



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 9, 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 August 13, 2024, and September 11, 2024, Board of Directors meeting.
- **FINANCIAL REPORT**
 - Summary of financials ending September 2024. Reserve account is a depository account monthly. The account requires board vote to utilize funds.
- **MANAGER'S REPORT**
 - Utility Comparison – Please see the provided usage graphs.
- **PRESIDENT'S REPORT**
 - Utility Savings Discussion
 - September 2024 Delinquent Accounts = 0
- **TREASURER'S REPORT**
- **SECRETARY'S REPORT**
- **NEW BUSINESS**
- **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 an officer's terms to 3 yrs. to maintain more continuity.

The Board of Directors approved creating 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 Directory Replacement
- Window Cleaning
- Garage Cleaning

- **NEXT MEETING**

- November 13, 2024

- **ADJOURNMENT**

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



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

- **CONFIRMATION OF A QUORUM**

Directors Present:

Cody McLaughlin
Todd Early
Michael Moore

In Attendance:

Daniel Kuehn – Boxer Property Management

- **HOMEOWNER FORUM**

Homeowners present
Hanson (702) – Listening in on meeting.
Hughes (804) – Listening in on meeting.
Mitchell (703) – Inquired on cleaning of the garage floor
Coffey (506) – Inquired on cleaning of the garage floor

- **CALL TO ORDER**

The meeting was called to order at 6:19pm

- **ADOPTION OF AGENDA**

Motion to Approve the August 13, 2024, Agenda
Proposed by: Cody McLaughlin
Seconded by: Michael Moore

- **CONSIDERATION OF PRIOR MEETING MINUTES**

Motion to Approve the June 12, Minutes. There was not a Board Meeting held in July 2024
Proposed by: Cody McLaughlin
Seconded by: Michael Moore

- **FINANCIAL REPORT**

The Financial Report ending August 31, 2024, was reviewed.
The Reserve account is a depository account monthly. This account requires the board vote to remove / utilize funds.

- **MANAGER'S REPORT**

- Located the cause of the high-water usage and it has been rectified. Usage and billing should return to standard beginning 7/1/24 and the commercial space to be billed for their usage
- Utility Comparison – Please see the provided usage graphs.

- **PRESIDENT’S REPORT**
 - July 2024 Delinquent Account = \$0.00
- **TREASURER’S REPORT - Actively reviewing the financials.**
- **SECRETERY’S REPORT**
- **NEW BUSINESS**
- **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 an officer’s term 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 Directory/Call Box Replacement**
Will begin to obtain quotes for replacement
- **NEXT MEETING**
 - September 11, 2024
- **ADJOURNMENT**– Meeting was adjourned at 6:40
- **EXECUTIVE SESSION** - *To Follow the Meeting of The Board of Directors*

Board Approval: Jason Sanford Date: 10/04/2024



The Capitol Lofts
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**THE CAPITOL LOFTS COUNCIL OF CO-OWNERS
MEETING OF THE BOARD OF DIRECTORS
Virtual Teleconference
September 11, 2024, at 6:00 PM
MINUTES**

- **CONFIRMATION OF A QUORUM**

Directors Present:

Jack Downes
Cody McLaughlin
Jason Sanford
Todd Early
Michael Moore

In Attendance:

Daniel Kuehn – Boxer Property Management

- **HOMEOWNER FORUM**

Homeowners present
Coffey (506) – Listening in on meeting.
Mitchell (703) – Listening in on meeting.
Hanson (702) – Listening in on meeting.
Foote (1001/1002) – Noted water Damage in Unit and will investigate source

- **CALL TO ORDER**

The meeting was called to order at 6:10pm

- **ADOPTION OF AGENDA**

Motion to Approve the September 11, 2024, Agenda
Proposed by: Jack Downes
Seconded by: Cody McLaughlin

- **CONSIDERATION OF PRIOR MEETING MINUTES**

Motion to Approve the August 13 – To be approved on the 10/9/24 Board Meeting

- **FINANCIAL REPORT**

The Financial Report ending August 31, 2024, was reviewed.
The Reserve account is a depository account monthly. This account requires the board vote to remove / utilize funds.

