



The Capitol Lofts
711 Main Street
Houston, Texas 77002
713-777-7368

THE CAPITOL LOFTS COUNCIL OF CO-OWNERS
MEETING OF THE BOARD OF DIRECTORS
Virtual Teleconference
April 10, 2024, at 6:00 PM
AGENDA

- **CONFIRMATION OF A QUORUM**
- **HOMEOWNER FORUM** – *In the interest of time we ask that all matters be limited to 3 minutes per owner.*
- **CALL TO ORDER**
- **ADOPTION OF AGENDA**
- **CONSIDERATION OF PRIOR MEETING MINUTES**
 - Meeting minutes from the March 13, 2024 Annual Board of Directors meeting.
- **FINANCIAL REPORT**
 - Summary of financials ending March 2024. Reserve account is a depository account monthly. The account requires board vote to utilize funds.
- **MANAGER'S REPORT**
 - Annual Fire Alarm/Life Safety Inspection to be scheduled for late April.
 - Water Ponding/Awnings on Balconies
 - Utility Comparison – Please see the provided usage graphs.
- **PRESIDENT'S REPORT**
 - March 2024 Delinquent Accounts = 0
 - Building Directory: Paid out of the Reserve Account
- **TREASURER'S REPORT**
- **SECRETARY'S REPORT**
- **NEW BUSINESS**
 - Election of Directors Results:
The term of Jack Downes was set to expire on March 31, 2024. Boxer Property received Director applications and nominee forms which were posted on the Vote HOA Now website. With 63.987% of votes received, Jack Downes was elected to remain on the Board of Directors. Director positions will remain as Jack Downes, President, Renee Rodriguez, Vice President, Cody Mclaughlin, Treasurer, and Jason Sanford, Secretary.

- **OLD BUSINESS**

- **STANDING BUSINESS**

- Discussions regarding changes to by-laws
 - a. Remove items that are technically 'rules' to a consolidated rules list outside of by-laws.
 - b. Change the length of officer terms to 3 yrs. to maintain more continuity.

The Board of Directors approved to create a committee headed up by Renee Rodriguez (601) and Jason Sanford (901) to review the by-laws and rules if regulations to decipher overlap in language in each document.

- **PROJECT HOPPER:**

1. **Building Internet Service: (Comcast)**

Comcast Internet agreement has been executed and awaiting a timeframe of installation from Comcast.

- **NEXT MEETING**

- May 8, 2024

- **ADJOURNMENT**

- **EXECUTIVE SESSION** - *To Follow the Meeting of The Board of Directors*



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THE CAPITOL LOFTS COUNCIL OF CO-OWNERS
ANNUAL MEETING OF THE BOARD OF DIRECTORS
Virtual Teleconference
March 13, 2024, at 6:00 PM
MINUTES

- **CONFIRMATION OF A QUORUM**

Directors Present:

Jack Downes
Renee Rodriguez
Jason Sanford
Cody McLaughlin
Todd Early

In Attendance:

Daniel Kuehn – Boxer Property Management

- **HOMEOWNER FORUM**

Homeowners present
Hanson (702) – Listening in on Insurance Update
Mitts (705) – Listening in on Insurance Update
Mitchell (703) – Listening in on Insurance Update
Champion (303) – Listening in on Insurance Update
Foote (1002) – Listening in on Insurance Update

- **CALL TO ORDER**

The meeting was called to order at 6:05pm

- **ADOPTION OF AGENDA**

Motion to Approve the March 13, 2024, Agenda
Proposed by: Jack Downes
Seconded by: Cody Rene Rodriguez

- **CONSIDERATION OF PRIOR MEETING MINUTES**

Motion to Approve the March 2023 Annual Meeting Minutes.
Proposed by: Jack Downes
Seconded by: Cody McLaughlin

- **TREASURER'S REPORT**

- 4/2024 – 3/2025 Budget Approval - **The proposed 4/2024 – 3/2025 was unanimously approved**

- **SECRETERY'S REPORT**

Motion to Approve the March 2023 Annual Meeting Minutes.
Proposed by: Jack Downes
Seconded by: Cody McLaughlin

