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
November 8, 2023 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 October 11th, 2023, Board of Directors meeting.
- FINANCIAL REPORT
  - Summary of financials ending October 2023. Reserve account is a depository account monthly. The account requires board vote to utilize funds.
- MANAGER'S REPORT
  - Commercial Space: All construction has been completed and they have received their Certificate of Occupancy and are looking to re-open mid to end November. HOA will be scheduling a meeting with board members and co-owners who wish to join with the tenant to discuss the sound levels.
  - Utility Comparison – Please see the provided usage graphs.
- PRESIDENT'S REPORT
  - October 2023 Delinquent Accounts = 0
- TREASURER'S REPORT
- SECRETERY'S REPORT
- NEW BUSINESS
  -
- OLD BUSINESS
  - Gathering quotes to replace the directory. Quotes received vary from $5,000 - $6,500. Attempting to locate a directory box much cheaper with capabilities suited for the lofts.

- 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/Phone Service: (Michael Moore)**
     Boxer’s marketing group prepared a survey regarding internet/tv/streaming services. Results below

	Yes	No	N/A
Do you pay for/bundle any cable television service?	13	12	
If yes, is the cost of internet/cable less than $70?	7	16	2
If you have cable television, which package do you subscribe to?	Basic Package (Bronze) - 4 Preferred Package (Silver) - 1 Premiere Package (Gold) - 1		
Do you use streaming services (Netflix, Hulu, AppleTV, etc.)?	23	2	
If yes, is the cost of internet/streaming less than $70?	16	8	1
Do you work from home (part-time or full-time)?	17	8	
Is your internet speed less than 1 Gig?	12	13	

- NEXT MEETING
  - December 13, 2023

- ADJOURNMENT

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

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
October 11, 2023 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 (4):
  Hanson (702) – Listening into the meeting
  Chen (905) – Inquired on Slack Communication Platform and A/C Unit Locations
  Moore (401) – Inquired on smoking in the building / Comcast Internet
  Mitchell (703) – Listening into the meeting.

- CALL TO ORDER

  The meeting was called to order at 6.15pm

- ADOPTION OF AGENDA

  Motion to Approve the October 11, 2023 Agenda
  Proposed by: Jack Downes
  Seconded by: Renee Rodriguez

- CONSIDERATION OF PRIOR MEETING MINUTES

  Motion to Approve the September 13th, 2023 Minutes
  Proposed by: Jack Downes
  Seconded by: Jason Sanford

- FINANCIAL REPORT

  The Financial Report ending September 30, 2023 was reviewed.
  The Reserve account is a depository account on a monthly basis. This account requires the board vote to remove / utilize funds.

- MANAGER’S REPORT
  - Homeless Situation: The City of Houston contracts with S.E.A.L. to patrol Downtown and assist with security issues. Should there be homeless individuals either in front of the Lofts or in front of the commercial space, it is requested that they be called at 713-979-2333
  - Utility Comparison – Please see the provided usage graphs.

    Due to Boxer selling back blocks of excess electricity both in August and September, savings to the Lofts of $1,646.43 for the last 2 months have occurred. 8/23 bill would have been $1,049 compared to only $574 being paid and 9/23 bill would have been $1,192 compared to only $21 being paid.

- PRESIDENT’S REPORT

  September 2023 Delinquent Accounts = 0

- NEW BUSINESS

- OLD BUSINESS

  Gathering quotes to replace the directory.

- 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 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:

  Building Internet/Phone Service: Quote from Comcast presented to Michael Moore

  Popular TV and Superfast Internet- 800mbps - $70/per unit.
  Superfast Internet $35/per unit.
  If we want gig-speed internet it would add an additional $15-$20 per unit.
  Channel line-up
  - Limited Basic
  - Kids & Family
  - Entertainment
  - Sports & News

Includes: Router/modem, X1 platform which includes (1) HD DVR and (1) Digital adapter
5 year agreement with a 5% cap escalator per year.