- **MANAGER'S REPORT**

- Contractor List to be filled out by owners to be placed in the mail room – **Currently compiling a list from owners**
- Utility Comparison – Please see the provided usage graphs.

- **PRESIDENT’S REPORT**
 - Commercial Space 2nd Floor Balcony Structure discussion and board vote: **Approval to be sent the board form the landlord of the commercial space.**
 - August 2024 Delinquent Account = \$0.00
- **TREASURER’S REPORT - Actively reviewing the financials.**
- **SECRETERY’S REPORT**
- **NEW BUSINESS**
- **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 an officer’s term 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 Directory/Call Box Replacement: **Will continue to gather quotes for replacement**
 - Window Cleaning – **Currently receiving quotes**
 - Garage Cleaning – **Currently receiving quotes**
- **NEXT MEETING**
 - October 7, 2024
- **ADJOURNMENT–** Meeting was adjourned at 6:45pm
- **EXECUTIVE SESSION -** *To Follow the Meeting of The Board of Directors*

Board Approval: Jason Sanford Date: 10/04/2024

Financial Report Package

September FY 2024

Prepared for

The Capitol Lofts Council of Co Owners, Inc.

By

Boxer Property Management

Balance Sheet - Selected Items

	Sep-24
Cash	29,386.46
Reserve cash	328,239.02
Elevator note	81,291.52

Statement of Operations

HOA Fees	40,195.93
Special Assessment - Insurance Premium	-
NSF Fees	-
Capital Improvement Fee	-
Payroll and G&A Expenses	(7,190.83)
R&M	(2,148.89)
Utilities	(3,661.69)
Contract Services	(1,375.15)
Boxer Fees	(5,345.63)
Taxes, Interest & Insurance	(11,622.17)
Elevator note payment	(4,513.10)
	4,338.47

Balance Sheet

Period = September 2024

Book = Accrual ; Tree = ysi_bs

	Operating	Reserve	Total
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	29,386.46	0.00	29,386.46
Cash - Reserve Bank Acct 1	0.00	328,239.02	328,239.02
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	44,257.68	0.00	44,257.68
TOTAL CURRENT ASSETS	75,984.14	328,239.02	404,223.16
FIXED ASSETS			
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	75,984.14	328,239.02	404,223.16
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	296.14	0.00	296.14
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	8,044.84	0.00	8,044.84
Accrued Expenses	2,552.76	0.00	2,552.76
Accrued Property Taxes	0.00	0.00	0.00
Note Payable	81,291.52	0.00	81,291.52
TOTAL LIABILITIES	92,185.26	0.00	92,185.26
CAPITAL			
Retained Earnings	-16,201.12	0.00	-16,201.12
Reserve Equity	0.00	328,239.02	328,239.02
TOTAL CAPITAL	-16,201.12	328,239.02	312,037.90
TOTAL LIABILITIES and CAPITAL	75,984.14	328,239.02	404,223.16
Total of All	0.00	0.00	0.00

Balance Sheet - Comparative - Operating

Period = September 2024

Book = Accrual ; Tree = ysi_bs

	Current Balance	Prior Month Balance	Change
	9/30/2024	8/31/2024	
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	29,386.46	33,996.54	-4,610.08
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	44,257.68	55,322.10	-11,064.42
TOTAL CURRENT ASSETS	75,984.14	90,138.64	-14,154.50
FIXED ASSETS			
Work-in-Progress - Build Cap	0.00	0.00	0.00
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	75,984.14	90,138.64	-14,154.50
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	296.14	148.30	147.84
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	8,044.84	9,818.63	-1,773.79
Accrued Expenses	2,552.76	2,607.43	-54.67
Accrued Property Taxes	0.00	0.00	0.00
Note Payable	81,291.52	85,804.62	-4,513.10
TOTAL LIABILITIES	92,185.26	98,378.98	-6,193.72
CAPITAL			
Retained Earnings	-16,201.12	-8,240.34	-7,960.78
Reserve Equity	0.00	0.00	0.00
TOTAL CAPITAL	-16,201.12	-8,240.34	-7,960.78
TOTAL LIABILITIES and CAPITAL	75,984.14	90,138.64	-14,154.50
Total of All	0.00	0.00	0.00