- **PRESIDENT'S REPORT**

- 2024 – 2025 Election Results
- Board Positions

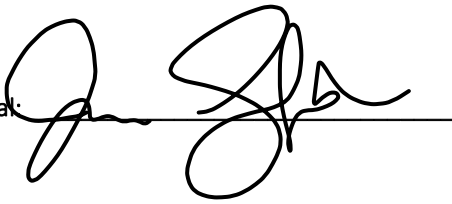
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- **NEXT MEETING**

- April 10, 2024

- **ADJOURNMENT**– Meeting was adjourned at 6:10

Board Approval:

A handwritten signature in black ink, appearing to be 'J Downes', written over a horizontal line.

Date:

4/5/24

Financial Report Package

March FY 2024

Prepared for

The Capitol Lofts Council of Co Owners, Inc.

By

Boxer Property Management

Balance Sheet - Selected Items

	Mar-24
Cash	43,960.99
Reserve cash	328,728.48
Elevator note	107,991.31

Statement of Operations

HOA Fees	31,717.52
Special Assessment - Insurance Premium	6,618.60
NSF Fees	-
Capital Improvement Fee	-
Payroll and G&A Expenses	(4,389.05)
R&M	(4,731.24)
Utilities	(5,088.58)
Contract Services	(1,375.15)
Boxer Fees	(5,689.60)
Taxes, Interest & Insurance	(9,521.23)
Elevator note payment	(4,391.95)
	3,149.32

Balance Sheet

Period = March 2024

Book = Accrual ; Tree = ysi_bs

	Operating	Reserve	Total
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	43,960.99	0.00	43,960.99
Cash - Reserve Bank Acct 1	0.00	328,728.48	328,728.48
Due To/From - Employee Reimbursements	0.00	0.00	0.00
Accounts Receivable	0.00	0.00	0.00
A/R - Other	0.00	0.00	0.00
Other Prepaid Expense	2,340.00	0.00	2,340.00
Prepaid Insurance	0.00	0.00	0.00
TOTAL CURRENT ASSETS	46,300.99	328,728.48	375,029.47
FIXED ASSETS			
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	46,300.99	328,728.48	375,029.47
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	1,885.45	0.00	1,885.45
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	4,907.72	0.00	4,907.72
Accrued Expenses	4,132.18	0.00	4,132.18
Accrued Property Taxes	0.00	0.00	0.00
Note Payable	107,991.31	0.00	107,991.31
TOTAL LIABILITIES	118,916.66	0.00	118,916.66
CAPITAL			
Retained Earnings	-72,615.67	0.00	-72,615.67
Reserve Equity	0.00	328,728.48	328,728.48
TOTAL CAPITAL	-72,615.67	328,728.48	256,112.81
TOTAL LIABILITIES and CAPITAL	46,300.99	328,728.48	375,029.47
Total of All	0.00	0.00	0.00

Balance Sheet - Comparative - Operating

Period = March 2024

Book = Accrual ; Tree = ysi_bs

	Current Balance	Prior Month Balance	Change
	3/31/2024	2/29/2024	
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	43,960.99	29,431.95	14,529.04
Cash - Reserve Bank Acct 1	0.00	0.00	0.00
Due To/From - Employee Reimbursements	0.00	0.00	0.00
Accounts Receivable	0.00	0.00	0.00
A/R - Other	0.00	0.00	0.00
Other Prepaid Expense	2,340.00	820.00	1,520.00
Prepaid Insurance	0.00	8,842.33	-8,842.33
TOTAL CURRENT ASSETS	46,300.99	39,094.28	7,206.71
FIXED ASSETS			
Work-in-Progress - Build Cap	0.00	0.00	0.00
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	46,300.99	39,094.28	7,206.71
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	1,885.45	404.52	1,480.93
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	4,907.72	2,280.51	2,627.21
Accrued Expenses	4,132.18	4,163.04	-30.86
Accrued Property Taxes	0.00	19.89	-19.89
Note Payable	107,991.31	112,383.26	-4,391.95
TOTAL LIABILITIES	118,916.66	119,251.22	-334.56
CAPITAL			
Retained Earnings	-72,615.67	-80,156.94	7,541.27
Reserve Equity	0.00	0.00	0.00
TOTAL CAPITAL	-72,615.67	-80,156.94	7,541.27
TOTAL LIABILITIES and CAPITAL	46,300.99	39,094.28	7,206.71
Total of All	0.00	0.00	0.00