- NEXT MEETING
  - November 8, 2023
- ADJOURNMENT– Meeting was adjourned at 6:36pm
- EXECUTIVE SESSION - *To Follow the Meeting of The Board of Directors*

Board Approval: ______________________ Date: ______________________

Financial Report Package

October FY 2023

Prepared for

The Capitol Lofts Council of Co Owners, Inc.

By

Boxer Property Management

Balance Sheet - Selected Items

	Oct-23
Cash	3,917.46
Reserve cash	311,637.10
Elevator note	129,525.20

Statement of Operations

HOA Fees	31,717.52
Special Assessment - Insurance Premium	6,618.60
Capital Improvement Fee	-
Payroll and G&A Expenses	(8,569.34)
R&M	(7,907.40)
Utilities	(3,826.05)
Contract Services	(1,375.15)
Boxer Fees	(5,345.63)
Taxes, Interest & Insurance	(9,673.72)
Elevator note payment	(4,239.52)
	(2,600.69)

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

Balance Sheet

Period = October 2023

Book = Accrual ; Tree = ysi_bs

	Operating	Reserve	Total
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	3,917.46	0.00	3,917.46
Cash - Reserve Bank Acct 1	0.00	311,637.10	311,637.10
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	1,640.00	0.00	1,640.00
Prepaid Insurance	26,342.50	0.00	26,342.50
TOTAL CURRENT ASSETS	31,899.96	311,637.10	343,537.06
FIXED ASSETS			
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	31,899.96	311,637.10	343,537.06
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	3,748.49	0.00	3,748.49
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	5,330.76	0.00	5,330.76
Accrued Expenses	2,553.93	0.00	2,553.93
Note Payable	129,525.20	0.00	129,525.20
TOTAL LIABILITIES	141,158.38	0.00	141,158.38
CAPITAL			
Retained Earnings	-109,258.42	0.00	-109,258.42
Reserve Equity	0.00	311,637.10	311,637.10
TOTAL CAPITAL	-109,258.42	311,637.10	202,378.68
TOTAL LIABILITIES and CAPITAL	31,899.96	311,637.10	343,537.06
Total of All	0.00	0.00	0.00

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

Balance Sheet - Comparative - Operating

Period = October 2023

Book = Accrual ; Tree = ysi_bs

	Current Balance 10/31/2023	Prior Month Balance 9/30/2023	Change
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	3,917.46	16,341.44	-12,423.98
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	1,640.00	2,340.00	-700.00
Prepaid Insurance	26,342.50	26,250.20	92.30
TOTAL CURRENT ASSETS	31,899.96	44,931.64	-13,031.68
FIXED ASSETS			
Work-in-Progress - Build Cap	0.00	0.00	0.00
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	31,899.96	44,931.64	-13,031.68
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	3,748.49	409.33	3,339.16
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	5,330.76	8,088.31	-2,757.55
Accrued Expenses	2,553.93	1,200.00	1,353.93
Note Payable	129,525.20	133,764.72	-4,239.52
TOTAL LIABILITIES	141,158.38	143,462.36	-2,303.98
CAPITAL			
Retained Earnings	-109,258.42	-98,530.72	-10,727.70
Reserve Equity	0.00	0.00	0.00
TOTAL CAPITAL	-109,258.42	-98,530.72	-10,727.70
TOTAL LIABILITIES and CAPITAL	31,899.96	44,931.64	-13,031.68
Total of All	0.00	0.00	0.00

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

Balance Sheet - Comparative - Reserve

Period = October 2023

Book = Accrual ; Tree = ysi_bs

	Current Balance 10/31/2023	Prior Month Balance 9/30/2023	Change
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	0.00	0.00	0.00
Cash - Reserve Bank Acct 1	299,270.57	286,904.04	12,366.53
Budgeted NOI Transfer to Reserve	5,747.93	5,747.93	0.00
2023-2024 Insurance Premium payment	0.00	0.00	0.00
Monthly Insurance Premium Payback	6,618.60	6,618.60	0.00
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	311,637.10	299,270.57	12,366.53
TOTAL ASSETS	311,637.10	299,270.57	12,366.53
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	311,637.10	299,270.57	12,366.53
TOTAL CAPITAL	311,637.10	299,270.57	12,366.53
TOTAL LIABILITIES and CAPITAL	311,637.10	299,270.57	12,366.53
Total of All	0.00	0.00	0.00