Balance Sheet - Comparative - Reserve

Period = September 2024

Book = Accrual ; Tree = ysi_bs

	Current Balance	Prior Month Balance	Change
	9/30/2024	8/31/2024	
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	0.00	0.00	0.00
Cash - Reserve Bank Acct 1	328,239.02	309,507.09	18,731.93
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	0.00	0.00
Capital Fee #301 Christopher Bao (cbao)	0.00	1,919.58	-1,919.58
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	328,239.02	311,426.67	16,812.35
TOTAL ASSETS	328,239.02	311,426.67	16,812.35
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	328,239.02	311,426.67	16,812.35
TOTAL CAPITAL	328,239.02	311,426.67	16,812.35
TOTAL LIABILITIES and CAPITAL	328,239.02	311,426.67	16,812.35
Total of All	0.00	0.00	0.00

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

Income Statement - Operating

For the period ending September 30, 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	0.00	0.00	0.00	0.00
401300	HOA Assessment Revenue	40,195.93	40,195.96	-0.03	241,175.58	241,175.76	-0.18	482,351.52
401500	NSF Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500500	TOTAL REVENUES	40,195.93	40,195.96	-0.03	241,175.58	241,175.76	-0.18	482,351.52
500600	<u>OPERATING EXPENSES</u>							
600000	Controllable Expenses							
600001	Salaries and Benefits							
600037	Payroll - Building Managers	622.00	622.00	0.00	4,043.00	4,043.00	0.00	8,086.00
600038	P/R Burden - Building Managers	111.96	99.52	-12.44	727.74	646.88	-80.86	1,293.76
600047	Payroll - Day Cleaners	1,605.87	3,122.00	1,516.13	10,481.14	20,293.00	9,811.86	40,586.00
600048	P/R Burden - Day Cleaners	289.05	499.52	210.47	1,886.60	3,246.88	1,360.28	6,493.76
600110	Payroll - Bonus	43.93	0.00	-43.93	286.42	0.00	-286.42	0.00
600150	Total Salaries and Benefits	2,672.81	4,343.04	1,670.23	17,424.90	28,229.76	10,804.86	56,459.52
610000	G/A Expenses							
610114	ParkingLot Lease Expense	2,400.00	1,200.00	-1,200.00	7,200.00	7,200.00	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	170.46	0.00	-170.46	0.00
610120	Legal and Professional	0.00	0.00	0.00	0.00	0.00	0.00	3,645.00
610130	Telephone	2,118.02	1,645.00	-473.02	7,650.46	9,870.00	2,219.54	19,740.00
610160	Auto Expenses	0.00	0.00	0.00	11.52	0.00	-11.52	0.00
610170	Travel	0.00	0.00	0.00	31.00	0.00	-31.00	0.00
610999	Total G/A Expenses	4,518.02	2,845.00	-1,673.02	15,063.44	17,070.00	2,006.56	38,377.00