Balance Sheet - Comparative - Reserve

Period = March 2024

Book = Accrual ; Tree = ysi_bs

	Current Balance	Prior Month Balance	Change
	3/31/2024	2/29/2024	
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	0.00	0.00	0.00
Cash - Reserve Bank Acct 1	328,728.48	324,874.30	3,854.18
Budgeted NOI Transfer to Reserve	0.00	0.00	0.00
2023-2024 Insurance Premium payment	0.00	0.00	0.00
Monthly Insurance Premium Payback	0.00	3,854.18	-3,854.18
Capital Fee #303 Philip Champion (pcha)	0.00	0.00	0.00
Accounts Receivable	0.00	0.00	0.00
A/R - Other	0.00	0.00	0.00
Prepaid Insurance	0.00	0.00	0.00
TOTAL CURRENT ASSETS	328,728.48	328,728.48	0.00
TOTAL ASSETS	328,728.48	328,728.48	0.00
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	0.00	0.00	0.00
Prepaid Rent	0.00	0.00	0.00
Accrued Expenses	0.00	0.00	0.00
Note Payable	0.00	0.00	0.00
TOTAL LIABILITIES	0.00	0.00	0.00
CAPITAL			
Retained Earnings	0.00	0.00	0.00
Reserve Equity	328,728.48	328,728.48	0.00
TOTAL CAPITAL	328,728.48	328,728.48	0.00
TOTAL LIABILITIES and CAPITAL	328,728.48	328,728.48	0.00
Total of All	0.00	0.00	0.00

The Capitol Lofts Council of Co-Owners (711c)

Income Statement - Operating

For the period ending March 31, 2024

	Current Month			Year to Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005 <u>REVENUES</u>							
401300 Late Fees	0.00	0.00	0.00	109.07	0.00	109.07	0.00
401300 HOA Assessment Revenue	31,717.52	32,217.50	-499.98	380,610.24	386,610.00	-5,999.76	386,610.00
401500 NSF Fees	0.00	0.00	0.00	30.00	0.00	30.00	0.00
500500 TOTAL REVENUES	31,717.52	32,217.50	-499.98	380,749.31	386,610.00	-5,860.69	386,610.00
500600 <u>OPERATING EXPENSES</u>							
600000 Controllable Expenses							
600001 Salaries and Benefits							
600037 Payroll - Building Managers	622.00	586.72	-35.28	7,877.77	7,680.16	-197.61	7,680.16
600038 P/R Burden - Building Managers	111.96	105.61	-6.35	1,335.78	1,382.44	46.66	1,382.44
600043 Payroll - HVAC/Engineering	0.00	0.00	0.00	431.82	0.00	-431.82	0.00
600044 P/R Burden - HVAC/Engineering	0.00	0.00	0.00	69.09	0.00	-69.09	0.00
600047 Payroll - Day Cleaners	1,670.99	2,946.02	1,275.03	30,555.13	38,298.26	7,743.13	38,298.26
600048 P/R Burden - Day Cleaners	300.78	530.28	229.50	5,082.45	6,893.66	1,811.21	6,893.66
600110 Payroll - Bonus	45.21	0.00	-45.21	-116.82	0.00	116.82	0.00
600150 Total Salaries and Benefits	2,750.94	4,168.63	1,417.69	45,235.22	54,254.52	9,019.30	54,254.52
610000 G/A Expenses							
610114 ParkingLot Lease Expense	1,200.00	1,200.00	0.00	14,400.00	14,400.00	0.00	14,400.00
610118 Publications and Subscriptions	0.00	592.00	592.00	0.00	592.00	592.00	592.00
610119 Dues/Membership/License/Fees	0.00	0.00	0.00	756.80	0.00	-756.80	0.00
610120 Legal and Professional	0.00	0.00	0.00	3,645.00	3,195.00	-450.00	3,195.00
610130 Telephone	407.11	325.00	-82.11	5,837.21	5,070.00	-767.21	5,070.00
610160 Auto Expenses	6.00	0.00	-6.00	18.00	0.00	-18.00	0.00
610170 Travel	25.00	0.00	-25.00	25.00	0.00	-25.00	0.00

