNINGS BEFORE INTEREST, TAX, DEPRECIATION AND AMORTIZATION (EBITDA)	45,229	10,863	34,366	119,155	57,313	61,842
EBITDA %	31.73%	8.12%		22.26%	10.85%	
Depreciation Expense	10,331	11,218	887	40,830	44,871	4,041
Interest & Amortization Expense	6,406	7,107	701	25,924	28,678	2,754
OPERATING INCOME (LOSS) BEFORE OVERHEAD	28,492	(7,462)	35,954	52,401	(16,236)	68,637
Investment Income	-	-	-	1	-	1
NET INCOME (LOSS)	28,492	(7,462)	35,954	52,402	(16,236)	68,638

	Balance 7/31/2022	Balance 3/31/2022	Net Change
Accounts Payable	11,769	23,848	(12,079)
Other Accrued Expenses	118,911	117,444	1,467
Accts Rec - Credit Balance	11,223	8,605	2,618
Total Accounts Payable	<u>141,903</u>	<u>149,897</u>	<u>(7,994)</u>
Security Deposits	3,439	2,439	1,000
Total Other Payables	<u>3,439</u>	<u>2,439</u>	<u>1,000</u>
Accrued Sales Tax Liability	54	54	-
Accr Real Estate Taxes	1,034	443	591
Total Taxes Payable	<u>1,088</u>	<u>497</u>	<u>591</u>
Accrued Salaries	170,325	203,126	(32,801)
Accrued Flex Leave	28,040	32,854	(4,814)
Total Accrued Payroll Related	<u>198,365</u>	<u>235,980</u>	<u>(37,615)</u>
Accrued Interest - Bonds Series A	45,883	21,536	24,347
Bonds Payable Series A	2,960,000	2,960,000	-
Mortgages Payable	129,198	129,198	-
Original Issue (Discount) Premium	46,630	46,630	-
Underwriters (Discount)	(77,932)	(77,932)	-
Accumulated Amortization - Original Issue	(6,412)	(5,634)	(778)
Accumulated Amortization - Underwriters Disc	10,716	9,417	1,299
Deferred Financing Costs	(63,311)	(63,311)	-
Accumulated Amortization	8,705	7,650	1,055
Total Bond/Note Payables	<u>3,053,477</u>	<u>3,027,554</u>	<u>25,923</u>
Total Payables	<u>3,398,272</u>	<u>3,416,367</u>	<u>(18,095)</u>
Net Income	52,402	(46,622)	99,024
Unrestricted Net Assets	(891,001)	(844,379)	(46,622)
Total Equity	<u>(838,599)</u>	<u>(891,001)</u>	<u>52,402</u>
Total Liabilities & Equity	<u>2,559,673</u>	<u>2,525,366</u>	<u>34,307</u>

Eastwood Senior Living
Balance Sheet Detailed
As Of Sunday, July 31, 2022

	Balance 7/31/2022	Balance 3/31/2022	Net Change
ASSETS			
CURRENT ASSETS			
Petty Cash	500	500	-
Cash - Checking Operating	204,358	155,451	48,907
Total Cash	204,858	155,951	48,907
Accts Rec - Tenants	65,092	67,372	(2,280)
Allowance for Doubtful Accounts	(27,638)	(25,970)	(1,668)
Total Receivables	37,454	41,402	(3,948)
Prepaid Maint Contracts	483	880	(397)
Prepaid Expense - Other	4,639	3,030	1,609
Total Prepaid	5,122	3,910	1,212
Cash - Savings Security Deposits	3,353	3,852	(499)
Bond Payment Fund	78,004	60,865	17,139
Bond Operating Reserve Fund	250,053	250,053	-
Bond Debt Service Reserve Fund	387	387	-
Total Restricted Assets	331,797	315,157	16,640
Land	36,536	36,536	-
Building & Improvements	3,179,809	3,178,601	1,208
Furniture & Equipment - General	319,482	308,363	11,119
Total Capital Assets	3,535,827	3,523,500	12,327
Accumulated Depreciation - Bldg	(1,315,132)	(1,277,529)	(37,603)
Accumulated Depreciation - FFE	(240,253)	(237,025)	(3,228)
Total Accumulated Depreciation	(1,555,385)	(1,514,554)	(40,831)
Net Capital Assets	1,980,442	2,008,946	(28,504)
Total Assets	2,559,673	2,525,366	34,307

August 17, 2022

RE: Mysa House – July 2022 – Final

- Occupancy of the (24) apartments:
 - 100% Occupancy
 - Move –ins – 0
 - Move-outs – 0
- Vacancy
 - Property is full
- **Financial Summary**
 - **Income**
 - January – MIDCO rebate \$160.32
 - February – Snow blower purchased from Mysa House receipt, \$500.00. There were 3 units that needed breaker repairs, \$519.36.
 - March – No other income other than rents
 - April – MIDCO Rebate \$190.00\
 - May – No other income other than rents
 - June – No other income other than rents
 - July – MIDCO Rebate \$184.88
 - **Expenses**
 - January – Elevator Repairs, selector needed to be tightened. An elevator repair invoice from 9/2021 was submitted from vendor for payment, \$1,959.01
 - February – Auditing Fees, \$6020.00
 - March – Annual property insurance paid. Elevator Repairs
 - April – Monthly payments to insurance escrows were increased to make up for the shortfall.
 - May – Annual elevator maintenance conducted, \$965.16 / Overpayment from Eide Bailey invoice received, \$890.00
 - June – 1st half property taxes
 - July – Nothing out of the ordinary
 - **Budget Review**
 - Income
 - Rent increase effective 2-1-2022. Rental income is within budget.
 - Expenses
 - Elevator Main/Contract – An invoice from 2021 was paid, \$1959.01.
 - Activity director exceeds budget
 - Fuel exceeds budget

- **Corrections or Errors**

- **Property Manager Notes:**

- Job Openings: None
- Cinnaire inspection in August
- Budget planning for capitals
- Kathy starting exercise classes

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

Stacy Worth
Accounting
DW Jones Management, Inc.
218-366-6720
stacyb@dwjonesmanagement.com

Beth Perttula
Property Manager
DW Jones Management, Inc
218-366-6730
bethp@dwjonesmanagement.com

Mysa House

Mora

For the Month of July - 2022

7942

	(1)	(2)		(3)	(4)	(5)
		Actual				
	Month	To-Date	To-Date	To-Date	Budget	Comments
1	Apartment Rent Potential	\$17,222.00	\$120,283.00	\$120,521.00	\$206,881.00	
2	Parking/Garage Rent Potential	\$660.00	\$4,620.00	\$4,620.00	\$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)	\$17,882.00	\$124,903.00	\$125,141.00	\$214,801.00	
6	Apartment Vacancy	\$0.00	\$2,789.00	\$1,810.21	\$3,103.22	
7	Parking/Garage Vacancy	\$0.00	\$0.00	\$0.00	\$0.00	
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	\$780.00	\$5,460.00	\$5,425.00	\$9,300.00	
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)	\$780.00	\$8,249.00	\$7,235.21	\$12,403.22	
14	Net Rental Income (Line 5 less 13)	\$17,102.00	\$116,654.00	\$117,905.79	\$202,397.78	
15	- Bad Debt	\$0.00	\$0.00	\$0.00	\$0.00	
16	Net Rental Collections (Line 14 less 15)	\$17,102.00	\$116,654.00	\$117,905.79	\$202,397.78	
17	Tenant Fees	\$0.00	\$50.00	\$0.00	\$0.00	
18	Other Income (specify in notes)	\$184.88	\$1,035.20	\$10,573.00	\$21,146.00	
19	Forfeited Security Deposits	\$0.00	\$0.00	\$0.00	\$0.00	
20	Interest Income (incl. escrows/reserves)	\$57.49	\$211.23	\$112.00	\$192.00	
21	Total Other Income (Lines 17 - 20)	\$242.37	\$1,296.43	\$10,685.00	\$21,338.00	
22	Total Revenue (Lines 16,21)	\$17,344.37	\$117,950.43	\$128,590.79	\$223,735.78	
23	Advertising and Marketing	\$0.00	\$0.00	\$116.67	\$200.00	
24	Property Management Fee	\$1,632.00	\$11,220.00	\$11,424.00	\$19,584.00	
25	Professional Fees (specify in notes)	\$0.00	\$5,350.57	\$8,827.00	\$9,037.00	
26	Applicant Screening/Collection Exp.	\$0.00	\$50.00	\$0.00	\$0.00	
27	Site Office Expense	\$178.22	\$1,723.93	\$2,245.83	\$3,850.00	
28	On-Site Management Payroll	\$400.89	\$2,807.39	\$2,520.00	\$4,320.00	
29	Other Administration (specify in notes)	\$7.50	\$1,571.00	\$2,173.00	\$2,543.00	
30	Total Administration (Lines 23 - 29)	\$2,218.61	\$22,722.89	\$27,306.50	\$39,534.00	
31	Elevator Maint/Contract	\$45.30	\$4,139.72	\$1,323.58	\$2,269.00	
32	Security	\$48.15	\$283.71	\$306.25	\$525.00	
33	Rubbish Removal	\$139.79	\$801.59	\$826.00	\$1,416.00	
34	Other Contract Services	\$80.74	\$976.03	\$1,811.25	\$3,105.00	
35	Unique Operating Expenses (specify in notes)	\$859.84	\$3,745.04	\$8,155.00	\$13,980.00	
36	Maintenance/Janitor Supplies	\$384.15	\$1,571.73	\$1,108.33	\$1,900.00	
37	Grounds Maintenance	\$497.95	\$1,084.86	\$971.43	\$1,700.00	
38	Snow Removal	\$0.00	\$441.68	\$3,040.00	\$3,800.00	
39	Heat & A/C Repair Services	\$420.00	\$1,720.86	\$583.33	\$1,000.00	
40	General Repair Services	\$254.15	\$943.43	\$583.33	\$1,000.00	
41	Paint/Decorating Materials	\$0.00	\$52.14	\$583.33	\$1,000.00	
42	Maintenance & Jan. Payroll	\$2,043.61	\$18,093.73	\$16,941.17	\$29,042.00	
43	Other Maint. & Oper. (specify in notes)	\$106.90	\$753.97	\$753.67	\$1,292.00	
44	Total Maintenance (Lines 31 - 43)	\$4,880.58	\$34,608.49	\$36,986.68	\$62,029.00	
45	Electricity	\$468.72	\$4,425.24	\$4,949.00	\$8,484.00	
46	Water & Sewer	\$987.34	\$2,679.51	\$3,955.00	\$6,780.00	
47	Gas and Oil	\$230.13	\$5,882.05	\$4,580.10	\$6,543.00	
48	Total Utilities (Lines 45 - 47)	\$1,686.19	\$12,986.80	\$13,484.10	\$21,807.00	
49	Property & Liability Insurance Exp.	\$0.00	\$17,232.69	\$14,017.00	\$14,017.00	
50	M & O plus Insurance (Lines 30,44,48,49)	\$8,785.38	\$87,550.87	\$91,794.28	\$137,387.00	
51	Real Estate Tax Expense	\$0.00	\$13,664.00	\$13,599.00	\$27,198.00	
52	Total Operating Expenses (Lines 50,51)	\$8,785.38	\$101,214.87	\$105,393.28	\$164,585.00	
53	Net Operating Income (Line 22 less 52)	\$8,558.99	\$16,735.56	\$23,197.51	\$59,150.78	
54	Interest on Amortizing Debt(s)	\$1,867.00	\$13,123.26	\$13,080.08	\$22,423.00	
55	MH Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	
56	Other/MIP/FA/FAF (specify in notes)	\$0.00	\$0.00	\$0.00	\$0.00	
57	Total Financing (Lines 54 - 56)	\$1,867.00	\$13,123.26	\$13,080.08	\$22,423.00	
58	Income from Oper. (Line 53 less 57)	\$6,691.99	\$3,612.30	\$10,117.43	\$36,727.78	

Mysa House

Mora

For the Month of July - 2022

7942

Part 1	Actual		Budget	Current Balances
	Current Month	Year-To-Date	Year-To-Date	
58 Income from Operations (Line 58 from 258A)	\$6,691.99	\$3,612.30	\$10,117.43	
59 Amortization/Depreciation Exp. (if applicable)	\$0.00	\$0.00	\$0.00	
60 Net Income or (Loss) (Line 58 less 59)	\$6,691.99	\$3,612.30	\$10,117.43	
61 ADJUSTMENTS TO BUSINESS ACTIVITIES				
62 Adjustments to Operating Assets				
63 Tenant Receivables	\$0.00	\$0.00		
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	(\$1,560.11)	(\$1,471.63)		
70 Accrued Expenses	\$0.00	\$0.00		
71 Prepaid Rent	\$1.00	(\$7.00)		
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	\$10,573.22		
77 Adjustments for Financing Activities				
78 Principal Pmt. on Amortizing Debt(s) (-)	(\$736.33)	(\$5,100.05)		
79 Affiliate Contributions/Advances (+)	\$0.00	\$0.00		
80 Repayments to Affiliate (-)	\$0.00	\$0.00		
81 Annual Partnership Distribution (-)	\$0.00	\$0.00		
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 (-)	(\$4,116.00)	(\$26,523.32)		
86 Withdrawal from Prop. Tax and Insurance Escrow (+)	\$0.00	\$30,243.81		
87 Deposit to Residual Receipts (-)	\$0.00	\$0.00		
88 Withdrawal from Residual Receipts (+)	\$0.00	\$0.00		
89 Deposit to Capital Reserves (-)	(\$650.00)	(\$4,510.00)		
90 Withdrawal from Capital Reserves (+)	\$0.00	\$0.00		
91 Capital Improvement Expenditures (-)	\$0.00	\$0.00		
92 Deposit to MIP/FA-FAF Income (-)	(\$50.00)	(\$380.00)		
93 Withdrawal from MIP/FA-FAF Escrow (+)	\$0.00	\$652.88		
94 Other (Incd. int on res./escrows - specify in notes)	(\$53.40)	(\$186.01)		
95 Total Adjustments (Lines 63 - 94)	(\$7,164.84)	\$3,291.90		
96 Cash Flow from Operations (Line 60 plus 95)	(\$472.85)	\$6,904.20		
97 Beginning Cash Balance (Operating Account)	\$41,282.42	\$33,905.37		
98 Adjustments to Cash (specify in notes)	\$0.00	\$0.00		
99 Ending Cash Balance (Operating Account)	\$40,809.57	\$40,809.57		\$40,809.57
100 Components of Operating Cash				
101 Operating checking				\$14,947.70
102 Operating savings				\$25,711.87
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)				\$40,809.57
Part 2				
109 Rent Receivable Balance (tenant & subsidy)				(\$110.69)
110 Prior Years Affiliate Loans & Notes (Short Term)				\$0.00
111 Security Deposit Liability				\$16,788.11
112 Security Deposit Account Balance				\$16,873.60
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 July - 2022