619999	Repair and Maintenance							
620001	RM - Supplies-Com. Area	0.00	0.00	0.00	139.71	0.00	-139.71	0.00
620006	RM - Repair-Exterior Building	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
620007	RM - Repair-Parking Lot	0.00	0.00	0.00	2,922.75	0.00	-2,922.75	0.00
620009	RM - Repair-Lobby/Common Area	0.00	0.00	0.00	712.66	0.00	-712.66	0.00
620012	RM - HVAC-Supplies	0.00	0.00	0.00	48.56	0.00	-48.56	0.00
620014	RM - Permits	0.00	180.00	180.00	1,302.51	660.00	-642.51	820.00
620020	RM - Com-Electrical	0.00	0.00	0.00	446.58	0.00	-446.58	0.00
620022	RM - Com-Fireproof/Life Safety	2,007.31	0.00	-2,007.31	10,864.89	4,870.00	-5,994.89	8,095.00
620024	RM - Com-Other Equip.	0.00	5,000.00	5,000.00	0.00	5,000.00	5,000.00	5,000.00
620025	RM - Com-Painting Int.	141.58	0.00	-141.58	141.58	0.00	-141.58	0.00
620028	RM - Com-Plumbing	0.00	0.00	0.00	1,851.07	0.00	-1,851.07	0.00
620029	RM - Com-Elevator	0.00	0.00	0.00	1,380.00	0.00	-1,380.00	0.00
620999	Total Repair and Maintenance	2,148.89	5,180.00	3,031.11	19,810.31	14,530.00	-5,280.31	17,915.00
630000	Utilities							
630001	Utilities - Electric	1,200.30	1,604.00	403.70	9,163.70	8,291.00	-872.70	15,265.00
630002	Utilities - Water	2,461.39	1,701.62	-759.77	18,735.16	10,303.65	-8,431.51	21,257.32
630999	Total Utilities	3,661.69	3,305.62	-356.07	27,898.86	18,594.65	-9,304.21	36,522.32
640000	Contract Services							
640004	CS - Elevator	780.00	780.00	0.00	4,680.00	4,680.00	0.00	9,360.00
640010	CS - Pest Control	86.82	86.82	0.00	520.92	520.92	0.00	1,041.84
640011	CS - Fire and Security Monitoring	40.00	40.00	0.00	240.00	240.00	0.00	480.00
640013	CS - Waste Removal	468.33	470.00	1.67	2,809.71	2,820.00	10.29	5,640.00
640998	Total Contract Services	1,375.15	1,376.82	1.67	8,250.63	8,260.92	10.29	16,521.84
640999	Total Controllable Expenses	14,376.56	17,050.48	2,673.92	88,448.14	86,685.33	-1,762.81	165,795.68
	Other Operating Expenses							
862020	Shared Svc - Legal and Human Res	805.45	805.45	0.00	4,832.70	4,832.70	0.00	9,665.40

862030	Shared Svc - Information Systems	415.28	415.28	0.00	2,491.68	2,491.68	0.00	4,983.36
863010	Asset Management Fee	1,666.67	1,666.67	0.00	10,000.02	10,000.02	0.00	20,000.04
650008	Admin PT - HVAC/Engineering	480.89	480.89	0.00	2,885.34	2,885.34	0.00	5,770.68
650021	Admin PT - Accounting and Finance	1,104.72	1,104.72	0.00	6,628.32	6,628.32	0.00	13,256.64
650058	Admin PT - Houston Region	872.62	872.62	0.00	5,235.72	5,235.72	0.00	10,471.44
650950	Total Shared Service (Pass Thru)	5,345.63	5,345.63	0.00	32,073.78	32,073.78	0.00	64,147.56
820000	Interest Expense	537.86	537.86	0.00	3,605.97	3,605.97	0.00	6,165.59
650952	Property Taxes	19.89	19.89	0.00	119.34	119.34	0.00	238.68
650954	Insurance	11,064.42	10,198.17	-866.25	66,542.52	61,189.02	-5,353.50	122,378.04
863018	Reserve Contribution - Budgeted Reserve	5,747.93	5,747.93	0.00	52,991.72	34,487.58	-18,504.14	68,975.16
650997	Total Taxes & Insurance	17,370.10	16,503.85	-866.25	123,259.55	99,401.91	-23,857.64	197,757.47
900000	TOTAL EXPENSE	37,092.29	38,899.96	1,807.67	243,781.47	218,161.02	-25,620.45	427,700.71
900001	NET OPERATING INCOME	3,103.64	1,296.00	1,807.64	-2,605.89	23,014.74	-25,620.63	54,650.81

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

Income Statement - Reserve

For the period ending September 30, 2024

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	<u>REVENUES</u>							
401305	Reserve Contributions - Budgeted Reserve	5,747.93	5,747.93	0.00	52,991.72	34,487.58	18,504.14	68,975.16
401310	Capital Improvement Fee	0.00	0.00	0.00	5,539.26	0.00	5,539.26	0.00
401350	Special Assessment - Insurance Premium	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500500	TOTAL REVENUES	5,747.93	5,747.93	0.00	58,530.98	34,487.58	24,043.40	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	5,747.93	5,747.93	0.00	58,530.98	34,487.58	24,043.40	68,975.16