610999	Total G/A Expenses	1,638.11	2,117.00	478.89	24,682.01	23,257.00	-1,425.01	23,257.00
619999	Repair and Maintenance							
620001	RM - Supplies-Com. Area	497.70	0.00	-497.70	2,081.94	0.00	-2,081.94	0.00
620003	RM - Supplies-Small Tools	0.00	0.00	0.00	85.72	0.00	-85.72	0.00
620006	RM - Repair-Exterior Building	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
620010	RM - Repair-Non Recurring	0.00	0.00	0.00	265.88	0.00	-265.88	0.00
620011	RM - HVAC-Repair	0.00	0.00	0.00	6,458.06	0.00	-6,458.06	0.00
620012	RM - HVAC-Supplies	0.00	0.00	0.00	243.84	0.00	-243.84	0.00
620014	RM - Permits	98.70	0.00	-98.70	1,428.31	987.88	-440.43	987.88
620020	RM - Com-Electrical	0.00	0.00	0.00	585.49	0.00	-585.49	0.00
620022	RM - Com-Fireproof/Life Safety	2,535.64	0.00	-2,535.64	20,339.65	8,600.00	-11,739.65	8,600.00
620025	RM - Com-Painting Int.	0.00	0.00	0.00	390.85	0.00	-390.85	0.00
620027	RM - Com-Signage	0.00	0.00	0.00	64.07	0.00	-64.07	0.00
620028	RM - Com-Plumbing	1,039.20	0.00	-1,039.20	1,320.65	0.00	-1,320.65	0.00
620029	RM - Com-Elevator	560.00	0.00	-560.00	10,055.12	0.00	-10,055.12	0.00
620039	RM - TS-Lighting Fixtures	0.00	0.00	0.00	126.82	0.00	-126.82	0.00
620999	Total Repair and Maintenance	4,731.24	0.00	-4,731.24	43,446.40	13,587.88	-29,858.52	13,587.88
630000	Utilities							
630001	Utilities - Electric	970.48	1,154.00	183.52	12,450.97	15,014.00	2,563.03	15,014.00
630002	Utilities - Water	4,118.10	1,640.00	-2,478.10	28,176.77	19,680.00	-8,496.77	19,680.00
630999	Total Utilities	5,088.58	2,794.00	-2,294.58	40,627.74	34,694.00	-5,933.74	34,694.00
640000	Contract Services							
640004	CS - Elevator	780.00	780.00	0.00	9,360.00	9,360.00	0.00	9,360.00
640010	CS - Pest Control	86.82	86.82	0.00	1,041.84	1,041.84	0.00	1,041.84
640011	CS - Fire and Security Monitoring	40.00	40.00	0.00	480.00	480.00	0.00	480.00
640013	CS - Waste Removal	468.33	415.00	-53.33	5,382.20	4,980.00	-402.20	4,980.00
640998	Total Contract Services	1,375.15	1,321.82	-53.33	16,264.04	15,861.84	-402.20	15,861.84