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	21	0	21
3	2-BR	3	0	3
4	3-BR	0	0	0
5	4-BR	0	0	0
6	Total Occupied Units	24	0	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	24	0	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	0	0.0%	

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
July 31, 2022

Assets

Current Assets

Cash	
Operating Checking	14,947.70
Security Deposit Checking	16,873.60
Operating Savings	25,711.87
Operating Reserves	86,463.89
Petty Cash	150.00
Total Cash	<u>144,147.06</u>

Deposits & Escrows	
Replacement Reserve	23,068.15
Escrow Property Taxes	6,807.00
Escrow Insurance	5,622.22
Escrow FHA Insurance	124.10
Total Deposits & Escrows	<u>35,621.47</u>

Total Current Assets 179,768.53

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	(644,625.00)
Accumulated Depreciation Building	(273,979.00)
Accumulated Depreciation Land Improvements	(121,849.00)
Accumulated Amortization Loan Fees	(16,317.00)
Total Depreciation & Amortization	<u>(1,056,770.00)</u>

Total Fixed Assets 3,197,174.00

Other Assets

Financing Fees	151,074.00
Loan Fees	26,308.50
Total Other Assets	<u>177,382.50</u>

Total Assets **3,554,325.03**

MYSA HOUSE
Balance Sheet
July 31, 2022

Liabilities & Equity

Liabilities

Current Liabilities

Prepaid Rents	304.69
Accounts Payable	3,088.05
Security Deposits	16,788.11
Total Current Liabilities	<u>20,180.85</u>

Other Current Liabilities

Accrued Interest	1,882.46
Total Other Current Liabilities	<u>1,882.46</u>

Long Term Liabilities

Accrued Partnership Mgmt. Fee	64,800.00
Accrued Investor Service Fee	2,049.00
Mortgage Payables - MHFA	526,417.40
Mortgage Payable - MHFA Sr. Pilot	1,000,000.00
Mortgages Payable - GMHF	535,000.00
Mortgages Payable - Deferred	500,000.00
Mortgages Payable - MHFA FFCC Loan	596,064.00
Total Long Term Liabilities	<u>3,224,330.40</u>

Other Liabilities

Deferred Developer Fee	87,068.93
Total Other Liabilities	<u>87,068.93</u>

Total Liabilities 3,333,462.64

Equity

Limited Partner Capital	1,201,519.00
Retained Earnings	(984,193.78)
Current Net Income	3,537.17
Total Equity	<u>220,862.39</u>

Total Liabilities & Equity **3,554,325.03**

MYSA HOUSE Trial Balance

Account Number	Account Name	Opening balance on 07/01/2022	debit	credit	Closing balance on 07/31/2022
1000	Operating Checking	15,424.64	18,037.88	18,514.82	14,947.70
1002	Security Deposit Checking	16,870.92	2.68	0.00	16,873.60
1004	Operating Savings	25,707.78	4.09	0.00	25,711.87
1005	Operating Reserves	86,410.49	53.40	0.00	86,463.89
1010	Petty Cash	150.00	0.00	0.00	150.00
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	(644,625.00)	0.00	0.00	(644,625.00)
1310	Building	2,807,254.00	0.00	0.00	2,807,254.00
1311	Accumulated Depreciation Building	(273,979.00)	0.00	0.00	(273,979.00)
1315	Land	501,491.00	0.00	0.00	501,491.00
1321	Accumulated Depreciation Land Improvements	(121,849.00)	0.00	0.00	(121,849.00)
1330	Replacement Reserve	22,418.15	650.00	0.00	23,068.15
1340	Escrow Property Taxes	4,518.00	2,289.00	0.00	6,807.00
1345	Escrow Insurance	3,795.22	1,827.00	0.00	5,622.22
1360	Escrow FHA Insurance	74.10	50.00	0.00	124.10
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	(16,317.00)	0.00	0.00	(16,317.00)
2003	Prepaid Rents	(303.69)	2,418.69	2,419.69	(304.69)
2005	Accounts Payable	(4,648.16)	17,849.79	16,289.68	(3,088.05)
2007	Accrued Interest	(1,882.46)	0.00	0.00	(1,882.46)
2010	Security Deposits	(16,774.57)	0.00	13.54	(16,788.11)
2265	Accrued Partnership Mgmt. Fee	(64,800.00)	0.00	0.00	(64,800.00)
2270	Accrued Investor Service Fee	(2,049.00)	0.00	0.00	(2,049.00)
2300	Mortgage Payables - MHFA	(527,153.73)	736.33	0.00	(526,417.40)
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)
2320	Mortgages Payable - MHFA FFCC Loan	(596,064.00)	0.00	0.00	(596,064.00)
2465	Deferred Developer Fee	(87,068.93)	0.00	0.00	(87,068.93)
3000	Retained Earnings	984,193.78	0.00	0.00	984,193.78
3250	Limited Partner Capital	(1,201,519.00)	0.00	0.00	(1,201,519.00)
4000	Rental Income	(69,345.00)	0.00	11,138.00	(80,483.00)
4001	Rental Assistance	(34,260.00)	0.00	6,100.00	(40,360.00)
4002	Garage Rent	(3,960.00)	0.00	660.00	(4,620.00)
4012	Interest Security Deposit	(13.34)	0.00	2.68	(16.02)
4014	Interest Operating Svgs	(21.13)	0.00	4.09	(25.22)
4016	Interest Operating Reserves	(53.63)	0.00	53.40	(107.03)
4090	Interest Income ~ Reserves	(78.98)	0.00	0.00	(78.98)
4099	Other Income	(850.32)	0.00	184.88	(1,035.20)
4500	Vacancies	2,789.00	0.00	0.00	2,789.00
4550	Loss to Lease	544.00	16.00	0.00	560.00
4700	Resident Mgr Free Rent	4,680.00	780.00	0.00	5,460.00
4995	Application Fees	(50.00)	0.00	0.00	(50.00)
6110	Maint/Repairs Payroll	11,857.88	2,418.66	720.00	13,556.54
6115	Maint/Repairs Supply	944.95	336.63	0.00	1,281.58
6120	General Repairs	689.28	254.15	0.00	943.43
6125	Painting & Decorating	52.14	0.00	0.00	52.14
6130	Snow removal	441.68	0.00	0.00	441.68
6135	Elevator Maint.Contract	965.16	0.00	0.00	965.16
6136	Elevator Maintenance/Repairs	2,900.51	0.00	0.00	2,900.51
6137	Elevator Phone	228.75	45.30	0.00	274.05
6140	Grounds Maintenance	586.91	497.95	0.00	1,084.86
6147	Fire Alarm Contract/Repairs	470.37	80.74	0.00	551.11
6150	Janitor Supplies	242.63	47.52	0.00	290.15
6160	Exterminating Contract	424.92	0.00	0.00	424.92
6165	Heat & A/C Repairs	1,300.86	420.00	0.00	1,720.86
6171	Security System Phone	235.56	48.15	0.00	283.71
6210	Electric	3,956.52	468.72	0.00	4,425.24
6215	Water/Sewer	1,692.17	987.34	0.00	2,679.51
6225	Fuel (Oil/Coal.Gas)	5,651.92	230.13	0.00	5,882.05

MYSA HOUSE Trial Balance

Account Number	Account Name	Opening balance on 07/01/2022	debit	credit	Closing balance on 07/31/2022
6230	Trash removal	661.80	139.79	0.00	801.59
6245	Cable Television	647.07	106.90	0.00	753.97
6305	Activity Director	3,639.36	731.70	0.00	4,371.06
6306	Activity Director Expenses	373.72	128.14	0.00	501.86
6310	Site Mgmt Payroll	2,406.50	400.89	0.00	2,807.39
6315	Management Fees	9,588.00	1,632.00	0.00	11,220.00
6320	Auditing	5,340.00	0.00	0.00	5,340.00
6330	Legal Expenses	10.57	0.00	0.00	10.57
6340	Phone	160.36	67.05	0.00	227.41
6342	Property Internet	627.77	105.42	0.00	733.19
6345	Office Supplies	682.77	2.14	0.00	664.91
6346	Postage	94.81	0.00	0.00	94.81
6355	Training Expense	0.00	3.61	0.00	3.61
6365	Payroll Taxes	1,656.32	231.30	92.47	1,795.15
6370	Workmans' Comp Ins	1,192.04	170.12	0.00	1,362.16
6372	Employee Benefits-health, etc	216.00	36.00	0.00	252.00
6375	Bank Charges	43.50	7.50	0.00	51.00
6390	Criminal and credit check	50.00	0.00	0.00	50.00
6410	Real Estate Taxes	13,664.00	0.00	0.00	13,664.00
6421	Minnesota Minimum Fee	640.00	0.00	0.00	640.00
6425	Property Insurance	16,579.81	0.00	0.00	16,579.81
6430	Fidelity Coverage	652.88	0.00	0.00	652.88
6560	Mortgage Interest	11,256.26	1,867.00	0.00	13,123.26
6565	Security Deposit Interest Liability	77.61	13.54	0.00	91.15
6570	MHFA Annual Fee	720.00	0.00	0.00	720.00
6571	MHFA LIRC Fee	150.00	0.00	0.00	150.00
6578	Finance Chgs/Service Fees	10.00	0.00	0.00	10.00
Totals:		0.00	56,193.25	56,193.25	0.00

MYSA HOUSE
Income Statement
 July 31, 2022

	Month Ending 07/31/2022	%	Year to Date 07/31/2022	%
	Actual		Actual	
Income				
Rental Income				
4000 - Rental Income	11,138.00	65.13	80,483.00	68.99
4001 - Rental Assistance	6,100.00	35.67	40,360.00	34.60
4002 - Garage Rent	660.00	3.86	4,620.00	3.96
Total Rental Income	17,898.00	104.65	125,463.00	107.55
Vacancy, Losses & Concessions				
4500 - Vacancies	0.00	0.00	(2,789.00)	(2.39)
4550 - Loss to Lease	(16.00)	(0.09)	(560.00)	(0.48)
4700 - Resident Mgr Free Rent	(780.00)	(4.56)	(5,460.00)	(4.68)
Total Vacancy, Losses & Concessions	(796.00)	(4.65)	(8,809.00)	(7.55)
Net Rental Income	17,102.00	100.00	116,654.00	100.00
Financial Income				
4012 - Interest Security Deposit	2.68	0.02	16.02	0.01
4014 - Interest Operating Svgs	4.09	0.02	25.22	0.02
4016 - Interest Operating Reserves	53.40	0.31	107.03	0.09
4090 - Interest Income ~ Reserves	0.00	0.00	78.98	0.07
Total Financial Income	60.17	0.35	227.25	0.19
Other Income				
4099 - Other Income	184.88	1.08	1,035.20	0.89
4995 - Application Fees	0.00	0.00	50.00	0.04
Total Other Income	184.88	1.08	1,085.20	0.93
Total Income	17,347.05	101.43	117,966.45	101.13
Expenses				
Payroll & Related				
6110 - Maint/Repairs Payroll	1,698.66	9.93	13,556.54	11.62
6305 - Activity Director	731.70	4.28	4,371.06	3.75
6310 - Site Mgmt Payroll	400.89	2.34	2,807.39	2.41
6365 - Payroll Taxes	138.83	0.81	1,795.15	1.54
6370 - Workmans' Comp Ins	170.12	0.99	1,362.16	1.17
6372 - Employee Benefits-health, etc	36.00	0.21	252.00	0.22
Total Payroll & Related	3,176.20	18.57	24,144.30	20.70
Administrative Expenses				
6320 - Auditing	0.00	0.00	5,340.00	4.58
6330 - Legal Expenses	0.00	0.00	10.57	0.01
6340 - Phone	67.05	0.39	227.41	0.19
6342 - Property Internet	105.42	0.62	733.19	0.63
6345 - Office Supplies	2.14	0.01	664.91	0.57
6346 - Postage	0.00	0.00	94.81	0.08
6355 - Training Expense	3.61	0.02	3.61	0.00
6375 - Bank Charges	7.50	0.04	51.00	0.04
6390 - Criminal and credit check	0.00	0.00	50.00	0.04
Total Administrative Expenses	185.72	1.09	7,175.50	6.15
Utilities				
6210 - Electric	468.72	2.74	4,425.24	3.79
6215 - Water/Sewer	987.34	5.77	2,679.51	2.30
6225 - Fuel (Oil/Coal.Gas)	230.13	1.35	5,882.05	5.04

MYSA HOUSE
Income Statement
 July 31, 2022

	Month Ending 07/31/2022		Year to Date 07/31/2022	
	Actual	%	Actual	%
6230 - Trash removal	139.79	0.82	801.59	0.69
6245 - Cable Television	106.90	0.63	753.97	0.65
Total Utilities	1,932.88	11.30	14,542.36	12.47
Operating & Maintenance Expenses				
6306 - Activity Director Expenses	128.14	0.75	501.86	0.43
Total Operating & Maintenance Expenses	128.14	0.75	501.86	0.43
Maintenance & Repairs				
6115 - Maint/Repairs Supply	336.63	1.97	1,281.58	1.10
6120 - General Repairs	254.15	1.49	943.43	0.81
6125 - Painting & Decorating	0.00	0.00	52.14	0.04
6130 - Snow removal	0.00	0.00	441.68	0.38
6135 - Elevator Maint.Contract	0.00	0.00	965.16	0.83
6136 - Elevator Maintenance/Repairs	0.00	0.00	2,900.51	2.49
6137 - Elevator Phone	45.30	0.26	274.05	0.23
6140 - Grounds Maintenance	497.95	2.91	1,084.86	0.93
6147 - Fire Alarm Contract/Repairs	80.74	0.47	551.11	0.47
6150 - Janitor Supplies	47.52	0.28	290.15	0.25
6160 - Exterminating Contract	0.00	0.00	424.92	0.36
6165 - Heat & A/C Repairs	420.00	2.46	1,720.86	1.48
6171 - Security System Phone	48.15	0.28	283.71	0.24
Total Maintenance & Repairs	1,730.44	10.12	11,214.16	9.61
Management Fees				
6315 - Management Fees	1,632.00	9.54	11,220.00	9.62
Total Management Fees	1,632.00	9.54	11,220.00	9.62
Taxes & Insurance				
6410 - Real Estate Taxes	0.00	0.00	13,664.00	11.71
6421 - Minnesota Minimum Fee	0.00	0.00	640.00	0.55
6425 - Property Insurance	0.00	0.00	16,579.81	14.21
6430 - Fidelity Coverage	0.00	0.00	652.88	0.56
6570 - MHFA Annual Fee	0.00	0.00	720.00	0.62
6571 - MHFA LIRC Fee	0.00	0.00	150.00	0.13
Total Taxes & Insurance	0.00	0.00	32,406.69	27.78
Total Operating Expenses	8,785.38	51.37	101,204.87	86.76
Net Operating Income (Loss)	8,561.67	50.06	16,761.58	14.37
Non-Operating Expenses				
Debt Services				
6560 - Mortgage Interest	1,867.00	10.92	13,123.26	11.25
Total Debt Services	1,867.00	10.92	13,123.26	11.25
Other Non-Operating Expenses				
6565 - Security Deposit Interest Liability	13.54	0.08	91.15	0.08
6578 - Finance Chgs/Service Fees	0.00	0.00	10.00	0.01
Total Other Non-Operating Expenses	13.54	0.08	101.15	0.09
Total Non-Operating Expenses	1,880.54	11.00	13,224.41	11.34
Net Income (Loss)	6,681.13	39.07	3,537.17	3.03