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

Statement (12 months) - Operating

Period = Apr 2024-Mar 2025

Book = Accrual ; Tree = ysi_is

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total
400005 REVENUES													
401200 Late Fees	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
401300 HOA Assessment Revenue	40,195.93	40,195.93	40,195.93	40,195.93	40,195.93	40,195.93	0.00	0.00	0.00	0.00	0.00	0.00	241,175.58
401500 NSF Fees	0.00	0.00	0.00	30.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500500 TOTAL REVENUE	40,195.93	40,195.93	40,195.93	40,225.93	40,165.93	40,195.93	0.00	0.00	0.00	0.00	0.00	0.00	241,175.58
500600 OPERATING EXPENSES													
600000 Controllable Expenses													
600001 Salaries and Benefits													
600037 Payroll-Building Managers	622.00	933.00	622.00	622.00	622.00	622.00	0.00	0.00	0.00	0.00	0.00	0.00	4,043.00
600038 P/R Burden-Building Managers	111.96	167.94	111.96	111.96	111.96	111.96	0.00	0.00	0.00	0.00	0.00	0.00	727.74
600047 Payroll-Day Cleaners	1,605.28	2,409.83	1,654.46	1,592.51	1,613.19	1,605.87	0.00	0.00	0.00	0.00	0.00	0.00	10,481.14
600048 P/R Burden-Day Cleaners	288.95	433.76	297.81	286.65	290.38	289.05	0.00	0.00	0.00	0.00	0.00	0.00	1,886.60
600110 Payroll - Bonus	43.92	65.93	44.89	43.67	44.08	43.93	0.00	0.00	0.00	0.00	0.00	0.00	286.42
600150 Total Salaries and Benefits	2,672.11	4,010.46	2,731.12	2,656.79	2,681.61	2,672.81	0.00	0.00	0.00	0.00	0.00	0.00	17,424.90
610000 G/A Expenses													
610114 Parking/Lot Lease Expense	1,200.00	1,200.00	1,200.00	1,200.00	0.00	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	7,200.00
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	170.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	170.46
610120 Legal and Professional	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
610130 Telephone	406.31	406.31	406.31	3,011.71	1,301.80	2,118.02	0.00	0.00	0.00	0.00	0.00	0.00	7,650.46
610160 Auto Expenses	5.52	0.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.52
610170 Travel	31.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31.00
610999 Total G/A Expenses	1,642.83	1,606.31	1,782.77	4,211.71	1,301.80	4,518.02	0.00	0.00	0.00	0.00	0.00	0.00	15,063.44
619999 Repair and Maintenance													
620001 RM - Supplies-Com. Area	0.00	0.00	97.35	42.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	139.71
620003 RM - Supplies-Small Tools	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
620007 RM - Repair-Parking Lot	0.00	0.00	0.00	0.00	2,922.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,922.75
620009 RM - Repair-Lobby/Common Area	271.00	0.00	0.00	0.00	441.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	712.66
620010 RM - Repair-Non Recurring	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
620011 RM - HVAC-Repair	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
620012 RM - HVAC-Supplies	0.00	0.00	0.00	0.00	48.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.56
620014 RM - Permits	296.14	0.00	822.61	0.00	183.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,302.51
620020 RM - Com-Electrical	0.00	0.00	446.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	446.58
620022 RM-Com.-Fireproof/Life Safety	0.00	1,356.50	3,800.00	3,701.08	0.00	2,007.31	0.00	0.00	0.00	0.00	0.00	0.00	10,864.89
620024 RM - Com-Other Equip.	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
620025 RM - Com-Painting Int.	0.00	0.00	0.00	0.00	0.00	141.58	0.00	0.00	0.00	0.00	0.00	0.00	141.58