640999	Total Controllable Expenses	15,584.02	10,401.45	-5,182.57	170,255.41	141,655.24	-28,600.17	141,655.24
	Other Operating Expenses							
860501	Other Admin Expenses	343.97	0.00	-343.97	343.97	0.00	-343.97	0.00
862020	Shared Svc - Legal and Human Res	805.45	805.45	0.00	4,977.69	9,665.40	4,687.71	9,665.40
862030	Shared Svc - Information Systems	415.28	415.28	0.00	4,983.36	4,983.36	0.00	4,983.36
863010	Asset Management Fee	1,666.67	1,666.67	0.00	20,000.04	20,000.04	0.00	20,000.04
650008	Admin PT - HVAC/Engineering	480.89	480.89	0.00	5,770.68	5,770.68	0.00	5,770.68
650021	Admin PT - Accounting and Finance	1,104.72	1,104.72	0.00	13,256.64	13,256.64	0.00	13,256.64
650058	Admin PT - Houston Region	872.62	872.62	0.00	10,471.44	10,471.44	0.00	10,471.44
650950	Total Shared Service (Pass Thru)	5,689.60	5,345.63	-343.97	59,803.82	64,147.56	4,343.74	64,147.56
820000	Interest Expense	659.01	433.43	-225.58	10,048.94	6,573.79	-3,475.15	6,573.79
650952	Property Taxes	19.89	19.89	0.00	238.68	238.68	0.00	238.68
650954	Insurance	8,842.33	3,878.00	-4,964.33	106,163.60	46,536.00	-59,627.60	46,536.00
863018	Reserve Contribution - Budgeted Reserve	0.00	5,747.93	5,747.93	40,235.51	68,975.16	28,739.65	68,975.16
650997	Total Taxes & Insurance	9,521.23	10,079.25	558.02	156,686.73	122,323.63	-34,363.10	122,323.63
900000	TOTAL EXPENSE	30,794.85	25,826.33	-4,968.52	386,745.96	328,126.43	-58,619.53	328,126.43
900001	NET OPERATING INCOME	922.67	6,391.17	-5,468.50	-5,996.65	58,483.57	-64,480.22	58,483.57

The Capitol Lofts Council of Co-Owners (711c)

Income Statement - Reserve

For the period ending March 31, 2024

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	REVENUES							
401305	Reserve Contributions - Budgeted Reserve	0.00	5,747.93	-5,747.93	40,235.51	68,975.16	-28,739.65	68,975.16
401310	Capital Improvement Fee	0.00	0.00	0.00	3,324.27	0.00	3,324.27	0.00
401350	Special Assessment - Insurance Premium	6,618.60	0.00	6,618.60	59,567.40	0.00	59,567.40	0.00
500500	TOTAL REVENUES	6,618.60	5,747.93	870.67	103,127.18	68,975.16	34,152.02	68,975.16
Other Expenses (Income)								
820000	Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
860000	Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenses (Income)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900001	NET OPERATING INCOME	6,618.60	5,747.93	870.67	103,127.18	68,975.16	34,152.02	68,975.16

The Capitol Lofts Council of Co-Owners (711c)