MYSA HOUSE Budget Comparison July 31, 2022

	Month Ending 07/31/2022			Year to Date 07/31/2022		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Income						
Rental Income						
4000 - Rental Income	11,138.00	17,238.00	(6,100.00) (35.38)	80,483.00	120,866.00	(40,183.00) (33.30)
4001 - Rental Assistance	6,100.00	0.00	6,100.00 100.00	40,360.00	0.00	40,360.00 100.00
4002 - Garage Rent	660.00	660.00	0.00 0.00	4,620.00	4,620.00	0.00 0.00
Total Rental Income	17,898.00	17,898.00	0.00 0.00	125,463.00	125,286.00	177.00 0.14
Vacancy, Losses & Concessions						
4500 - Vacancies	0.00	(253.00)	253.00 100.00	(2,789.00)	(1,771.00)	(1,018.00) (57.48)
4550 - Loss to Lease	(16.00)	(245.00)	229.00 93.46	(560.00)	(1,970.00)	1,410.00 71.57
4700 - Resident Mgr Free Rent	(780.00)	775.00	(1,555.00) (200.64)	(5,460.00)	5,425.00	(10,885.00) (200.64)
Total Vacancy, Losses & Concessions	(796.00)	277.00	(1,073.00) (387.36)	(8,809.00)	1,684.00	(10,493.00) (623.09)
Net Rental Income	17,102.00	18,175.00	(1,073.00) (5.90)	116,654.00	126,970.00	(10,316.00) (8.12)
Financial Income						
4012 - Interest Security Deposit	2.68	2.00	0.68 34.00	16.02	14.00	2.02 14.42
4014 - Interest Operating Svgs	4.09	4.00	0.09 2.25	25.22	28.00	(2.78) (9.92)
4016 - Interest Operating Reserves	53.40	0.00	53.40 100.00	107.03	0.00	107.03 100.00
4090 - Interest Income ~ Reserves	0.00	0.00	0.00 0.00	78.98	64.00	14.98 23.40
Total Financial Income	60.17	6.00	54.17 902.83	227.25	106.00	121.25 114.38
Other Income						
4010 - TIF Income	0.00	10,573.00	(10,573.00) (100.00)	0.00	21,146.00	(21,146.00) (100.00)
4099 - Other Income	184.88	0.00	184.88 100.00	1,035.20	0.00	1,035.20 100.00
4995 - Application Fees	0.00	0.00	0.00 0.00	50.00	0.00	50.00 100.00
Total Other Income	184.88	10,573.00	(10,388.12) (98.25)	1,085.20	21,146.00	(20,060.80) (94.96)
Total Income	17,347.05	28,754.00	(11,406.95) (39.67)	117,966.45	148,222.00	(30,255.55) (20.41)
Expenses						
Payroll & Related						
6110 - Maint/Repairs Payroll	1,698.66	2,760.00	1,061.34 38.45	13,556.54	13,800.00	243.46 1.76
6305 - Activity Director	731.70	1,440.00	708.30 49.18	4,371.06	7,200.00	2,828.94 39.29
6310 - Site Mgmt Payroll	400.89	360.00	(40.89) (11.35)	2,807.39	2,520.00	(287.39) (11.40)
6365 - Payroll Taxes	138.83	307.00	168.17 54.77	1,795.15	2,005.00	209.85 10.46
6370 - Workmans' Comp Ins	170.12	194.00	23.88 12.30	1,362.16	968.00	(394.16) (40.71)
6372 - Employee Benefits-health, etc	36.00	0.00	(36.00) (100.00)	252.00	0.00	(252.00) (100.00)
Total Payroll & Related	3,176.20	5,061.00	1,884.80 37.24	24,144.30	26,493.00	2,348.70 8.86
Administrative Expenses						
6320 - Auditing	0.00	0.00	0.00 0.00	5,340.00	8,537.00	3,197.00 37.44
6330 - Legal Expenses	0.00	41.67	41.67 100.00	10.57	291.69	281.12 96.37
6340 - Phone	67.05	68.00	0.95 1.39	227.41	477.00	249.59 52.32

MYSA HOUSE Budget Comparison July 31, 2022

	Month Ending 07/31/2022			Year to Date 07/31/2022			
	Actual	Budget	Variance %	Actual	Budget	Variance %	
6342 - Property Internet	105.42	110.00	4.58	733.19	770.00	36.81	4.78
6345 - Office Supplies	2.14	84.00	81.86	664.91	588.00	(76.91)	(13.07)
6346 - Postage	0.00	16.67	16.67	94.81	116.69	21.88	18.75
6350 - Office Furniture/Equip	0.00	25.00	25.00	0.00	175.00	175.00	100.00
6355 - Training Expense	3.61	16.67	13.06	3.61	116.69	113.08	96.90
6375 - Bank Charges	7.50	10.00	2.50	51.00	70.00	19.00	27.14
6390 - Criminal and credit check	0.00	0.00	0.00	50.00	0.00	(50.00)	(100.00)
Total Administrative Expenses	185.72	372.01	186.29	7,175.50	11,142.07	3,966.57	35.59
Marketing Expenses							
6335 - Advertising	0.00	16.67	16.67	0.00	116.69	116.69	100.00
Total Marketing Expenses	0.00	16.67	16.67	0.00	116.69	116.69	100.00
Utilities							
6210 - Electric	468.72	707.00	238.28	4,425.24	4,949.00	523.76	10.58
6215 - Water/Sewer	987.34	565.00	(422.34)	2,679.51	3,955.00	1,275.49	32.25
6225 - Fuel (Oil/Coal/Gas)	230.13	144.00	(86.13)	5,882.05	3,741.00	(2,141.05)	(57.23)
6230 - Trash removal	139.79	118.00	(21.79)	801.59	826.00	24.41	2.95
6245 - Cable Television	106.90	108.00	1.10	753.97	752.00	(1.97)	(0.26)
Total Utilities	1,932.88	1,642.00	(290.88)	14,542.36	14,223.00	(319.36)	(2.24)
Operating & Maintenance Expenses							
6306 - Activity Director Expenses	128.14	125.00	(3.14)	501.86	875.00	373.14	42.64
Total Operating & Maintenance Expenses	128.14	125.00	(3.14)	501.86	875.00	373.14	42.64
Maintenance & Repairs							
6115 - Maint/Repairs Supply	336.63	125.00	(211.63)	1,281.58	875.00	(406.58)	(46.46)
6120 - General Repairs	254.15	83.33	(170.82)	943.43	583.31	(360.12)	(61.73)
6125 - Painting & Decorating	0.00	83.33	83.33	52.14	583.31	531.17	91.06
6130 - Snow removal	0.00	0.00	0.00	441.68	2,200.00	1,758.32	79.92
6135 - Elevator Maint.Contract	0.00	0.00	0.00	965.16	1,000.00	34.84	3.48
6136 - Elevator Maintenance/Repairs	0.00	63.00	63.00	2,900.51	441.00	(2,459.51)	(557.71)
6137 - Elevator Phone	45.30	43.00	(2.30)	274.05	298.00	23.95	8.03
6140 - Grounds Maintenance	497.95	200.00	(297.95)	1,084.86	1,100.00	15.14	1.37
6147 - Fire Alarm Contract/Repairs	80.74	85.00	4.26	551.11	595.00	43.89	7.37
6149 - Fire Sprinkler Contract/Repairs	0.00	25.00	25.00	0.00	175.00	175.00	100.00
6150 - Janitor Supplies	47.52	33.33	(14.19)	290.15	233.31	(56.84)	(24.36)
6160 - Exterminating Contract	0.00	145.00	145.00	424.92	435.00	10.08	2.31
6165 - Heat & A/C Repairs	420.00	83.33	(336.67)	1,720.86	583.31	(1,137.55)	(195.01)
6171 - Security System Phone	48.15	44.00	(4.15)	283.71	305.00	21.29	6.98
Total Maintenance & Repairs	1,730.44	1,013.32	(717.12)	11,214.16	9,407.24	(1,806.92)	(19.20)
Management Fees							
6315 - Management Fees	1,632.00	1,632.00	0.00	11,220.00	11,424.00	204.00	1.78
Total Management Fees	1,632.00	1,632.00	0.00	11,220.00	11,424.00	204.00	1.78

MYSA HOUSE
Budget Comparison
July 31, 2022

	Month Ending 07/31/2022			Year to Date 07/31/2022				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Taxes & Insurance								
6410 - Real Estate Taxes	0.00	0.00	0.00	0.00	13,664.00	13,599.00	(65.00)	(0.47)
6421 - Minnesota Minimum Fee	0.00	0.00	0.00	0.00	640.00	630.00	(10.00)	(1.58)
6422 - Rental License	0.00	0.00	0.00	0.00	0.00	159.00	159.00	100.00
6425 - Property Insurance	0.00	0.00	0.00	0.00	16,579.81	14,017.00	(2,562.81)	(18.28)
6430 - Fidelity Coverage	0.00	0.00	0.00	0.00	652.88	0.00	(652.88)	(100.00)
6570 - MHFA Annual Fee	0.00	0.00	0.00	0.00	720.00	0.00	(720.00)	(100.00)
6571 - MHFA LIRC Fee	0.00	0.00	0.00	0.00	150.00	150.00	0.00	0.00
6572 - MHFA Annual Compliance Fee	0.00	0.00	0.00	0.00	0.00	720.00	720.00	100.00
Total Taxes & Insurance	0.00	0.00	0.00	0.00	32,406.69	29,275.00	(3,131.69)	(10.69)
Total Operating Expenses	8,785.38	9,862.00	1,076.62	10.91	101,204.87	102,956.00	1,751.13	1.70
Net Operating Income (Loss)	8,561.67	18,892.00	(10,330.33)	(54.68)	16,761.58	45,266.00	(28,504.42)	(62.97)
Non-Operating Expenses								
Capital Expenditures								
6190 - Capital Expenditures	0.00	83.00	83.00	100.00	0.00	581.00	581.00	100.00
6191 - Cap Exp - Appliances	0.00	184.00	184.00	100.00	0.00	1,288.00	1,288.00	100.00
6192 - Cap Exp - Flooring	0.00	250.00	250.00	100.00	0.00	1,750.00	1,750.00	100.00
6193 - Cap Exp - Heat and A/C	0.00	75.00	75.00	100.00	0.00	525.00	525.00	100.00
6194 - Cap Exp - Bldg Interior	0.00	33.00	33.00	100.00	0.00	231.00	231.00	100.00
Total Capital Expenditures	0.00	625.00	625.00	100.00	0.00	4,375.00	4,375.00	100.00
Debt Services								
6560 - Mortgage Interest	1,867.00	1,867.33	0.33	0.01	13,123.26	13,125.36	2.10	0.01
Total Debt Services	1,867.00	1,867.33	0.33	0.01	13,123.26	13,125.36	2.10	0.01
Other Non-Operating Expenses								
6565 - Security Deposit Interest Liability	13.54	14.00	0.46	3.28	91.15	98.00	6.85	6.98
6578 - Finance Chgs/Service Fees	0.00	0.00	0.00	0.00	10.00	0.00	(10.00)	(100.00)
Total Other Non-Operating Expenses	13.54	14.00	0.46	3.28	101.15	98.00	(3.15)	(3.21)
Total Non-Operating Expenses	1,880.54	2,506.33	625.79	24.96	13,224.41	17,598.36	4,373.95	24.85
Net Income (Loss)	6,681.13	16,385.67	(9,704.54)	(59.22)	3,537.17	27,667.64	(24,130.47)	(87.21)