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

Income Statement - Operating

For the period ending October 31, 2023

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	**REVENUES**							
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	222,022.64	225,522.50	-3,499.86	386,610.00
500500	**TOTAL REVENUES**	**31,717.52**	**32,217.50**	**-499.98**	**222,131.71**	**225,522.50**	**-3,390.79**	**386,610.00**
500600	**OPERATING EXPENSES**							
600000	**Controllable Expenses**							
600001	Salaries and Benefits							
600037	Payroll - Building Managers	586.80	586.72	-0.08	4,401.00	4,426.80	25.80	7,680.16
600038	P/R Burden - Building Managers	99.75	105.61	5.86	709.97	796.83	86.86	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	2,249.11	2,946.02	696.91	21,625.55	22,095.15	469.60	38,298.26
600048	P/R Burden - Day Cleaners	374.87	530.28	155.41	3,475.11	3,977.11	502.00	6,893.66
600110	Payroll - Bonus	55.92	0.00	-55.92	521.88	0.00	-521.88	0.00
600150	Total Salaries and Benefits	3,366.45	4,168.63	802.18	31,234.42	31,295.89	61.47	54,254.52
610000	G/A Expenses							
610114	ParkingLot Lease Expense	1,200.00	1,200.00	0.00	8,400.00	8,400.00	0.00	14,400.00
610118	Publications and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	592.00
610119	Dues/Membership/License/Fees	0.00	0.00	0.00	159.80	0.00	-159.80	0.00
610120	Legal and Professional	3,295.00	0.00	-3,295.00	3,295.00	0.00	-3,295.00	3,195.00
610130	Telephone	707.89	325.00	-382.89	3,965.12	3,445.00	-520.12	5,070.00
610999	Total G/A Expenses	5,202.89	1,525.00	-3,677.89	15,819.92	11,845.00	-3,974.92	23,257.00

619999	Repair and Maintenance							
620001	RM - Supplies-Com. Area	1,060.03	0.00	-1,060.03	1,253.77	0.00	-1,253.77	0.00
620003	RM - Supplies-Small Tools	57.28	0.00	-57.28	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	3,583.07	0.00	-3,583.07	6,458.06	0.00	-6,458.06	0.00
620012	RM - HVAC-Supplies	0.00	0.00	0.00	179.04	0.00	-179.04	0.00
620014	RM - Permits	336.04	350.00	13.96	1,329.61	837.88	-491.73	987.88
620022	RM - Com-Fireproof/Life Safety	2,518.34	2,100.00	-418.34	10,982.00	5,900.00	-5,082.00	8,600.00
620025	RM - Com-Painting Int.	225.82	0.00	-225.82	225.82	0.00	-225.82	0.00
620027	RM - Com-Signage	0.00	0.00	0.00	64.07	0.00	-64.07	0.00
620029	RM - Com-Elevator	0.00	0.00	0.00	4,881.19	0.00	-4,881.19	0.00
620039	RM - TS-Lighting Fixtures	126.82	0.00	-126.82	126.82	0.00	-126.82	0.00
620999	Total Repair and Maintenance	7,907.40	2,450.00	-5,457.40	25,851.98	10,737.88	-15,114.10	13,587.88
630000	Utilities							
630001	Utilities - Electric	1,375.60	1,207.00	-168.60	6,901.35	9,206.00	2,304.65	15,014.00
630002	Utilities - Water	2,450.45	1,640.00	-810.45	13,499.62	11,480.00	-2,019.62	19,680.00
630999	Total Utilities	3,826.05	2,847.00	-979.05	20,400.97	20,686.00	285.03	34,694.00
640000	Contract Services							
640004	CS - Elevator	780.00	780.00	0.00	5,460.00	5,460.00	0.00	9,360.00
640010	CS - Pest Control	86.82	86.82	0.00	607.74	607.74	0.00	1,041.84
640011	CS - Fire and Security Monitoring	40.00	40.00	0.00	280.00	280.00	0.00	480.00
640013	CS - Waste Removal	468.33	415.00	-53.33	3,040.55	2,905.00	-135.55	4,980.00
640998	Total Contract Services	1,375.15	1,321.82	-53.33	9,388.29	9,252.74	-135.55	15,861.84
640999	Total Controllable Expenses	21,677.94	12,312.45	-9,365.49	102,695.58	83,817.51	-18,878.07	141,655.24
	Other Operating Expenses							
862020	Shared Svc - Legal and Human Res	805.45	805.45	0.00	5,638.15	5,638.15	0.00	9,665.40
862030	Shared Svc - Information Systems	415.28	415.28	0.00	2,906.96	2,906.96	0.00	4,983.36