620027	RM - Com-Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
620028	RM - Com-Plumbing	654.91	0.00	1,196.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,851.07
620029	RM - Com-Elevator	1,380.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,380.00
620039	RM - TS-Lighting Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
620999	Total Repair and Maintenance	2,602.05	1,356.50	6,362.70	3,743.44	3,596.73	2,148.89	0.00	0.00	0.00	0.00	0.00	19,810.31
630000	Utilities												
630001	Utilities-Electric	1,079.52	1,088.87	1,089.05	2,635.28	2,070.68	1,200.30	0.00	0.00	0.00	0.00	0.00	9,163.70
630002	Utilities-Water	3,694.63	3,973.52	5,065.52	3,281.92	258.18	2,461.39	0.00	0.00	0.00	0.00	0.00	18,735.16
630999	Total Utilities	4,774.15	5,062.39	6,154.57	5,917.20	2,328.86	3,661.69	0.00	0.00	0.00	0.00	0.00	27,898.86
640000	Contract Services												
640004	CS-Elevator	780.00	780.00	780.00	780.00	780.00	780.00	0.00	0.00	0.00	0.00	0.00	4,680.00
640010	CS-Pest Control	86.82	86.82	86.82	86.82	86.82	86.82	0.00	0.00	0.00	0.00	0.00	520.92
640011	CS-Fire and Security Monitoring	40.00	40.00	40.00	40.00	40.00	40.00	0.00	0.00	0.00	0.00	0.00	240.00
640013	CS-Waste Removal	468.33	468.33	468.33	468.06	468.33	468.33	0.00	0.00	0.00	0.00	0.00	2,809.71
640998	Total Contract Services	1,375.15	1,375.15	1,375.15	1,374.88	1,375.15	1,375.15	0.00	0.00	0.00	0.00	0.00	8,250.63
640999	Total Controllable Expenses	13,066.29	13,410.81	18,406.31	17,904.02	11,284.15	14,376.56	0.00	0.00	0.00	0.00	0.00	88,448.14
	Other Operating Expenses												
862020	Shared Svc - Legal and Human Res	805.45	805.45	805.45	805.45	805.45	805.45	0.00	0.00	0.00	0.00	0.00	4,832.70
862030	Shared Svc - Information Systems	415.28	415.28	415.28	415.28	415.28	415.28	0.00	0.00	0.00	0.00	0.00	2,491.68
863010	Asset Management Fee	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	10,000.02
650008	Admin. PT-HVAC/Engineering	480.89	480.89	480.89	480.89	480.89	480.89	0.00	0.00	0.00	0.00	0.00	2,885.34
650021	Admin. PT-Accounting and Finance	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	6,628.32
650058	Admin PT-Houston Region	872.62	872.62	872.62	872.62	872.62	872.62	0.00	0.00	0.00	0.00	0.00	5,235.72
650950	Total Shared Service (Pass Thru)	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	32,073.78
820000	Interest Expense	676.93	628.56	628.56	568.09	565.97	537.86	0.00	0.00	0.00	0.00	0.00	3,605.97
650952	Property Taxes	19.89	19.89	19.89	19.89	19.89	19.89	0.00	0.00	0.00	0.00	0.00	119.34
650954	Insurance	11,302.42	11,064.42	11,064.42	11,064.42	10,982.42	11,064.42	0.00	0.00	0.00	0.00	0.00	66,542.52
863018	Reserve Contribution - Budgeted Reserve	35,747.93	5,747.93	5,747.93	0.00	0.00	5,747.93	0.00	0.00	0.00	0.00	0.00	52,991.72
650997	Total Taxes and Ins.	47,747.17	17,460.80	17,460.80	11,652.40	11,568.28	17,370.10	0.00	0.00	0.00	0.00	0.00	123,259.55
900000	TOTAL EXPENSE	66,159.09	36,217.24	41,212.74	34,902.05	28,198.06	37,092.29	0.00	0.00	0.00	0.00	0.00	243,781.47
900001	NET INCOME (LOSS)	-25,963.16	3,978.69	-1,016.81	5,323.88	11,967.87	3,103.64	0.00	0.00	0.00	0.00	0.00	-2,605.89

The Capitol Lofts Council of Co-Owners (711c)
Statement (12 months) - Reserve
Period = Apr 2024-Mar 2025
Book = Accrual ; Tree = ysi_is

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total
400005 REVENUES													
401305 Reserve Contributions - Budgeted Reserve	35,747.93	5,747.93	5,747.93	0.00	0.00	5,747.93	0.00	0.00	0.00	0.00	0.00	0.00	52,991.72
401310 Capital Improvement Fee	3,619.68	0.00	0.00	0.00	1,919.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,539.26
401350 Special Assessment - Insurance Premium	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
500500 TOTAL REVENUES	39,367.61	5,747.93	5,747.93	0.00	1,919.58	5,747.93	0.00	0.00	0.00	0.00	0.00	0.00	58,530.98
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	39,367.61	5,747.93	5,747.93	0.00	1,919.58	5,747.93	0.00	0.00	0.00	0.00	0.00	0.00	58,530.98