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
1000 - Operating Checking (Balance Forward As of 07/01/2022)											
07/01/2022	07/01/2022	20889	AP Pymt - Minnesota Housing Account- ing		MYS188		44155	DB		7,419.33	15,424.64
07/01/2022	07/01/2022		Operating Checking		MYS188		20885	OARA	750.00		8,755.31
07/02/2022	07/02/2022		Operating Checking		MYS188		20867	OARA	217.00		8,972.31
07/05/2022	07/05/2022		Operating Checking		MYS188		20790	OARA	1,008.00		9,980.31
07/06/2022	07/06/2022	20890	AP Pymt - Adam's Pest Control, Inc.		MYS188		44571	DB		144.96	9,835.35
07/06/2022	07/06/2022	20891	AP Pymt - DW Jones Management - Mgmt Fee		MYS188		44572	DB		1,632.00	8,203.35
07/06/2022	07/06/2022	20892	AP Pymt - DW Jones Management - Payroll		MYS188		44573	DB		1,344.49	6,858.86
07/06/2022	07/06/2022	20893	AP Pymt - DW Jones Management - Site		MYS188		44574	DB		436.89	6,421.97
07/06/2022	07/06/2022	20894	AP Pymt - Mora Municipal Utilities		MYS188		44575	DB		400.52	6,021.45
07/07/2022	07/07/2022		Operating Checking		MYS188		20945	OARA	239.00		6,260.45
07/11/2022	07/11/2022	134	Listed noise on CT Deposit only 1 check deposited		MYS188		21103	OARA	9,537.00		15,797.45
07/12/2022	07/12/2022		Operating Checking		MYS188		21391	OARA	6,100.00		15,047.45
07/13/2022	07/13/2022	20895	AP Pymt - CTC spiltis		MYS188		45487	DB		4.05	21,143.40
07/13/2022	07/13/2022	20896	AP Pymt - Midcontinent Communica- tions		MYS188		45488	DB		363.06	20,780.34
07/13/2022	07/13/2022	20897	AP Pymt - Scott's Lawn & Landscapes		MYS188		45489	DB		322.19	20,458.15
07/13/2022	07/13/2022	20898	AP Pymt - VERIZON WIRELESS SPLITS		MYS188		45490	DB		29.24	20,428.91
07/20/2022	07/20/2022	20899	AP Pymt - Beard Electric, LLC		MYS188		46140	DB		407.07	20,027.84
07/20/2022	07/20/2022	20900	AP Pymt - CTC spiltis		MYS188		46141	DB		8.29	20,019.55
07/20/2022	07/20/2022	20901	AP Pymt - Culligan of Pine City		MYS188		46142	DB		152.85	19,866.70
07/20/2022	07/20/2022	20902	AP Pymt - DW Jones Management - Payroll		MYS188		46143	DB		1,303.00	18,567.70
07/20/2022	07/20/2022	20903	AP Pymt - East Central Energy		MYS188		46144	DB		488.72	18,088.98
07/20/2022	07/20/2022	20904	AP Pymt - George Hampey		MYS188		46145	DB		152.08	17,936.90
07/20/2022	07/20/2022	20905	AP Pymt - M & H Appliance Sales & Service		MYS188	141-208	46146	DB		294.15	17,682.75
07/20/2022	07/20/2022	20906	AP Pymt - Minnesota Energy Resources		MYS188		46147	DB		230.13	17,452.62
07/20/2022	07/20/2022	20907	AP Pymt - Quality Disposal Systems		MYS188		46148	DB		139.79	17,312.83
07/20/2022	07/20/2022	1392445	Other Receipt: rebate		MYS188		1312	CR			17,497.71
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware		MYS188		46855	DB	184.88		17,350.10
07/27/2022	07/27/2022	20909	AP Pymt - George Hampey		MYS188		46856	DB		147.61	17,193.63
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communica- tions		MYS188		46857	DB		366.51	16,807.12
07/27/2022	07/27/2022	20911	AP Pymt - Mora HRA		MYS188		46858	DB		420.00	16,387.12
07/27/2022	07/27/2022		Operating Checking		MYS188		22066	OARA	2.00		16,385.12
07/28/2022	07/28/2022	20912	AP Pymt - DW Jones Management - Payroll		MYS188		46891	DB		1,430.31	14,954.81
07/28/2022	07/28/2022	20913	AP Pymt - Bank Forward - Visa Bank Service Charge		MYS188		46987	DB		3.61	14,952.20
07/29/2022	07/29/2022		Bank Service Charge		MYS188		47590	DB		7.50	14,947.70
Totals for 1000 - Operating Checking											
Net Change for 1000 - Operating Checking									18,037.88	18,514.82	(476.94)
1002 - Security Deposit Checking (Balance Forward As of 07/01/2022)											
Totals for 1002 - Security Deposit Checking											
Net Change for 1002 - Security Deposit Checking									2.68	0.00	16,870.92
1004 - Operating Savings (Balance Forward As of 07/01/2022)											
Totals for 1004 - Operating Savings											
Net Change for 1004 - Operating Savings									4.09	0.00	25,707.78

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 1004 - Operating Savings											
Net Change for 1004 - Operating Savings											
									4.09	0.00	25,711.87
											4.09
1005 - Operating Reserves (Balance Forward As of 07/01/2022)											
			Fifth 3rd Bank July Op Res Interest				10423	GJ	53.40	0.00	86,410.49
Totals for 1005 - Operating Reserves											
Net Change for 1005 - Operating Reserves											
									53.40	0.00	86,463.89
											53.40
1010 - Petty Cash (Balance Forward As of 07/01/2022)											
Totals for 1010 - Petty Cash											
Net Change for 1010 - Petty Cash											
									0.00	0.00	150.00
											150.00
											0.00
1100 - Accts Rec - Tenants (Balance Forward As of 07/01/2022)											
			Accts Rec - Tenants		MYS188		20585	OARA	16,146.31		0.00
			Accts Rec - Tenants		MYS188		20585	OARA		217.00	16,146.31
			Accts Rec - Tenants		MYS188		20780	OARA		272.00	15,928.31
			Accts Rec - Tenants		MYS188		20938	OARA		295.00	15,667.31
			Accts Rec - Tenants		MYS188		20789	OARA		735.00	14,918.31
			Accts Rec - Tenants		MYS188		21103	OARA		8,593.31	14,693.31
			Accts Rec - Tenants		MYS188		21391	OARA		6,100.00	6,100.00
Totals for 1100 - Accts Rec - Tenants											
Net Change for 1100 - Accts Rec - Tenants											
									16,146.31		0.00
											0.00
1300 - Furniture and Fixtures (Balance Forward As of 07/01/2022)											
Totals for 1300 - Furniture and Fixtures											
Net Change for 1300 - Furniture and Fixtures											
									0.00	0.00	614,552.00
											614,552.00
											0.00
1305 - Equipment (Balance Forward As of 07/01/2022)											
Totals for 1305 - Equipment											
Net Change for 1305 - Equipment											
									0.00	0.00	330,647.00
											330,647.00
											0.00
1306 - Accumulated Depreciation Equipment (Balance Forward As of 07/01/2022)											
Totals for 1306 - Accumulated Depreciation Equipment											
Net Change for 1306 - Accumulated Depreciation Equipment											
									0.00	0.00	(644,625.00)
											(644,625.00)
											0.00
1310 - Building (Balance Forward As of 07/01/2022)											
Totals for 1310 - Building											
Net Change for 1310 - Building											
									0.00	0.00	2,807,254.00
											2,807,254.00
											0.00
1311 - Accumulated Depreciation Building (Balance Forward As of 07/01/2022)											
Totals for 1311 - Accumulated Depreciation Building											
Net Change for 1311 - Accumulated Depreciation Building											
									0.00	0.00	(273,979.00)
											(273,979.00)
											0.00
1315 - Land (Balance Forward As of 07/01/2022)											
Totals for 1315 - Land											
Net Change for 1315 - Land											
									0.00	0.00	501,491.00
											501,491.00
											0.00
1321 - Accumulated Depreciation Land Improvements (Balance Forward As of 07/01/2022)											
Totals for 1321 - Accumulated Depreciation Land Improvements											
Net Change for 1321 - Accumulated Depreciation Land Improvements											
									0.00	0.00	(121,849.00)
											(121,849.00)
											0.00
1330 - Replacement Reserve (Balance Forward As of 07/01/2022)											
					MYS188		50042	APA	650.00		22,418.15
											23,068.15

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt	Doc Dt	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 1330 - Replacement Reserve Net Change for 1330 - Replacement Reserve											
			pmt. July 2022 counting: 1269689-MH pmt July 2022						650.00	0.00	23,068.15
											650.00
1340 - Escrow Property Taxes (Balance Forward As of 07/01/2022) 07/01/2022 1269689-MH AP Invoice - Minnesota Housing Ac- counting: 1269689-MH pmt July 2022											
			pmt. July 2022 counting: 1269689-MH pmt July 2022		MYS188	APA	50042		2,289.00		4,518.00
									2,289.00	0.00	6,807.00
Totals for 1340 - Escrow Property Taxes Net Change for 1340 - Escrow Property Taxes											
									2,289.00	0.00	6,807.00
											2,289.00
1345 - Escrow Insurance (Balance Forward As of 07/01/2022) 07/01/2022 1269689-MH AP Invoice - Minnesota Housing Ac- counting: 1269689-MH pmt July 2022											
			pmt. July 2022 counting: 1269689-MH pmt July 2022		MYS188	APA	50042		1,827.00		3,795.22
									1,827.00	0.00	5,622.22
Totals for 1345 - Escrow Insurance Net Change for 1345 - Escrow Insurance											
									1,827.00	0.00	5,622.22
											1,827.00
1360 - Escrow FHA Insurance (Balance Forward As of 07/01/2022) 07/01/2022 1269689-MH AP Invoice - Minnesota Housing Ac- counting: 1269689-MH pmt July 2022											
			pmt. July 2022 counting: 1269689-MH pmt July 2022		MYS188	APA	50042		50.00		74.10
									50.00	0.00	124.10
Totals for 1360 - Escrow FHA Insurance Net Change for 1360 - Escrow FHA Insurance											
									50.00	0.00	124.10
											50.00
1400 - Financing Fees (Balance Forward As of 07/01/2022) Net Change for 1400 - Financing Fees											
									0.00	0.00	151,074.00
									0.00	0.00	151,074.00
											0.00
1410 - Loan Fees (Balance Forward As of 07/01/2022) Net Change for 1410 - Loan Fees											
									0.00	0.00	26,308.50
									0.00	0.00	26,308.50
											0.00
1411 - Accumulated Amortization Loan Fees (Balance Forward As of 07/01/2022) Net Change for 1411 - Accumulated Amortization Loan Fees											
									0.00	0.00	(16,317.00)
									0.00	0.00	(16,317.00)
											0.00
2003 - Prepaid Rents (Balance Forward As of 07/01/2022) 07/01/2022 Prepaid Rents 07/01/2022 Prepaid Rents 07/02/2022 Prepaid Rents 07/02/2022 Prepaid Rents 07/03/2022 Prepaid Rents 07/03/2022 Prepaid Rents 07/04/2022 Prepaid Rents 07/05/2022 Prepaid Rents 07/05/2022 Prepaid Rents 07/06/2022 Prepaid Rents 07/07/2022 Prepaid Rents 07/11/2022 134 Listed twice on CT Deposit only 1 check deposited 07/27/2022 Prepaid Rents											
					MYS188	OARA	20585		205.69		(303.69)
					MYS188	OARA	20666		217.00		(98.00)
					MYS188	OARA	20667		217.00	217.00	119.00
					MYS188	OARA	20788		272.00		(98.00)
					MYS188	OARA	20938		238.00		174.00
					MYS188	OARA	20789		735.00		413.00
					MYS188	OARA	20780			1,008.00	1,148.00
					MYS188	OARA	20945				140.00
					MYS188	OARA	21103		750.00		(99.00)
					MYS188	OARB	21031				(1,062.89)
					MYS188	OARA	22066		2,418.69	2,419.69	(304.69)
											(1.00)
Totals for 2003 - Prepaid Rents Net Change for 2003 - Prepaid Rents											
									2,418.69	401.07	(4,648.16)
									7,419.33		(5,049.23)
											2,370.10
2005 - Accounts Payable (Balance Forward As of 07/01/2022) 07/01/2022 AP Invoice - Derd Electric, LLC 07/01/2022 AP Pymt - Minnesota Housing Account- ing: 1269689-MH pmt July 2022											
					MYS188	APA	52655				(4,648.16)
					MYS188	DB	44155				(5,049.23)

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
07/01/2022	07/01/2022	306529	AP Invoice - Ace Hardware		MYS188		52861	APA		6.43	2,363.87
07/01/2022	07/01/2022	306579	AP Invoice - Ace Hardware		MYS188		52862	APA		40.78	2,322.89
07/01/2022	07/01/2022	306753	AP Invoice - Ace Hardware		MYS188		52865	APA		7.50	2,315.39
07/01/2022	07/01/2022	306835	AP Invoice - Ace Hardware		MYS188		52860	APA		74.86	2,240.73
07/01/2022	07/01/2022	306837	AP Invoice - Ace Hardware		MYS188		52859	APA		13.24	2,222.49
07/01/2022	07/01/2022	9909678398	AP Invoice - VERIZON WIRELESS SPLITS		MYS188		51895	APA		29.24	2,193.25
07/01/2022	07/01/2022	1149708-06302	AP Invoice - Quality Disposal Systems		MYS188		52656	APA		139.79	2,053.46
07/01/2022	07/01/2022	1269689-MH	AP Invoice - Minnesota Housing Ac- counting		MYS188		50042	APA		7,419.33	(5,365.87)
07/01/2022	07/01/2022	301X01058600	AP Invoice - Culligan of Pine City		MYS188		52657	APA		152.85	(5,518.72)
07/01/2022	07/01/2022	ADJD:1072	AP Adjust - DW Jones Management - Payroll: UE Tax Credit		MYS188		52250	APA	92.47		(5,426.25)
07/01/2022	07/01/2022	SV00905666	AP Invoice - M & H Appliance Sales & Service		MYS188	141-208	52629	APA		254.15	(5,680.40)
07/02/2022	07/02/2022	207432300-070	AP Invoice - East Central Energy		MYS188		52349	APA		468.72	(6,149.12)
07/06/2022	07/06/2022	20890	AP Pymt - Adam's Pest Control, Inc.;		MYS188		44571	DB	144.96		(6,004.16)
07/06/2022	07/06/2022	20891	AP Pymt - DW Jones Management - Mgmt Fee: Mgmt Fee 6/30/2022		MYS188		44572	DB	1,632.00		(4,372.16)
07/06/2022	07/06/2022	20892	AP Pymt - DW Jones Management - Payroll: Payroll 06/13/2022 - 06/26/2022		MYS188		44573	DB	1,344.48		(3,027.87)
07/06/2022	07/06/2022	20893	AP Pymt - DW Jones Management - Site: Site Payroll June 2022		MYS188		44574	DB	436.89		(2,590.78)
07/06/2022	07/06/2022	20894	AP Pymt - Mora Municipal Utilities;		MYS188		44575	DB	400.52		(2,190.26)
07/10/2022	07/10/2022	\$ 18	09-03001411-00-3-06152022-4-36 AP Invoice - DW Jones Management - Payroll: Payroll 06/27/2022 - 07/10/2022		MYS188		52029	APA		1,401.47	(3,591.73)
07/11/2022	07/11/2022	7509934-00-01-071120	AP Invoice - Minnesota Energy Re- sources		MYS188		52261	APA		230.13	(3,821.86)
07/12/2022	07/12/2022	05122	AP Invoice - CTC splits		MYS188		52708	APA		8.29	(3,830.15)
07/12/2022	07/12/2022	PC-	AP Invoice - George Hampey		MYS188		52457	APA		131.78	(3,961.93)
07/13/2022	07/13/2022	20895	AP Pymt - CTC splits: 21057173-phone		MYS188		45487	DB	4.05		(3,957.88)
07/13/2022	07/13/2022	20896	AP Pymt - Midcontinent Communica- tions: 16761170112721-cable		MYS188		45488	DB	106.90		(3,850.98)
07/13/2022	07/13/2022	20896	AP Pymt - Midcontinent Communica- tions: 16761170112721-elevator phone		MYS188		45488	DB	38.20		(3,812.78)
07/13/2022	07/13/2022	20896	AP Pymt - Midcontinent Communica- tions: 16761170112721-fire alarm		MYS188		45488	DB	37.79		(3,774.99)
07/13/2022	07/13/2022	20896	AP Pymt - Midcontinent Communica- tions: 16761170112721-internet		MYS188		45488	DB	105.00		(3,669.99)
07/13/2022	07/13/2022	20897	AP Pymt - Scott's Lawn & Landscapes;		MYS188		45489	DB	75.17		(3,594.82)
07/13/2022	07/13/2022	20898	AP Pymt - VERIZON WIRELESS 8851-lawr application		MYS188		45490	DB	322.19		(3,272.63)
07/13/2022	07/13/2022	16761170112727	AP Invoice - Midcontinent Communica- tions		MYS188		53077	DB	29.24		(3,243.39)
07/15/2022	07/15/2022	09-03001411-00-AP	AP Invoice - Mora Municipal Utilities		MYS188		53728	APA		386.51	(3,629.90)
07/18/2022	07/18/2022	PC-	AP Invoice - George Hampey		MYS188		53124	APA		156.47	(4,617.24)