863010	Asset Management Fee	1,666.67	1,666.67	0.00	11,666.69	11,666.69	0.00	20,000.04
650008	Admin PT - HVAC/Engineering	480.89	480.89	0.00	3,366.23	3,366.23	0.00	5,770.68
650021	Admin PT - Accounting and Finance	1,104.72	1,104.72	0.00	7,733.04	7,733.04	0.00	13,256.64
650058	Admin PT - Houston Region	872.62	872.62	0.00	6,108.34	6,108.34	0.00	10,471.44
650950	Total Shared Service (Pass Thru)	5,345.63	5,345.63	0.00	37,419.41	37,419.41	0.00	64,147.56
820000	Interest Expense	811.44	530.94	-280.50	6,328.03	4,134.52	-2,193.51	6,573.79
650952	Property Taxes	19.89	19.89	0.00	139.23	139.23	0.00	238.68
650954	Insurance	8,842.39	3,878.00	-4,964.39	61,951.73	27,146.00	-34,805.73	46,536.00
863018	Reserve Contribution - Budgeted Reserve	5,747.93	5,747.93	0.00	40,235.51	40,235.51	0.00	68,975.16
650997	Total Taxes & Insurance	15,421.65	10,176.76	-5,244.89	108,654.50	71,655.26	-36,999.24	122,323.63
900000	TOTAL EXPENSE	**42,445.22**	**27,834.84**	**-14,610.38**	**248,769.49**	**192,892.18**	**-55,877.31**	**328,126.43**
900001	**NET OPERATING INCOME**	**-10,727.70**	**4,382.66**	**-15,110.36**	**-26,637.78**	**32,630.32**	**-59,268.10**	**58,483.57**

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

Income Statement - Reserve

For the period ending October 31, 2023

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	**REVENUES**							
401305	Reserve Contributions - Budgeted Reserve	5,747.93	5,747.93	0.00	40,235.51	40,235.51	0.00	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	26,474.40	0.00	26,474.40	0.00
500500	**TOTAL REVENUES**	**12,366.53**	**5,747.93**	**6,618.60**	**70,034.18**	**40,235.51**	**29,798.67**	**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**	**12,366.53**	**5,747.93**	**6,618.60**	**70,034.18**	**40,235.51**	**29,798.67**	**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	0.00	0.00	0.00	0.00	0.00	222,022.64
500500	TOTAL REVENUE	31,717.52	31,826.59	31,717.52	31,717.52	31,717.52	31,717.52	31,717.52	0.00	0.00	0.00	0.00	0.00	222,131.71
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	0.00	0.00	0.00	0.00	0.00	4,401.00
600038	P/R Burden-Building Managers	93.88	140.82	93.88	93.88	93.88	93.88	99.75	0.00	0.00	0.00	0.00	0.00	709.97
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	0.00	0.00	0.00	0.00	0.00	21,625.55
600048	P/R Burden-Day Cleaners	475.34	714.14	475.51	480.34	478.00	476.91	374.87	0.00	0.00	0.00	0.00	0.00	3,475.11
600110	Payroll - Bonus	75.84	105.39	70.30	70.77	70.48	73.18	55.92	0.00	0.00	0.00	0.00	0.00	521.88
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	0.00	0.00	0.00	0.00	0.00	31,234.42
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	0.00	0.00	0.00	0.00	0.00	8,400.00
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	0.00	0.00	159.80
610120	Legal and Professional	0.00	0.00	0.00	0.00	0.00	0.00	3,295.00	0.00	0.00	0.00	0.00	0.00	3,295.00
610130	Telephone	531.37	529.80	558.22	560.62	539.05	538.17	707.89	0.00	0.00	0.00	0.00	0.00	3,965.12
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	0.00	0.00	0.00	0.00	0.00	15,819.92
619999	Repair and Maintenance													
620001	RM - Supplies-Com. Area	0.00	0.00	0.00	40.44	0.00	153.30	1,060.03	0.00	0.00	0.00	0.00	0.00	1,253.77
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	0.00	0.00	0.00	179.04
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	0.00	1,329.61
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	0.00	0.00	0.00	0.00	0.00	10,982.00
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	0.00	0.00	225.82
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	0.00	64.07
620029	RM - Com-Elevator	4,581.19	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,881.19
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	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	0.00	0.00	0.00	0.00	0.00	25,851.98