Statement (12 months) - Operating

Period = Apr 2023-Mar 2024

Book = Accrual ; Tree = ysi_is

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total
400005 REVENUES													
401200 Late Fees	0.00	109.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.07
401300 HOA Assessment Revenue	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	380,610.24
401500 NSF Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	30.00
500500 TOTAL REVENUE	31,717.52	31,826.59	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	31,747.52	31,717.52	31,717.52	380,749.31
500600 OPERATING EXPENSES													
600000 Controllable Expenses													
600001 Salaries and Benefits													
600037 Payroll-Building Managers	586.80	880.20	586.80	586.80	586.80	586.80	586.80	880.20	739.37	613.20	622.00	622.00	7,877.77
600038 P/R Burden-Building Managers	93.88	140.82	93.88	93.88	93.88	93.88	99.75	158.43	133.08	110.38	111.96	111.96	1,335.78
600043 Payroll - HVAC/Engineering	288.19	0.00	0.00	0.00	0.00	143.63	0.00	0.00	0.00	0.00	0.00	0.00	431.82
600044 P/R Burden - HVAC/Engineering	46.11	0.00	0.00	0.00	0.00	22.98	0.00	0.00	0.00	0.00	0.00	0.00	69.09
600047 Payroll-Day Cleaners	2,970.91	4,463.32	2,971.93	3,002.12	2,987.49	2,980.67	2,249.11	2,240.70	1,875.89	1,561.68	1,580.32	1,670.99	30,555.13
600048 P/R Burden-Day Cleaners	475.34	714.14	475.51	480.34	478.00	476.91	374.87	403.34	337.66	281.10	284.46	300.78	5,082.45
600110 Payroll - Bonus	75.84	105.39	70.30	70.77	70.48	73.18	55.92	41.11	-811.35	42.90	43.43	45.21	-116.82
600150 Total Salaries and Benefits	4,537.07	6,303.87	4,198.42	4,233.91	4,216.65	4,378.05	3,366.45	3,723.78	2,274.65	2,609.26	2,642.17	2,750.94	45,235.22
610000 G/A Expenses													
610114 ParkingLot Lease Expense	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	14,400.00
610118 Publications and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610119 Dues/Membership/License/Fees	0.00	0.00	159.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	597.00	0.00	756.80
610120 Legal and Professional	0.00	0.00	0.00	0.00	0.00	0.00	3,295.00	0.00	350.00	0.00	0.00	0.00	3,645.00
610130 Telephone	531.37	529.80	558.22	560.62	539.05	538.17	707.89	243.59	407.17	407.11	407.11	407.11	5,837.21
610160 Auto Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	0.00	6.00	0.00	6.00	18.00
610170 Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	25.00
610999 Total G/A Expenses	1,731.37	1,729.80	1,918.02	1,760.62	1,739.05	1,738.17	5,202.89	1,449.59	1,957.17	1,613.11	2,204.11	1,638.11	24,682.01
619999 Repair and Maintenance													
620001 RM - Supplies-Com. Area	0.00	0.00	0.00	40.44	0.00	153.30	1,060.03	159.01	141.25	0.00	30.21	497.70	2,081.94
620003 RM - Supplies-Small Tools	0.00	0.00	0.00	0.00	0.00	28.44	57.28	0.00	0.00	0.00	0.00	0.00	85.72
620006 RM - Repair-Exterior Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
620010 RM - Repair-Non Recurring	0.00	0.00	0.00	0.00	265.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	265.88
620011 RM - HVAC-Repair	0.00	0.00	0.00	0.00	0.00	2,874.99	3,583.07	0.00	0.00	0.00	0.00	0.00	6,458.06
620012 RM - HVAC-Supplies	74.46	56.02	0.00	48.56	0.00	0.00	0.00	0.00	0.00	64.80	0.00	0.00	243.84
620014 RM - Permits	192.30	0.00	0.00	801.27	0.00	0.00	336.04	0.00	0.00	0.00	0.00	98.70	1,428.31
620020 RM - Com-Electrical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	585.49	0.00	0.00	0.00	0.00	585.49
620022 RM-Com.-Fireproof/Life Safety	0.00	4,095.00	0.00	2,078.40	1,238.38	1,051.88	2,518.34	1,083.51	4,000.39	861.86	876.25	2,535.64	20,339.65
620025 RM - Com-Painting Int.	0.00	0.00	0.00	0.00	0.00	0.00	225.82	0.00	0.00	0.00	165.03	0.00	390.85