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
07/19/2022	07/19/2022	07162022-MYS188	AP Invoice - BRAINERD ACE HARD-WARE		MYS188		55726	APA		1.27	(4,774.96)
07/19/2022	07/19/2022	PC-07192022-MYS188	AP Invoice - George Hampey		MYS188		52456	APA		20.30	(4,795.26)
07/20/2022	07/20/2022	20899	AP Pymt - Beid Electric, LLC; 12018-install exit sign/GFCI light pole		MYS188		46140	DB	401.07		(4,394.21)
07/20/2022	07/20/2022	20900	AP Pymt - CTC spalls; 21073967-phone		MYS188		46141	DB	8.29		(4,385.92)
07/20/2022	07/20/2022	20901	AP Pymt - Culligan of Pine City; 301X01058600-solar salt		MYS188		46142	DB	152.86		(4,233.07)
07/20/2022	07/20/2022	20902	AP Pymt - DW Jones Management - Payroll; Payroll 06/27/2022 - 07/10/2022		MYS188		46143	DB	1,309.00		(2,924.07)
07/20/2022	07/20/2022	20903	AP Pymt - East Central Energy; 207432300-07022022		MYS188		46144	DB	468.72		(2,455.35)
07/20/2022	07/20/2022	20904	AP Pymt - George Hampey; PC-emergency light		MYS188		46145	DB	40.77		(2,414.58)
07/20/2022	07/20/2022	20904	AP Pymt - George Hampey; PC-exit light		MYS188		46145	DB	42.41		(2,372.17)
07/20/2022	07/20/2022	20904	AP Pymt - George Hampey; crafts/plates/napkins		MYS188		46145	DB	20.30		(2,351.87)
07/20/2022	07/20/2022	20904	AP Pymt - George Hampey; PC-gas		MYS188		46145	DB	48.60		(2,303.27)
07/20/2022	07/20/2022	20905	AP Pymt - M & H Appliance Sales & Service; SV0905866- fridge repairs		MYS188	141-208	46146	DB	254.15		(2,049.12)
07/20/2022	07/20/2022	20906	AP Pymt - Minnesota Energy Re-sources; 0617509934-00001-07112022		MYS188		46147	DB	230.13		(1,818.99)
07/20/2022	07/20/2022	20907	AP Pymt - Quality Disposal Systems; 1149708-garbage service		MYS188		46148	DB	139.79		(1,679.20)
07/22/2022	07/22/2022	MH-05-22-BO	AP Invoice - Mora HRA		MYS188		53038	APA		420.00	(2,099.20)
07/24/2022	07/24/2022	S188	AP Invoice - DW Jones Management - Payroll; Payroll 07/11/2022 - 07/24/2022		MYS188		53369	APA		1,430.31	(3,529.51)
07/25/2022	07/25/2022	307886	AP Invoice - BRAINERD ACE HARD-WARE		MYS188		55725	APA		1.03	(3,530.54)
07/25/2022	07/25/2022	9811699733	AP Invoice - VERIZON WIRELESS SPLIT; 9811999733		MYS188		54761	APA		29.52	(3,560.06)
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware; 306529-ant killer		MYS188		46655	DB	6.43		(3,566.49)
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware; 306753-roundup		MYS188		46655	DB	7.50		(3,573.99)
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware; 306535-burners/batteries		MYS188		46655	DB	74.66		(3,471.47)
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware; 306837-battery		MYS188		46655	DB	18.24		(3,463.23)
07/27/2022	07/27/2022	20908	AP Pymt - Ace Hardware; 306578-gopher poison/mosquito tabs		MYS188		46655	DB	40.78		(3,412.45)
07/27/2022	07/27/2022	20908	AP Pymt - George Hampey; PC-coffee pot/eva player		MYS188		46656	DB	107.84		(3,304.61)
07/27/2022	07/27/2022	20909	AP Pymt - George Hampey; PC-envelopes		MYS188		46656	DB	2.14		(3,302.47)
07/27/2022	07/27/2022	20909	AP Pymt - George Hampey; PC-cleaning supplies		MYS188		46656	DB	48.49		(3,253.98)
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communications; 16761170112778-cable		MYS188		46657	DB	106.90		(3,149.08)
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communications; 16761170112778-elevator phone		MYS188		46657	DB	45.30		(3,103.78)
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communications; 16761170112778-entry		MYS188		46657	DB	48.15		(3,055.63)

MYS188-MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt	Doc Dt	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance	
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communications: 15761170112778-fire alarm		MYS188		46657	DB	80.74		(2,974.89)	
07/27/2022	07/27/2022	20910	AP Pymt - Midcontinent Communications: 15761170112778-internet		MYS188		46657	DB	105.42		(2,869.47)	
07/27/2022	07/27/2022	20911	AP Pymt - Mora HRA - MH-05-22-BO-boiler service fee		MYS188		46658	DB	420.00		(2,449.47)	
07/28/2022	07/28/2022	20912	AP Pymt - DW Jones Management - Payroll: Payroll 07/11/2022 - 07/24/2022		MYS188		46891	DB	1,430.31		(1,019.16)	
07/28/2022	07/28/2022	20913	AP Pymt - Bank Forward - Visa: 4475-CJUB training		MYS188		46987	DB	0.98		(1,018.18)	
07/28/2022	07/28/2022	20913	AP Pymt - Bank Forward - Visa: 4475-Holiday-water/soda training		MYS188		46987	DB	0.52		(1,017.66)	
07/28/2022	07/28/2022	20913	AP Pymt - Bank Forward - Visa: 4475-Calhou-CT training		MYS188		46987	DB	2.11		(1,015.55)	
07/28/2022	07/28/2022	4475-Bettl-0728	AP Invoice - Bank Forward - Visa		MYS188		59453	APA		3.61	(1,019.16)	
07/31/2022	07/31/2022	19588	AP Invoices - DW Jones Management - Mgmt Fee: Mgmt Fee 7/31/2022		MYS188		54586	APA	1,632.00		(2,651.16)	
07/31/2022	07/31/2022	07312022-MYS188	AP Invoices - DW Jones Management - Site: Site Payroll: July 2022		MYS188		54628	APA	436.89		(3,088.05)	
Totals for 2005 - Accounts Payable												
Net Change for 2005 - Accounts Payable										17,849.79	16,289.68	(3,088.05)
Totals for 2007 - Accrued Interest												
Net Change for 2007 - Accrued Interest										0.00	0.00	0.00
2010 - Security Deposits (Balance Forward As of 07/01/2022)												
07/31/2022	07/31/2022		July 2022 Sec Dep Liab Interest		MYS188		10422	GJ	0.00	13.54	(16,774.57)	
Totals for 2010 - Security Deposits												
Net Change for 2010 - Security Deposits										0.00	13.54	(16,788.11)
2265 - Accrued Partnership Mgmt. Fee (Balance Forward As of 07/01/2022)												
Totals for 2265 - Accrued Partnership Mgmt. Fee												
Net Change for 2265 - Accrued Partnership Mgmt. Fee										0.00	0.00	(64,800.00)
2270 - Accrued Investor Service Fee (Balance Forward As of 07/01/2022)												
Totals for 2270 - Accrued Investor Service Fee												
Net Change for 2270 - Accrued Investor Service Fee										0.00	0.00	(2,049.00)
2300 - Mortgage Payables - MHFA (Balance Forward As of 07/01/2022)												
07/01/2022	07/01/2022		1269689-MH AP Invoice - Minnesota Housing Ac-pmt July 2022		MYS188		50042	APA	736.33		(527,153.73)	
Totals for 2300 - Mortgage Payables - MHFA												
Net Change for 2300 - Mortgage Payables - MHFA										736.33	0.00	(526,417.40)
2305 - Mortgage Payable - MHFA Sr. Pilot (Balance Forward As of 07/01/2022)												
Totals for 2305 - Mortgage Payable - MHFA Sr. Pilot												
Net Change for 2305 - Mortgage Payable - MHFA Sr. Pilot										0.00	0.00	(1,000,000.00)
2310 - Mortgages Payable - GMHF (Balance Forward As of 07/01/2022)												
Totals for 2310 - Mortgages Payable - GMHF												
Net Change for 2310 - Mortgages Payable - GMHF										0.00	0.00	(535,000.00)

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt	Doc Dt	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
2315 - Mortgages Payable - Deferred (Balance Forward As of 07/01/2022) Totals for 2315 - Mortgages Payable - Deferred Net Change for 2315 - Mortgages Payable - Deferred											
									0.00	0.00	(500,000.00)
									0.00	0.00	(500,000.00)
2320 - Mortgages Payable - MHFA FFCC Loan (Balance Forward As of 07/01/2022) Totals for 2320 - Mortgages Payable - MHFA FFCC Loan Net Change for 2320 - Mortgages Payable - MHFA FFCC Loan											
									0.00	0.00	(596,064.00)
									0.00	0.00	(596,064.00)
									0.00	0.00	0.00
2465 - Deferred Developer Fee (Balance Forward As of 07/01/2022) Totals for 2465 - Deferred Developer Fee Net Change for 2465 - Deferred Developer Fee											
									0.00	0.00	(87,068.93)
									0.00	0.00	(87,068.93)
									0.00	0.00	0.00
3000 - Retained Earnings (Balance Forward As of 07/01/2022) Totals for 3000 - Retained Earnings Net Change for 3000 - Retained Earnings											
									0.00	0.00	984,193.78
									0.00	0.00	984,193.78
									0.00	0.00	0.00
3250 - Limited Partner Capital (Balance Forward As of 07/01/2022) Totals for 3250 - Limited Partner Capital Net Change for 3250 - Limited Partner Capital											
									0.00	0.00	(1,201,519.00)
									0.00	0.00	(1,201,519.00)
									0.00	0.00	0.00
4000 - Rental Income (Balance Forward As of 07/01/2022) Totals for 4000 - Rental Income Net Change for 4000 - Rental Income											
					MYS188		20585	OARA	0.00	11,138.00	(69,345.00)
									0.00	11,138.00	(80,483.00)
									0.00	0.00	(80,483.00)
									0.00	0.00	(11,138.00)
4001 - Rental Assistance (Balance Forward As of 07/01/2022) Totals for 4001 - Rental Assistance Net Change for 4001 - Rental Assistance											
					MYS188		20585	OARA	0.00	6,100.00	(34,260.00)
									0.00	6,100.00	(40,360.00)
									0.00	0.00	(40,360.00)
									0.00	0.00	(6,100.00)
4002 - Garage Rent (Balance Forward As of 07/01/2022) Totals for 4002 - Garage Rent Net Change for 4002 - Garage Rent											
					MYS188		20585	OARA	0.00	660.00	(3,960.00)
									0.00	660.00	(4,620.00)
									0.00	0.00	(4,620.00)
									0.00	0.00	(660.00)
4012 - Interest Security Deposit (Balance Forward As of 07/01/2022) Totals for 4012 - Interest Security Deposit Net Change for 4012 - Interest Security Deposit											
					MYS188		47590	DB	0.00	2.68	(13.34)
									0.00	2.68	(16.02)
									0.00	0.00	(16.02)
									0.00	0.00	(2.68)
4014 - Interest Operating Svgs (Balance Forward As of 07/01/2022) Totals for 4014 - Interest Operating Svgs Net Change for 4014 - Interest Operating Svgs											
					MYS188		47590	DB	0.00	4.09	(21.13)
									0.00	4.09	(25.22)
									0.00	0.00	(25.22)
									0.00	0.00	(4.09)
4016 - Interest Operating Reserves (Balance Forward As of 07/01/2022) Totals for 4016 - Interest Operating Reserves Net Change for 4016 - Interest Operating Reserves											
					MYS188		10423	GJ	0.00	53.40	(53.63)
									0.00	53.40	(107.03)
									0.00	0.00	(107.03)
									0.00	0.00	(53.40)
4090 - Interest Income ~ Reserves (Balance Forward As of 07/01/2022) Totals for 4090 - Interest Income ~ Reserves Net Change for 4090 - Interest Income ~ Reserves											
									0.00	0.00	(78.98)
									0.00	0.00	(78.98)
									0.00	0.00	0.00