630000	Utilities													
630001	Utilities-Electric	1,119.24	1,339.07	1,409.66	1,404.61	232.01	21.16	1,375.60	0.00	0.00	0.00	0.00	0.00	6,901.35
630002	Utilities-Water	1,678.27	1,843.85	2,517.85	1,793.30	1,388.90	1,827.00	2,450.45	0.00	0.00	0.00	0.00	0.00	13,499.62
630999	Total Utilities	2,797.51	3,182.92	3,927.51	3,197.91	1,620.91	1,848.16	3,826.05	0.00	0.00	0.00	0.00	0.00	20,400.97
640000	Contract Services													
640004	CS-Elevator	780.00	780.00	780.00	780.00	780.00	780.00	780.00	0.00	0.00	0.00	0.00	0.00	5,460.00
640010	CS-Pest Control	86.82	86.82	86.82	86.82	86.82	86.82	86.82	0.00	0.00	0.00	0.00	0.00	607.74
640011	CS-Fire and Security Monitoring	40.00	40.00	40.00	40.00	40.00	40.00	40.00	0.00	0.00	0.00	0.00	0.00	280.00
640013	CS-Waste Removal	413.35	413.35	425.73	425.73	425.73	468.33	468.33	0.00	0.00	0.00	0.00	0.00	3,040.55
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	0.00	0.00	0.00	0.00	0.00	9,388.29
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	0.00	0.00	0.00	0.00	0.00	102,695.58
	Other Operating Expenses													
862020	Shared Svc - Legal and Human Res	805.45	805.45	805.45	805.45	805.45	805.45	805.45	0.00	0.00	0.00	0.00	0.00	5,638.15
862030	Shared Svc - Information Systems	415.28	415.28	415.28	415.28	415.28	415.28	415.28	0.00	0.00	0.00	0.00	0.00	2,906.96
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	0.00	0.00	0.00	0.00	0.00	11,666.69
650008	Admin. PT-HVAC/Engineering	480.89	480.89	480.89	480.89	480.89	480.89	480.89	0.00	0.00	0.00	0.00	0.00	3,366.23
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	0.00	0.00	0.00	0.00	0.00	7,733.04
650058	Admin PT-Houston Region	872.62	872.62	872.62	872.62	872.62	872.62	872.62	0.00	0.00	0.00	0.00	0.00	6,108.34
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	0.00	0.00	0.00	0.00	0.00	37,419.41
820000	Interest Expense	993.87	937.20	942.66	887.33	890.80	864.73	811.44	0.00	0.00	0.00	0.00	0.00	6,328.03
650952	Property Taxes	19.89	19.89	19.89	19.89	19.89	19.89	19.89	0.00	0.00	0.00	0.00	0.00	139.23
650954	Insurance	8,897.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	8,842.39	0.00	0.00	0.00	0.00	0.00	61,951.73
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	0.00	0.00	0.00	0.00	0.00	108,654.50
900000	TOTAL EXPENSE	36,238.78	37,580.82	32,339.07	34,336.83	31,560.06	34,268.71	42,445.22	0.00	0.00	0.00	0.00	0.00	248,769.49
900001	NET INCOME (LOSS)	-4,521.26	-5,754.23	-621.55	-2,619.31	157.46	-2,551.19	-10,727.70	0.00	0.00	0.00	0.00	0.00	-26,637.78