620027	RM - Com-Signage	0.00	0.00	64.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64.07	
620028	RM - Com-Plumbing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	281.45	1,039.20	1,320.65	
620029	RM - Com-Elevator	4,581.19	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	4,613.93	560.00	10,055.12	
620039	RM - TS-Lighting Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	126.82	0.00	0.00	0.00	0.00	126.82	
620999	Total Repair and Maintenance	4,847.95	4,151.02	64.07	2,968.67	1,804.26	4,108.61	7,907.40	1,828.01	4,141.64	926.66	5,966.87	4,731.24	43,446.40
630000	Utilities													
630001	Utilities-Electric	1,119.24	1,339.07	1,409.66	1,404.61	232.01	21.16	1,375.60	1,118.81	1,301.44	1,213.03	945.86	970.48	12,450.97
630002	Utilities-Water	1,678.27	1,843.85	2,517.85	1,793.30	1,388.90	1,827.00	2,450.45	1,961.80	3,057.05	2,770.10	2,770.10	4,118.10	28,176.77
630999	Total Utilities	2,797.51	3,182.92	3,927.51	3,197.91	1,620.91	1,848.16	3,826.05	3,080.61	4,358.49	3,983.13	3,715.96	5,088.58	40,627.74
640000	Contract Services													
640004	CS-Elevator	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	9,360.00
640010	CS-Pest Control	86.82	86.82	86.82	86.82	86.82	86.82	86.82	86.82	86.82	86.82	86.82	86.82	1,041.84
640011	CS-Fire and Security Monitoring	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
640013	CS-Waste Removal	413.35	413.35	425.73	425.73	425.73	468.33	468.33	468.33	468.33	468.33	468.33	468.33	5,382.20
640998	Total Contract Services	1,320.17	1,320.17	1,332.55	1,332.55	1,332.55	1,375.15	1,375.15	1,375.15	1,375.15	1,375.15	1,375.15	1,375.15	16,264.04
640999	Total Controllable Expenses	15,234.07	16,687.78	11,440.57	13,493.66	10,713.42	13,448.14	21,677.94	11,457.14	14,107.10	10,507.31	15,904.26	15,584.02	170,255.41
	Other Operating Expenses													
860501	Other Admin Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	343.97	343.97
862020	Shared Svc - Legal and Human Res	805.45	805.45	805.45	805.45	805.45	805.45	805.45	805.45	-3,882.26	805.45	805.45	805.45	4,977.69
862030	Shared Svc - Information Systems	415.28	415.28	415.28	415.28	415.28	415.28	415.28	415.28	415.28	415.28	415.28	415.28	4,983.36
863010	Asset Management Fee	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	20,000.04
650008	Admin. PT-HVAC/Engineering	480.89	480.89	480.89	480.89	480.89	480.89	480.89	480.89	480.89	480.89	480.89	480.89	5,770.68
650021	Admin. PT-Accounting and Finance	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	1,104.72	13,256.64
650058	Admin PT-Houston Region	872.62	872.62	872.62	872.62	872.62	872.62	872.62	872.62	872.62	872.62	872.62	872.62	10,471.44
650950	Total Shared Service (Pass Thru)	5,345.63	5,345.63	5,345.63	5,345.63	5,345.63	5,345.63	5,345.63	5,345.63	657.92	5,345.63	5,345.63	5,689.60	59,803.82
820000	Interest Expense	993.87	937.20	942.66	887.33	890.80	864.73	811.44	811.91	760.01	758.44	731.54	659.01	10,048.94
650952	Property Taxes	19.89	19.89	19.89	19.89	19.89	19.89	19.89	19.89	19.89	19.89	19.89	19.89	238.68
650954	Insurance	8,897.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.38	8,842.38	8,842.33	106,163.60
863018	Reserve Contribution - Budgeted Reserve	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	0.00	0.00	0.00	0.00	0.00	40,235.51
650997	Total Taxes and Ins.	15,659.08	15,547.41	15,552.87	15,497.54	15,501.01	15,474.94	15,421.65	9,674.19	9,622.29	9,620.71	9,593.81	9,521.23	156,686.73
900000	TOTAL EXPENSE	36,238.78	37,580.82	32,339.07	34,336.83	31,560.06	34,268.71	42,445.22	26,476.96	24,387.31	25,473.65	30,843.70	30,794.85	386,745.96
900001	NET INCOME (LOSS)	-4,521.26	-5,754.23	-621.55	-2,619.31	157.46	-2,551.19	-10,727.70	5,240.56	7,330.21	6,273.87	873.82	922.67	-5,996.62

The Capitol Lofts Council of Co-Owners (711c)