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
4099 - Other Income (Balance Forward As of 07/01/2022)											
07/20/2022	07/20/2022	1392445	Other Receipt: rebate		MYS188		1312	CR	0.00	184.88	(850.32)
Totals for 4099 - Other Income											(1,035.20)
Net Change for 4099 - Other Income											184.88
4500 - Vacancies (Balance Forward As of 07/01/2022)											
Totals for 4500 - Vacancies											2,789.00
Net Change for 4500 - Vacancies											0.00
4550 - Loss to Lease (Balance Forward As of 07/01/2022)											
07/01/2022	07/01/2022		Loss to Lease		MYS188		20585	OARA	16.00	0.00	544.00
Totals for 4550 - Loss to Lease											560.00
Net Change for 4550 - Loss to Lease											16.00
4700 - Resident Mgr Free Rent (Balance Forward As of 07/01/2022)											
07/01/2022	07/01/2022		Resident Mgr Free Rent		MYS188		20585	OARA	780.00	0.00	4,660.00
Totals for 4700 - Resident Mgr Free Rent											5,460.00
Net Change for 4700 - Resident Mgr Free Rent											780.00
4995 - Application Fees (Balance Forward As of 07/01/2022)											
Totals for 4995 - Application Fees											(50.00)
Net Change for 4995 - Application Fees											0.00
6110 - Maint/Repairs Payroll (Balance Forward As of 07/01/2022)											
07/10/2022	07/10/2022		AP Invoice - DW Jones Management - Payroll: Payroll 06/27/2022 - 07/10/2022		MYS188		52029	APA		360.00	11,857.88
07/10/2022	07/10/2022	188	AP Invoice - DW Jones Management - Payroll: Payroll 06/27/2022 - 07/10/2022		MYS188		52029	APA	1,195.74		11,497.88
07/24/2022	07/24/2022	188	AP Invoice - DW Jones Management - Payroll: Payroll 06/27/2022 - 07/10/2022		MYS188		53369	APA		360.00	12,693.62
07/24/2022	07/24/2022	S188	AP Invoice - DW Jones Management - Payroll: Payroll 07/11/2022 - 07/24/2022		MYS188		53369	APA	1,222.92		12,333.62
07/24/2022	07/24/2022	S188	AP Invoice - DW Jones Management - Payroll: Payroll 07/11/2022 - 07/24/2022		MYS188		53369	APA		720.00	13,556.54
Totals for 6110 - Maint/Repairs Payroll											13,556.54
Net Change for 6110 - Maint/Repairs Payroll											1,698.66
6115 - Maint/Repairs Supply (Balance Forward As of 07/01/2022)											
07/01/2022	07/01/2022	306529	AP Invoice - Ace Hardware: 306525-ant killer		MYS188		52861	APA	6.43		944.95
07/01/2022	07/01/2022	306835	AP Invoice - Ace Hardware: 306835-burners/batteries		MYS188		52860	APA	74.66		951.38
07/01/2022	07/01/2022	306837	AP Invoice - Ace Hardware: 306837-battery		MYS188		52859	APA	18.24		1,026.04
07/01/2022	07/01/2022	301X01058600	AP Invoice - Culligan of Pine City: 301X01058600-solar salt		MYS188		52657	APA	152.85		1,044.28
07/12/2022	07/12/2022	PC-188	AP Invoice - George Hampey: PC-07122022-MYS emergency light		MYS188		52457	APA	40.77		1,197.13
07/12/2022	07/12/2022	PC-188	AP Invoice - George Hampey: PC-exit light		MYS188		52457	APA	42.41		1,237.90
07/12/2022	07/12/2022	307703	AP Invoice - BRAINERD ACE HARDWARE: 307703-batteries		MYS188		56726	APA	1.27		1,280.31
07/19/2022	07/19/2022	307703	AP Invoice - BRAINERD ACE HARDWARE: 307703-batteries		MYS188		56726	APA	336.63		1,281.58
Totals for 6115 - Maint/Repairs Supply											1,281.58
Net Change for 6115 - Maint/Repairs Supply											336.63

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
07/01/2022	07/01/2022	SV00905866	6120 - General Repairs (Balance Forward As of 07/01/2022) AP Invoice - M & H Appliance Sales & Service: SY00905866-ridge repairs		MYS188	141-208	52629	APA	254.15		689.28 943.43
			Totals for 6120 - General Repairs						254.15	0.00	943.43 254.15
			6125 - Painting & Decorating (Balance Forward As of 07/01/2022)						0.00	0.00	52.14 52.14 0.00
			Totals for 6125 - Painting & Decorating						0.00	0.00	441.68 441.68 0.00
			6130 - Snow removal (Balance Forward As of 07/01/2022)						0.00	0.00	965.16 965.16 0.00
			Totals for 6130 - Snow removal						0.00	0.00	2,900.51 2,900.51 0.00
			6135 - Elevator Maint.Contract (Balance Forward As of 07/01/2022)						0.00	0.00	228.75 274.05
			Totals for 6135 - Elevator Maint.Contract						0.00	0.00	274.05 45.30
			6136 - Elevator Maintenance/Repairs (Balance Forward As of 07/01/2022)						0.00	0.00	586.91 987.98
			Totals for 6136 - Elevator Maintenance/Repairs						0.00	0.00	1,028.76
			6137 - Elevator Phone (Balance Forward As of 07/01/2022)						0.00	0.00	1,036.26
			Totals for 6137 - Elevator Phone						0.00	0.00	1,084.86
			6140 - Grounds Maintenance (Balance Forward As of 07/01/2022)						45.30		1,084.86 497.95
			Totals for 6140 - Grounds Maintenance						45.30	0.00	1,084.86 497.95
			6147 - Fire Alarm Contract/Repairs (Balance Forward As of 07/01/2022)						80.74		470.37 551.11
			Totals for 6147 - Fire Alarm Contract/Repairs						80.74	0.00	551.11 80.74
			6150 - Janitor Supplies (Balance Forward As of 07/01/2022)						46.49		242.63 289.12
			Totals for 6150 - Janitor Supplies						46.49		289.12 1.03

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 6150 - Janitor Supplies											
Net Change for 6150 - Janitor Supplies											
									47.52	0.00	290.15
											47.52
6160 - Exterminating Contract (Balance Forward As of 07/01/2022)											
Totals for 6160 - Exterminating Contract											
Net Change for 6160 - Exterminating Contract											
									0.00	0.00	424.92
											424.92
6165 - Heat & A/C Repairs (Balance Forward As of 07/01/2022)											
											1,300.86
											1,720.86
											1,720.86
									420.00	0.00	420.00
											420.00
Totals for 6165 - Heat & A/C Repairs											
Net Change for 6165 - Heat & A/C Repairs											
									48.15	0.00	235.56
											283.71
									48.15	0.00	283.71
											48.15
6171 - Security System Phone (Balance Forward As of 07/01/2022)											
											0.00
											107.84
											107.84
Totals for 6171 - Security System Phone											
Net Change for 6171 - Security System Phone											
									107.84	0.00	0.00
											107.84
6176 - Tenant Needs (Balance Forward As of 07/01/2022)											
											0.00
											107.84
											107.84
									107.84	0.00	0.00
											107.84
Totals for 6176 - Tenant Needs											
Net Change for 6176 - Tenant Needs											
									107.84	0.00	0.00
											0.00
6210 - Electric (Balance Forward As of 07/01/2022)											
											3,956.52
											4,425.24
											4,425.24
									468.72	0.00	468.72
											468.72
Totals for 6210 - Electric											
Net Change for 6210 - Electric											
									468.72	0.00	1,692.17
											2,679.51
											2,679.51
6215 - Water/Sewer (Balance Forward As of 07/01/2022)											
											987.34
											987.34
									987.34	0.00	0.00
											987.34
Totals for 6215 - Water/Sewer											
Net Change for 6215 - Water/Sewer											
									987.34	0.00	5,651.92
											5,882.05
											5,882.05
6225 - Fuel (Oil/Coal/Gas) (Balance Forward As of 07/01/2022)											
											230.13
											230.13
									230.13	0.00	0.00
											230.13
Totals for 6225 - Fuel (Oil/Coal/Gas)											
Net Change for 6225 - Fuel (Oil/Coal/Gas)											
									230.13	0.00	661.80
											801.59
											801.59
6230 - Trash removal (Balance Forward As of 07/01/2022)											
											139.79
											139.79
									139.79	0.00	0.00
											139.79
Totals for 6230 - Trash removal											
Net Change for 6230 - Trash removal											
									139.79	0.00	801.59
											139.79
											139.79
6245 - Cable Television (Balance Forward As of 07/01/2022)											
											647.07
											753.97
									106.90	0.00	0.00
											647.07
											753.97

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 6245 - Cable Television Net Change for 6245 - Cable Television 07/10/2022 07/10/2022 6305 - Activity Director (Balance Forward As of 07/01/2022) 07/10/2022 07/10/2022-MYS AP Invoice - DW Jones Management - 188 Payroll: Payroll 06/27/2022 - 07/10/2022 07/24/2022 07/24/2022-MY AP Invoice - DW Jones Management - S188 Payroll: Payroll 07/11/2022 - 07/24/2022 Totals for 6305 - Activity Director Net Change for 6305 - Activity Director 6306 - Activity Director Expenses (Balance Forward As of 07/01/2022) 07/19/2022 07/19/2022 PC AP Invoice - George Hampey: creats/ 188 07/19/2022-MYS plates/napkins 07/31/2022 07/31/2022 Reclassify AP Invoice - George Ham- pey: PC-coffee pot/ovd playst Totals for 6306 - Activity Director Expenses Net Change for 6306 - Activity Director Expenses 6310 - Site Mgmt Payroll (Balance Forward As of 07/01/2022) 07/31/2022 07/31/2022-MYS AP Invoice - DW Jones Management - 188 Site: Site Payroll July 2022 Totals for 6310 - Site Mgmt Payroll Net Change for 6310 - Site Mgmt Payroll 6315 - Management Fees (Balance Forward As of 07/01/2022) 07/31/2022 07/31/2022 19588 AP Invoice - DW Jones Management - Mgmt Fee: Mgmt Fee 7/31/2022 Totals for 6315 - Management Fees Net Change for 6315 - Management Fees 6320 - Auditing (Balance Forward As of 07/01/2022) Totals for 6320 - Auditing Net Change for 6320 - Auditing 6330 - Legal Expenses (Balance Forward As of 07/01/2022) Totals for 6330 - Legal Expenses Net Change for 6330 - Legal Expenses 6340 - Phone (Balance Forward As of 07/01/2022) 07/01/2022 07/01/2022 9909678398 AP Invoice - VERIZON WIRELESS SPLITS: 320-674-0724-phone 07/12/2022 07/12/2022 21073967 AP Invoice - CTC splits: 21073967-phone 07/25/2022 07/25/2022 9911999733 AP Invoice - VERIZON WIRELESS SPLITS: 9911999733-320-674-0724 Totals for 6340 - Phone Net Change for 6340 - Phone 6342 - Property Internet (Balance Forward As of 07/01/2022) 07/19/2022 07/19/2022 16761170112778 AP Invoice - Midcontinent Communica- tions: 16761170112778-internet 8											
									106.90	0.00	753.97
									366.84		3,639.36
									364.86		4,006.20
									731.70	0.00	4,371.06
									20.30		373.72
									107.84		394.02
									128.14	0.00	501.86
									400.89		128.14
									400.89	0.00	2,406.50
									1,632.00		2,807.39
									1,632.00	0.00	400.89
									1,632.00		9,688.00
									0.00		11,220.00
									0.00	0.00	1,632.00
									0.00		5,340.00
									0.00		5,340.00
									0.00		10.57
									0.00		10.57
									29.24		0.00
									8.29		160.36
									29.52		189.60
									67.05	0.00	197.89
									105.42		227.41
											227.41
											67.05
											627.77
											733.19

MYSA HOUSE
General Ledger Report
For Current Month (07/01/2022 to 07/31/2022)