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

Statement (12 months) - Reserve

Period = Apr 2023-Mar 2024

Book = Accrual ; Tree = ysi_is

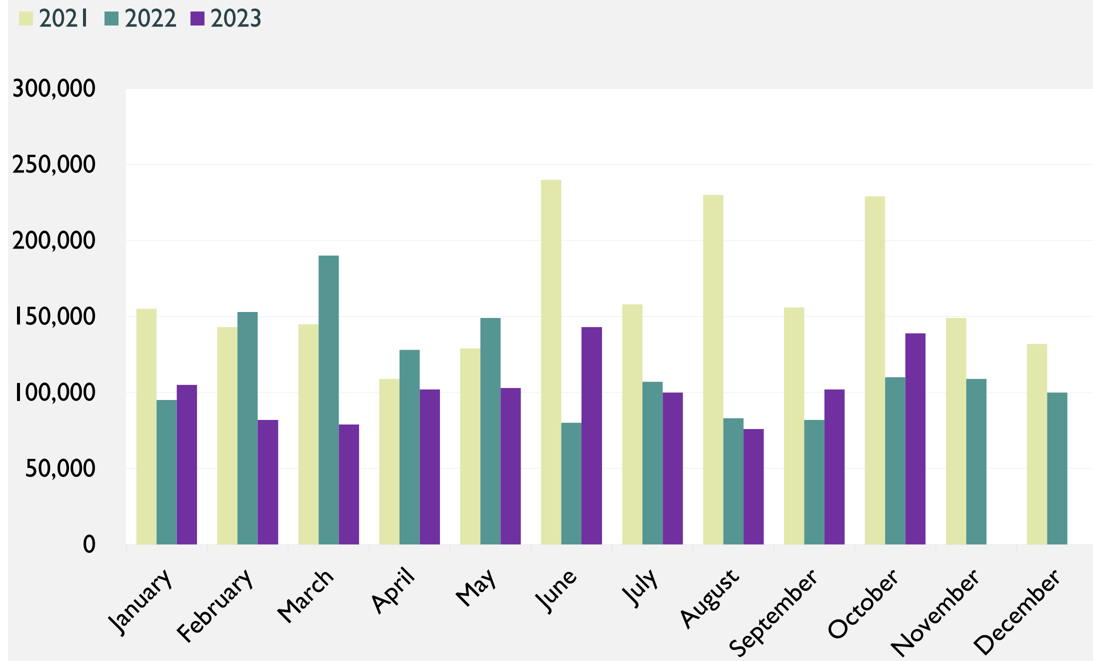
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total
400005 REVENUES													
401305 Reserve Contributions - Budgeted Reserve	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	5,747.93	0.00	0.00	0.00	0.00	0.00	40,235.51
401310 Capital Improvement Fee	1,645.68	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	0.00	0.00	0.00	0.00	0.00	26,474.40
500500 TOTAL REVENUES	7,393.61	5,747.93	7,426.52	12,366.53	12,366.53	12,366.53	12,366.53	0.00	0.00	0.00	0.00	0.00	70,034.18
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	0.00	0.00	0.00	0.00	0.00	70,034.18

Capitol Lofts

Water Usage

BUDGET TOTALS	January	February	March	April	May	June	July	August	September	October	November	December
2021	155,000	143,000	145,000	109,000	129,000	240,000	158,000	230,000	156,000	229,000	149,000	132,000
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		
Occupancy				90%	97%	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
2021	14,720	12,960	13,440	14,720	14,800	18,240	22,762	22,452	21,416	17,025	13,260	11,813
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		
Billing Days	34	30	28	29	28	31	29	28	31	28		

USAGE SUMMARY