Statement (12 months) - Reserve

Period = Apr 2023-Mar 2024

Book = Accrual ; Tree = ysi_is

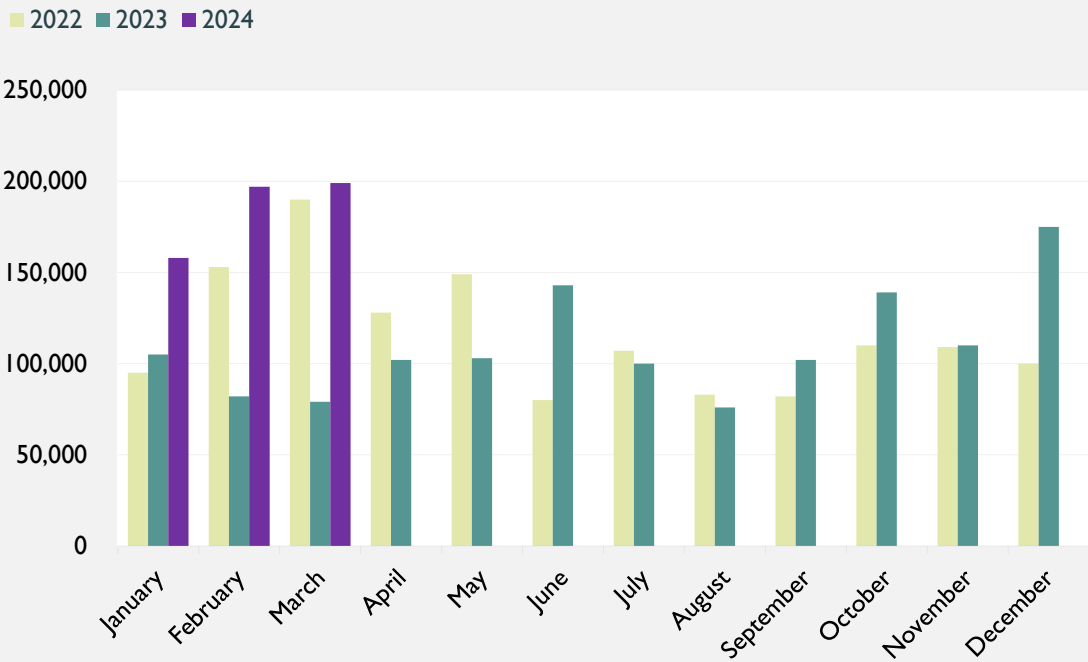
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total
400005 REVENUES													
401305 Reserve Contributions - Budgeted Reserve	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	0.00	0.00	0.00	0.00	0.00	40,235.51
401310 Capital Improvement Fee	1,645.68	0.00	1,678.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,324.27
401350 Special Assessment - Insurance Premium	0.00	0.00	0.00	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	59,567.40
500500 TOTAL REVENUES	7,393.61	5,747.93	7,426.52	12,366.53	12,366.53	12,366.53	12,366.53	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	103,127.18
OTHER EXPENSES (INCOME)													
820000 Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
860000 Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900000 TOTAL OTHER EXPENSES (INCOME)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900001 NET OPERATING INCOME	7,393.61	5,747.93	7,426.52	12,366.53	12,366.53	12,366.53	12,366.53	6,618.60	6,618.60	6,618.60	6,618.60	6,618.60	103,127.18

Capitol Lofts

Water Usage

BUDGET TOTALS	January	February	March	April	May	June	July	August	September	October	November	December
2022	95,000	153,000	190,000	128,000	149,000	80,000	107,000	83,000	82,000	110,000	109,000	100,000
2023	105,000	82,000	79,000	102,000	103,000	143,000	100,000	76,000	102,000	139,000	110,000	175,000
2024	158,000	197,000	199,000	0	0	0	0	0	0	0	0	0
Occupancy	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

USAGE SUMMARY



Capitol Lofts

Electricity Usage

BUDGET TOTALS	January	February	March	April	May	June	July	August	September	October	November	December
2022	12,691	9,326	10,230	11,659	18,381	21,524	24,717	20,788	21,257	16,096	12,981	9,902
2023	10,437	9,062	10,336	11,469	12,580	14,816	14,384	14,538	16,860	14,470	12,071	11,262
2024	11,503	10,067	11,192									
Billing Days	34	28	28									

USAGE SUMMARY