Posted Dt	Doc Dt	Doc	Memo / Description	Department	Property	Unit	Txn No	JNL	Debit	Credit	Balance
Totals for 6390 - Criminal and credit check											
			Net Change for 6390 - Criminal and credit check						0.00	0.00	50.00
6410 - Real Estate Taxes (Balance Forward As of 07/01/2022)											
			Totals for 6410 - Real Estate Taxes						0.00	0.00	13,664.00
			Net Change for 6410 - Real Estate Taxes						0.00	0.00	13,664.00
6421 - Minnesota Minimum Fee (Balance Forward As of 07/01/2022)											
			Totals for 6421 - Minnesota Minimum Fee						0.00	0.00	640.00
			Net Change for 6421 - Minnesota Minimum Fee						0.00	0.00	640.00
6425 - Property Insurance (Balance Forward As of 07/01/2022)											
			Totals for 6425 - Property Insurance						0.00	0.00	16,579.81
			Net Change for 6425 - Property Insurance						0.00	0.00	16,579.81
6430 - Fidelity Coverage (Balance Forward As of 07/01/2022)											
			Totals for 6430 - Fidelity Coverage						0.00	0.00	652.88
			Net Change for 6430 - Fidelity Coverage						0.00	0.00	652.88
6560 - Mortgage Interest (Balance Forward As of 07/01/2022)											
			Totals for 6560 - Mortgage Interest		MYS188		50042	APA	1,867.00	0.00	11,256.26
			Net Change for 6560 - Mortgage Interest						1,867.00	0.00	13,123.26
6565 - Security Deposit Interest Liability (Balance Forward As of 07/01/2022)											
			Totals for 6565 - Security Deposit Interest Liability		MYS188		10422	GU	13.54	0.00	77.61
			Net Change for 6565 - Security Deposit Interest Liability						13.54	0.00	91.15
6570 - MHFA Annual Fee (Balance Forward As of 07/01/2022)											
			Totals for 6570 - MHFA Annual Fee						0.00	0.00	720.00
			Net Change for 6570 - MHFA Annual Fee						0.00	0.00	720.00
6571 - MHFA LIRC Fee (Balance Forward As of 07/01/2022)											
			Totals for 6571 - MHFA LIRC Fee						0.00	0.00	150.00
			Net Change for 6571 - MHFA LIRC Fee						0.00	0.00	150.00
6578 - Finance Chgs/Service Fees (Balance Forward As of 07/01/2022)											
			Totals for 6578 - Finance Chgs/Service Fees						0.00	0.00	10.00
			Net Change for 6578 - Finance Chgs/Service Fees						0.00	0.00	10.00
Grand Total									72,447.40	72,447.40	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				
07/01/2022	10677--Minnesota Housing Accounting		20889	7,419.33	07/29/2022	
07/01/2022	1269689-MH pmt July 2022	1345--Escrow In- surance	Printed Check	1,827.00	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
		1330--Replacem ent Reserve	Printed Check	650.00	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
		2300--Mortgage Payables - MHFA	Printed Check	736.33	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
		1360--Escrow FHA Insurance	Printed Check	50.00	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
		6560--Mortgage Interest	Printed Check	1,867.00	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
		1340--Escrow Property Taxes	Printed Check	2,289.00	1269689-MH pmt July 2022	MYS188--MYS A HOUSE
07/06/2022	10466--Mora Municipal Utilities		20894	400.52	07/29/2022	
06/15/2022	09-03001411-00-3-06152022	6215--Water/Sewer	Printed Check	400.52	09-03001411-0 0-3-06152022-u -36	MYS188--MYS A HOUSE
07/06/2022	10500--DW Jones Management - Payroll		20892	1,344.49	07/29/2022	
06/26/2022	06262022-MYS188	6110--Maint/Rep airs	Printed Check	800.10	Payroll 06/13/2022 - 06/26/2022	MYS188--MYS A HOUSE
		6305--Activity DI- rector	Printed Check	350.46	Payroll 06/13/2022 - 06/26/2022	MYS188--MYS A HOUSE
		6370--Workmans ' Comp Ins	Printed Check	81.57	Payroll 06/13/2022 - 06/26/2022	MYS188--MYS A HOUSE
		6365--Payroll Taxes	Printed Check	112.36	Payroll 06/13/2022 - 06/26/2022	MYS188--MYS A HOUSE
07/06/2022	11659--Adam's Pest Control, Inc.		20890	144.96	07/29/2022	
06/22/2022	3513035	6160--Exterminat ing Contract	Printed Check	144.96	3513035-servic e	MYS188--MYS A HOUSE
07/06/2022	10484--DW Jones Management - Mgmt Fee		20891	1,632.00	07/29/2022	
06/30/2022	19479	6315--Managem ent Fees	Printed Check	1,632.00	Mgmt Fee 6/30/2022	MYS188--MYS A HOUSE
07/06/2022	10780--DW Jones Management - Site		20893	436.89	07/29/2022	
06/30/2022	06302022-MYS188	6310--Site Mgmt Payroll	Printed Check	400.89	Site Payroll June 2022	MYS188--MYS A HOUSE
		6372--Employee Benefits-health	Printed Check	36.00	Site Payroll June 2022	MYS188--MYS A HOUSE
07/13/2022	10994--Scott's Lawn & Landscapes		20897	322.19	07/29/2022	
06/17/2022	8851	6140--Grounds Maintenance	Printed Check	322.19	8851-lawn ap- plication	MYS188--MYS A HOUSE
07/13/2022	10138--VERIZON WIRELESS SPLITS		20898	29.24	07/29/2022	
07/01/2022	9909678398	6340--Phone	Printed Check	29.24	320-674-0724-p hone	MYS188--MYS A HOUSE
07/13/2022	10129--Midcontinent Communica- tions		20896	363.06	07/29/2022	
06/13/2022	16761170112721	6147--Fire Alarm Contract/Repa	Printed Check	75.17	167611701127 21-fire alarm	MYS188--MYS A HOUSE
		6137--Elevator Phone	Printed Check	38.20	167611701127 21-elevator phone	MYS188--MYS A HOUSE
		6171--Security System Phone	Printed Check	37.79	167611701127 21-entry	MYS188--MYS A HOUSE
		6245--Cable Television	Printed Check	106.90	167611701127 21-cable	MYS188--MYS A HOUSE
		6342--Property Internet	Printed Check	105.00	167611701127 21-internet	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	
07/13/2022	10750--CTC splits		20895	4.05	07/29/2022	
06/12/2022	21057173	6340--Phone	Printed Check	4.05	21057173-phon	MYS188--MYS A HOUSE
07/20/2022	10512--Minnesota Energy Resources		20906	230.13	07/29/2022	
07/11/2022	0617509934-00001-07112022	6225--Fuel (Oil/Coal.Gas)	Printed Check	230.13	0617509934-0001-07112022	MYS188--MYS A HOUSE
07/20/2022	10453--East Central Energy		20903	468.72	07/29/2022	
07/02/2022	207432300-07022022	6210--Electric	Printed Check	468.72	207432300-07022022	MYS188--MYS A HOUSE
07/20/2022	10750--CTC splits		20900	8.29	07/29/2022	
07/12/2022	21073967	6340--Phone	Printed Check	8.29	21073967-phon	MYS188--MYS A HOUSE
07/20/2022	10751--Culligan of Pine City		20901	152.85	07/29/2022	
07/01/2022	301X01058600	6115--Maint/Repairs Supply	Printed Check	152.85	301X01058600-solar salt	MYS188--MYS A HOUSE
07/20/2022	10500--DW Jones Management - Payroll		20902	1,309.00	07/29/2022	
07/10/2022	07102022-MYS188	6305--Activity Director	Printed Check	366.84	Payroll 06/27/2022 - 07/10/2022	MYS188--MYS A HOUSE
		6370--Workmans ' Comp Ins	Printed Check	84.38	Payroll 06/27/2022 - 07/10/2022	MYS188--MYS A HOUSE
		6110--Maint/Repairs Payroll	Printed Check	743.27	Payroll 06/27/2022 - 07/10/2022	MYS188--MYS A HOUSE
		6365--Payroll Taxes	Printed Check	114.51	Payroll 06/27/2022 - 07/10/2022	MYS188--MYS A HOUSE
07/20/2022	10497--Berd Electric, LLC		20899	401.07	07/29/2022	
07/01/2022	12018	6140--Grounds Maintenance	Printed Check	401.07	12018-install exit sign/GFCI light pole	MYS188--MYS A HOUSE
07/20/2022	10424--Quality Disposal Systems		20907	139.79	07/29/2022	
07/01/2022	1149708-06302022	6230--Trash removal	Printed Check	139.79	1149708-garbage service	MYS188--MYS A HOUSE
07/20/2022	10829--George Hampey		20904	152.08	07/29/2022	
07/19/2022	PC-07192022-MYS188	6306--Activity Director Expens	Printed Check	20.30	/ nap kin crafts/platess	MYS188--MYS A HOUSE
07/12/2022	PC-07122022-MYS188	6140--Grounds Maintenance	Printed Check	48.60	PC-gas	MYS188--MYS A HOUSE
		6115--Maint/Repairs Supply	Printed Check	42.41	PC-exit light	MYS188--MYS A HOUSE
		6115--Maint/Repairs Supply	Printed Check	40.77	PC-emergency light	MYS188--MYS A HOUSE
07/20/2022	11777--M & H Appliance Sales & Service		20905	254.15	07/29/2022	
07/01/2022	SV00905866	6120--General Repairs	Printed Check	254.15	SV00905866-fridge repairs	MYS188--MYS A HOUSE 141-208
07/27/2022	10129--Midcontinent Communications		20910	386.51	In Transit	
07/13/2022	16761170112778	6147--Fire Alarm Contract/Repa	Printed Check	80.74	16761170112778-fire alarm	MYS188--MYS A HOUSE
		6245--Cable Television	Printed Check	106.90	16761170112778-cable	MYS188--MYS A HOUSE
		6171--Security System Phone	Printed Check	48.15	16761170112778-entry	MYS188--MYS A HOUSE
		6137--Elevator Phone	Printed Check	45.30	170112778-elevat	MYS188--MYS A HOUSE
		6342--Property Internet	Printed Check	105.42	16761170112778-internet	MYS188--MYS A HOUSE
07/27/2022	10829--George Hampey		20909	156.47	In Transit	
07/18/2022	PC-07182022-MYS188	6176--Tenant Needs	Printed Check	107.84	PC-coffee pot/dvd player	MYS188--MYS A HOUSE

MYSA HOUSE Check Register

Date	Vendor	Document No	Amount Cleared	Memo	Property	Unit
AP In-voice Date	AP Invoice No	GL account/ Account la- bel	Method	Amount Ap-plied	Memo	Property
		6345--Office Supplies	Printed Check	2.14	PC-envelopes	MYS188--MYS A HOUSE
		6150--Janitor Supplies	Printed Check	46.49	PC-cleaning supplies	MYS188--MYS A HOUSE
07/27/2022	10831--Mora HRA		20911	420.00	In Transit	
07/22/2022	MH-05-22-BO	6165--Heat & A/ C Repairs	Printed Check	420.00	MH- 05-22-BO-boiler service fee	MYS188--MYS A HOUSE
07/27/2022	10877--Ace Hardware		20908	147.61	In Transit	
07/01/2022	306753	6140--Grounds Maintenance	Printed Check	7.50	306753-roundu p	MYS188--MYS A HOUSE
07/01/2022	306837	6115--Maint/Rep airs Supply	Printed Check	18.24	306837-battery	MYS188--MYS A HOUSE
07/01/2022	306835	6115--Maint/Rep airs Supply	Printed Check	74.66	306835-burners /batteries	MYS188--MYS A HOUSE
07/01/2022	306529	6115--Maint/Rep airs Supply	Printed Check	6.43	306529-ant killer	MYS188--MYS A HOUSE
07/01/2022	306579	6140--Grounds Maintenance	Printed Check	40.78	306579-gopher poison/ mosquito tabs	MYS188--MYS A HOUSE
07/28/2022	10249--Bank Forward - Visa		20913	3.61	In Transit	
07/28/2022	4475-Beth-07282022	6355--Training Expense	Printed Check	2.11	4475-Caibou-C T training	MYS188--MYS A HOUSE
		6355--Training Expense	Printed Check	0.98	4475-CUB training	MYS188--MYS A HOUSE
		6355--Training Expense	Printed Check	0.52	4475-Holiday-w ater/soda train- ing	MYS188--MYS A HOUSE
07/28/2022	10500--DW Jones Management - Payroll		20912	1,430.31	07/29/2022	
07/24/2022	07-24-2022-MYS188	6365--Payroll Taxes	Printed Check	116.79	Payroll 07/11/2022 - 07/24/2022	MYS188--MYS A HOUSE
		6370--Workmans ' Comp Ins	Printed Check	85.74	Payroll 07/11/2022 - 07/24/2022	MYS188--MYS A HOUSE
		6110--Maint/Rep airs Payroll	Printed Check	862.92	Payroll 07/11/2022 - 07/24/2022	MYS188--MYS A HOUSE
		6305--Activity Di- rector	Printed Check	364.86	Payroll 07/11/2022 - 07/24/2022	MYS188--MYS A HOUSE
		Applied To- tal:		<u>17,757.32</u>		
		Total:		<u>17,757.32</u>		
		Grand Total:		<u>17,757.32</u>		

MYSA HOUSE Vendor Aging Report

Based on: GL posting Date As of: 07/31/2022

Vendor ID	Vendor Name	0-30	31-60	61-90	91-	Total
10069	BRAINERD ACE HARDWARE	2.30	0.00	0.00	0.00	2.30
10138	VERIZON WIRELESS SPLITS	29.52	0.00	0.00	0.00	29.52
10466	Mora Municipal Utilities	987.34	0.00	0.00	0.00	987.34
10484	DW Jones Management - Mgmt Fee	1,632.00	0.00	0.00	0.00	1,632.00
10780	DW Jones Management - Site	436.89	0.00	0.00	0.00	436.89
	Grand Totals	3,088.05	0.00	0.00	0.00	3,088.05

Mysa House
Rent Roll
As of 7/31/2022

Bldg/Unit	Lease Start	Lease End	Market + Addl.	Dep On Hand	Balance	Lease Rent	RENT	HOUSING GARAGE	CARETAKE RCONC	Total Billing
141-100	02/01/2021	01/31/2022	675.00	600.00	0.00	217.00	217.00	0.00	0.00	217.00
141-100	02/01/2021	01/31/2022		0.00	0.00	458.00	0.00	458.00	0.00	458.00
141-101	10/01/2021	09/30/2022	725.00	600.00	-5.00	182.00	182.00	0.00	0.00	182.00
141-101	10/01/2021	09/30/2022		0.00	0.00	543.00	0.00	543.00	0.00	543.00
141-103	11/01/2021	09/30/2022	725.00	600.00	-24.69	291.00	291.00	0.00	0.00	291.00
141-103	11/01/2021	09/30/2022		0.00	0.00	434.00	0.00	434.00	0.00	434.00
141-105	01/07/2022	01/31/2023	725.00	709.00	-60.00	555.00	555.00	0.00	0.00	555.00
141-105	01/07/2022	01/31/2023		0.00	0.00	170.00	0.00	170.00	0.00	170.00
141-200	08/01/2020	01/31/2022	780.00	705.00	0.00	780.00	780.00	0.00	0.00	780.00
141-201	09/01/2021	08/31/2022	780.00	705.00	0.00	780.00	780.00	0.00	0.00	780.00
141-202	08/01/2020	01/31/2022	690.00	615.00	0.00	690.00	690.00	0.00	0.00	690.00
141-203	10/01/2021	09/30/2022	675.00	600.00	0.00	675.00	675.00	0.00	0.00	675.00
141-204	04/01/2022	03/31/2023	725.00	725.00	0.00	199.00	199.00	0.00	0.00	199.00
141-204	04/01/2022	03/31/2023		0.00	0.00	526.00	0.00	526.00	0.00	526.00
141-205	09/01/2021	08/31/2022	725.00	950.00	-6.00	212.00	212.00	0.00	0.00	212.00
141-205	09/01/2021	08/31/2022		0.00	0.00	513.00	0.00	513.00	0.00	513.00
141-206	02/01/2022	01/31/2023	690.00	600.00	0.00	690.00	690.00	0.00	0.00	690.00
141-207	08/01/2021	07/31/2022	725.00	600.00	0.00	353.00	353.00	0.00	0.00	353.00
141-207	08/01/2021	07/31/2022		0.00	0.00	372.00	0.00	372.00	0.00	372.00
141-208	02/01/2021	01/31/2022	780.00	705.00	0.00	780.00	780.00	0.00	-780.00	60.00
141-209	10/01/2021	09/30/2022	675.00	900.00	0.00	675.00	675.00	0.00	0.00	675.00
141-211	11/01/2021	10/31/2022	838.00	705.00	0.00	239.00	239.00	0.00	0.00	239.00
141-211	11/01/2021	10/31/2022		0.00	0.00	599.00	0.00	599.00	0.00	599.00
141-300	09/01/2021	08/31/2022	690.00	965.00	0.00	690.00	690.00	0.00	0.00	690.00
141-301	09/01/2021	08/31/2022	675.00	600.00	0.00	675.00	675.00	0.00	0.00	675.00
141-302	11/01/2021	10/31/2022	725.00	709.00	0.00	492.00	492.00	0.00	0.00	492.00
141-302	11/01/2021	10/31/2022		0.00	0.00	217.00	0.00	217.00	0.00	217.00
141-303	02/01/2021	01/31/2022	725.00	600.00	0.00	59.00	59.00	0.00	0.00	59.00
141-303	02/01/2021	01/31/2022		0.00	0.00	666.00	0.00	666.00	0.00	666.00
141-304	02/01/2021	01/31/2022	725.00	600.00	-42.00	281.00	281.00	0.00	0.00	281.00
141-304	02/01/2021	01/31/2022		0.00	0.00	444.00	0.00	444.00	0.00	444.00
141-305	01/21/2022	01/31/2023	675.00	650.00	-65.00	2.00	2.00	0.00	0.00	2.00
141-305	01/21/2022	01/31/2023		0.00	0.00	673.00	0.00	673.00	0.00	673.00
141-306	08/01/2020	01/31/2022	690.00	615.00	0.00	690.00	690.00	0.00	0.00	690.00
141-307	09/01/2021	08/31/2022	725.00	600.00	-72.00	240.00	240.00	0.00	0.00	240.00
141-307	09/01/2021	08/31/2022		0.00	0.00	485.00	0.00	485.00	0.00	485.00
141-309	09/01/2021	08/31/2022	675.00	600.00	-30.00	675.00	675.00	0.00	0.00	675.00
17,238.00 16,258.00 -304.69 17,222.00 11,122.00 6,100.00 660.00 -780.00 17,102.00										



Pine Crest

Management Report

for the month of

July 2022

Occupancy

Total Units	43	Occupied	41	Pre-leased	0
Move-Ins	0	Move Outs	0	Wait List (1BR/2BR)	70/114

Certifications

Completed	21	In Progress	17
-----------	----	-------------	----

Lease Enforcement

Tenant Notice to Vacate	0	HRA Notice to Vacate	0	Evictions in Process	0
Lease Violations	1	Explanation: pets not being put on paperwork for move in process.			

Work Orders Completed

Non-Emergency	18	Emergency	1
---------------	----	-----------	---

Aging Rent Balances

Over 30 Days		Over 60 Days		Over 90 Days	
--------------	--	--------------	--	--------------	--

Dala House

Management Report

for the month of

July 2022

Occupancy

Total Units	24	Occupied	24	Pre-leased	
Move-Ins	0	Move Outs		Wait List (1BR/2BR)	30/9

Certifications

Completed	14	In Progress	8
-----------	----	-------------	---

Lease Enforcement

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

Work Orders Completed

Non-Emergency	23	Emergency	0
---------------	----	-----------	---

Aging Rent Balances

Over 30 Days		Over 60 Days	0	Over 90 Days	0
--------------	--	--------------	---	--------------	---

Vasa House

Management Report

for the month of

July 2022

Occupancy

Total Units	22	Occupied	21	Pre-leased	
Move-Ins	1	Move Outs	0	Wait List	21

Certifications

Completed	10	In Progress	12
-----------	----	-------------	----

Lease Enforcement

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

Work Orders Completed

Non-Emergency	5	Emergency	0
---------------	---	-----------	---

Aging Rent Balances

Over 30 Days	0	Over 60 Days	0	Over 90 Days	0
--------------	---	--------------	---	--------------	---

HCV (Sec. 8) – Kanabec/Pine/Isanti/Chisago

Management Report

for the month of

July 2022

Vouchers

Leased		Shop Mode	6	Port-In	
Port-Out	5	Project Based (Mysa)	12	Wait List	24

Certifications

Completed	110	In Progress	62
-----------	-----	-------------	----

Inspections Completed

All till 2023

Management Operations

Management Report

July 2022

Activity:

Item:	Comments
Staffing	Did section 3 training Adrian, Jack, Karen. Get Karen set up in the different systems. Have Karen do EIV training.
System Update	Email back up and running, working out issues with HDS and Jose. Our website is up and running, doing a few changes here and there so more user friendly.
Updates:	We are still working to lease up some vouchers up. We will be working with Morgan on 2-year tool to see were we are at and if we need to issue more vouchers.



The Housing and Redevelopment Authority of Mora

WRITTEN RESOLUTIONS OF THE HRA BOARD OF DIRECTORS

Resolution #2022-01

We, the undersigned, being elected Officers of the Housing and Redevelopment Authority (HRA) of Mora, do hereby adopt the following resolution to be valid and effectual as resolution passed at a meeting of the Board of Directors of the HRA, duly convened and held on December 22, 2021 at which a quorum was present and voting.

Whereas, the HRA of Mora wishes to comply with applicable laws, regulations and policies related to public funds; and

Whereas, the HRA's bank accounts held at Neighborhood National Bank and First Citizens Bank require a resolution identifying authorized signatories on all HRA bank accounts;

Whereas, the HRA of Mora authorizes certain employees and directors to sign checks, fund disbursements and documents on its behalf when two authorized signatures are in place;

Therefor, be it RESOLVED, that the following individuals are hereby authorized signatories on all HRA accounts. Any previous signatories not listed below shall be removed.

- Jacob Mathison, Director
- Robert Jensen, Director
- Jack L'Heureux, Executive Director
- Adrian Bixby, Program/Administrative Supervisor

I further certify that this Corporation is duly organized and existing and has the power to take the action(s) called for by the foregoing resolution.

Witness my had seal of this corporation on this 24th day of August 24, 2022.

HRA Chair

HRA Secretary

Resolved 08/24/2022



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.

MEMORANDUM

To: Mora HRA Board of Directors
From: Jack L'Heureux, Executive Director
Date: 08/24/2022
RE: Correspondence from HUD Management Decision Letter Audit 2021

Enclosed please find correspondence from HUD dated August 15, 2022 pertaining to the Management Decision Letter – March 31, 2021 Audit Finds. This information that I reviewed with the board when we got the findings from our auditors, Andersson & Tackman. Please note the following comments:

1. Finding 2021-001: Material Weakness: HUD's Corrective Action Required: HUD sustained the finding. Management has implemented internal controls to address this finding and it is considered closed based on the HRA's response.
2. Finding: 2021-002: compliance Significant Deficiency. HUD's Corrective Action required. HUD requires Capital Funds to be disbursed within three days of receiving the voucher. L'Heureux and Bixby have attended Capital Fund training by HUD, we refreshed our Capital Fund policy and are in compliance with this requirement. L'Heureux will supply HUD the documentation of the expended funds on eligible expenditures in the amount of \$29,938 in Questioned Costs.
3. Finding 2021-003 Significant Deficiency: HUD sustains the audit finding. L'Heureux and Bixby attended Section 3 training on Wednesday 8/17/2022 and Thursday 08/18/2022. L'Heureux is working with the HUD Representative to get clarification on the Section 3 activities that need to be reported by May 30, 2022. L'Heureux has also reviewed Notice PIH 2022-10

Board Action:

1. Informational only.



U.S. Department of Housing and Urban Development

Minneapolis Field Office
212 Third Avenue South, Suite 150
Minneapolis, Minnesota 55401
<http://www.hud.gov>

August 15, 2022

John L'Heureux, Executive Director
HRA of Mora
PO Box 209
Mora, MN 55051

SUBJECT: Management Decision Letter – March 31, 2021 Audit Finding

Dear Mr. L'Heureux:

Please see a summary of the audit findings below related to the HRA's fiscal year end March 31, 2021 audit and the field office's required actions to close the findings.

Finding: 2021-001: Material Weakness

Criteria: 24 CFR 85.20 requires the Authority to have effective internal controls and accountability must be maintained for all funds.

Condition: During the audit it was noted a loan between the City of Mora and the management program, passed through to Eastwood Senior Living, was not recorded on the books of the management program.

Cause: Lack of internal controls over financial reporting.

Effect: The financial statements could be misstated.

Recommendation: The Authority should implement a system review to ensure all assets and liabilities are properly accounted for.

Views of Responsible Officials: Management has implemented an internal control to review the monthly financial statements provided by the fee accountant to ensure all material transactions are properly recorded. Additionally, Management has implemented a policy to ensure all transactions are reported to the Fee Accountant in a timely fashion.

Corrective Action Plan (CAP): The Executive Director (ED) will discuss the recording of the loan in question and how the financial statements will reflect this loan. The ED will, on a monthly basis, review the financial statements and the Fee Accountant's analysis for completeness and accuracy. All new loan activity and documentation will be shared with the Fee Accountant in a timely fashion but before the next financial statements redeveloped to ensure that information is included.

HUD's Corrective Action Required: HUD sustains the audit finding. HRAs are encouraged to complete reviews of financial statements at least monthly, and in the case of Shortfall Funding delivery of monthly financial statements is a field office requirement. This is an ongoing activity with no expected end date. Management has implemented internal controls to address this finding and it is considered closed based on the HRA's response in the audit.

Due Date for Corrections and Supporting Documentation: n/a

Finding: 2021-002: Compliance Significant Deficiency

Criteria: Public Housing Capital Fund compliance requirements state the Authority can drawdown funds as needed on a 3-day turnaround basis to pay for approved work activities.

Condition: During the audit it was noted the Authority drew down capital funds totaling \$29,938 that were not disbursed within the required three (3) day period.

Cause: Lack of internal controls over grant requirements.

Effect: The Authority is not in compliance with Public Housing Capital Fund requirements.

Recommendation: The Authority should implement controls to monitor the receipt of grant monies to ensure the Authority is in compliance with the requirements.

Views of Responsible Officials: Management agrees with the recommendation above. We will implement controls and strive to ensure that monies are disbursed within the required three (3) day period.

Corrective Action Plan (CAP): Mora HRA will follow the Capital Funding Policy & Procedures when drawing down Capital Reserve Funds. (See Attached Policy). Staff authorized to draw down Capital Funds will be updated on the policy and will receive training on the HUD requirements.

HUD's Corrective Action Required: HUD sustains the audit finding, as Capital Funds must be expended within 3 business days from when the funds are received in the HRA's bank account from HUD's eLOCCS system. Please provide our office with a copy of the HRA's Capital Funding Policy & Procedures that documents the 3-day spending requirement (we did not receive an attached copy in the audit we have on file). Please also indicate if the \$29,938 in Questioned Costs has now been spent on eligible Capital Fund expenditures or if the funds need to be returned to eLOCCS at this time.

Due Date for Corrections and Supporting Documentation: October 1, 2022.

Finding: 2021-003: Significant Deficiency

Criteria: 24 CFR sections 135.3(a)(1) and 135.90 requires recipients of public and Indian housing assistance that receive in excess of \$200,000 in program income submit HUD 60002 through the Section 3 Performance Evaluation and Registry system.

Condition: During the audit it was noted the Authority did not submit HUD 60002 through the Section 3 Performance Evaluation and Registry system.

Cause: Lack of internal controls over grant requirements.

Effect: The Authority is not in compliance with Housing Choice Cluster requirements.

Recommendation: The Authority should implement controls to ensure all grant reporting in completed in a timely fashion.

Views of Responsible Officials: Management agrees with the recommendation above. We will implement controls and strive to ensure that all grant reporting is completed by their respective deadlines.

Corrective Action Plan (CAP): Staff will be trained on all reporting requirements for the various programs (HUD - Multifamily, HUD Low Rent, HUD Section 8, USDA Rural Development, EIV, etc.) All required reports will be completed in a timely manner going forward.

HUD's Corrective Action Required: HUD sustains the audit finding. In addition to the training described in Management's response, please review notice PIH 2022-10 and report on required Section 3 activities (if applicable) by May 30, 2023 (first required reporting date for fiscal year end 3/31/22 PHAs). This finding is considered closed based on Management's response in the audit with no further corrective action required at this time.

PIH Notice 2022-10: <https://www.hud.gov/sites/dfiles/PIH/documents/PIH2022-10.pdf>

Due Date for Corrections and Supporting Documentation: n/a.

If you disagree with the requested corrective action and/or time frame, please respond with an explanation and documentation in support of your position. Please note that findings cannot be appealed through this process.


To help avoid significant deficiencies and material weaknesses, HAs should establish:

- A complete accounting policy and procedures manual.
- Procedures should clearly identify the controls in place to mitigate the risk of fraud and/or financial statement misstatement.
- Establish procedures to monitor controls to ensure that the controls are working effectively and efficiently.

- Clearly document compliance with the established control procedures.
- Provide sufficient training and necessary tools to employees to ensure competency and professional development.
- Continuously monitor the government's environment to ensure that procedures and policies are updated when needed (i.e. ACH transaction, Direct Deposit).

Please contact Robert Kosloski at 612-843-6453 or robert.j.kosloski@hud.gov if you have any questions regarding this document.

Sincerely,

 Recoverable Signature

X 

Lucia M. Clausen
Director, Office of Public Housing
Signed by: LUCIA CLAUSEN

5KPH: PHA Portfolio File -- Financial
5KPH: Reader File

5KPH: Brixius: rab: J:\PHA Portfolio Files\PHA Portfolio Files (MN051-MN105)\MN101
Mora\Financial



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.

MEMORANDUM

To: Mora HRA Board of Directors
From: Jack L'Heureux, Executive Director
Date: 08/24/2022
RE: Mysa Annual Payment

On August 15, 2022, I deposited a check from the Mysa House for \$25,552.40. This is the annual payment that we receive based on their Audit report and computation of Surplus Cash, Distribution and Residual Receipts. I have enclosed the letter from D. W. Jones that shows the calculations. Because this figure is based on their financial performance and at the time of our budget that figure is unknown, we estimate the amount we will receive based on past performance. This year we budgeted \$30,000 which is \$4,447.60 more than we received.

The deficit can be made up through cost savings in other areas of the HRA budget.

At previous board meetings, the board discussed how the proceeds should be handled. The cash flow in the management account is presently adequate to meet our operational needs. However, we do have to consider the property taxes that will be due in October.

I would like to suggest that we transfer \$20,000 of the proceeds to:

- a. Future Development Account - \$10,000.
- b. LEC Replacement Account - \$5,000.
- c. Eastwood Replacement Account - \$5,000.

Current balances in each account:

- a. Future Development Account: \$3,153.24
- b. LEC Replacement Account: \$7,025.41
- c. Eastwood Replacement Account: \$16,477.43
- d. Bridges Program Account: \$5,384.42

Board Action:

1. Move to transfer funds according to the above suggestion
2. Move to transfer a different amount to the above suggested accounts
3. Move to transfer a different amount to different accounts (e.g. all to the Future Development, or more to the LEC Replacement Account or,
4. Do not transfer any amount from the management account.

D. W. JONES 
MANAGEMENT

PO Box 340
Walker, MN 56484
Phone - 218.547.3307
Fax - 218.547.3662
www.dwjonesmanagement.com

July 14, 2022

Mysa House LLLP
Attn: Lindy Crawford
101 Lake Street S
Mora, MN 55051

Subject: 2021 Cash Distribution,


Dear Partners:

Based on the Audit report and Computation of Surplus Cash, Distribution and Residual Receipts the has made the determination based upon the standards established in the Loan Closing Documents. This computation has allowed for a cash distribution of \$27,601.00 based on 2021 operations at Mysa House LLLP and the Partnership Agreement, the Management Agent makes the following distributions:

Cinnaire Fund for Housing Limited Partnership 32 Investor Service Fee	Increasing 3% per year	\$2,048.60
Mora HRA – Deferred Developer Fee		\$25,552.40
Total		\$27,601.00

Enclosed you will find the appropriate distribution of funds as scheduled above.

Sincerely,


Lori Duchesneau
President
D.W. Jones Management, Inc.

cc: D.W. Jones, Inc.

NOTES – Balance in Accrued Partnership Fees - \$48,601 that will be paid after Deferred Developer Fee. Balance of Deferred Developer Fee after above payment - \$61,516.53