711c
ELECTRIC CONSUMPTION
711 Main Street (Condos), Houston TX, 77002

ACTUAL COSTS

Read Date	Bill Tracking Date	Billing Days	Actual kWh	kWh Rate	Delivery Rate	Total Rate	Total Cost
01/19/2023	01/19/2023	34	10,437	\$ 0.05	\$0.05	\$ 0.11	\$1,098.42
02/19/2023	02/19/2023	30	9,062	\$ 0.05	\$0.06	\$ 0.11	\$966.04
03/20/2023	03/20/2023	28	10,336	\$ 0.05	\$0.06	\$ 0.11	\$1,116.85
04/19/2023	04/19/2023	29	11,469	\$ 0.05	\$0.06	\$ 0.10	\$1,186.30
05/18/2023	05/18/2023	28	12,580	\$ 0.05	\$0.05	\$ 0.10	\$1,271.83
06/19/2023	06/19/2023	31	14,816	\$ 0.05	\$0.05	\$ 0.10	\$1,409.65
07/19/2023	07/19/2023	29	14,384	\$ 0.03	\$0.05	\$ 0.07	\$1,062.46
08/17/2023	08/17/2023	28	14,538	\$ 0.04	\$0.04	\$ 0.07	\$1,073.83
09/18/2023	09/18/2023	31	16,860	\$ 0.04	\$0.04	\$ 0.07	\$1,245.35
10/17/2023	10/17/2023	28	14,470	\$ 0.04	\$0.05	\$ 0.10	\$1,375.59
11/15/2023	11/15/2023	28	12,071	\$ 0.04	\$0.06	\$ 0.10	\$1,223.53
12/18/2023	12/18/2023	32	11,262	\$ 0.06	\$0.06	\$ 0.12	\$1,301.44
Total / Avg		356	152,285	\$ 0.05	\$ 0.05	\$ 0.10	\$14,331.28
01/22/2024	01/22/2024	34	11,503	\$ 0.05	\$0.06	\$ 0.11	\$1,213.21
02/20/2024	02/20/2024	28	10,067	\$ 0.05	\$0.04	\$ 0.09	\$945.66
03/20/2024	03/20/2024	28	11,192	\$ 0.05	\$0.04	\$ 0.09	\$970.47
04/21/2024	04/21/2024	31	13,586	\$ 0.05	\$0.03	\$ 0.08	\$1,079.45
05/20/2024	05/20/2024	28	14,060	\$ 0.04	\$0.03	\$ 0.08	\$1,088.86
06/19/2024	06/19/2024	29	16,381	\$ 0.07	\$0.03	\$ 0.10	\$1,672.04
07/21/2024	07/21/2024	31	18,698	\$ 0.08	\$0.03	\$ 0.11	\$2,052.27
08/19/2024	08/19/2024	28	16,057	\$ 0.07	\$0.03	\$ 0.10	\$1,634.49
Total / Avg		681	111,544	\$ 0.05	\$ 0.04	\$ 0.10	\$10,656.46

Average Market Cost

Actual kWh	Total Rate	Total Cost
10,437	\$ 0.160	\$1,669.92
9,062	\$ 0.160	\$1,449.92
10,336	\$ 0.160	\$1,653.76
11,469	\$ 0.160	\$1,835.04
12,580	\$ 0.160	\$2,012.80
14,816	\$ 0.160	\$2,370.56
14,384	\$ 0.160	\$2,301.44
14,538	\$ 0.160	\$2,326.08
16,860	\$ 0.160	\$2,697.60
14,470	\$ 0.160	\$2,315.20
12,071	\$ 0.160	\$1,931.36
11,262	\$ 0.160	\$1,801.92
152,285	\$ 0.160	\$24,365.60
11,503	\$ 0.161	\$1,851.98
10,067	\$ 0.161	\$1,620.79
11,192	\$ 0.161	\$1,801.91
13,586	\$ 0.161	\$2,187.35
14,060	\$ 0.161	\$2,263.66
16,381	\$ 0.161	\$2,637.34
18,698	\$ 0.161	\$3,010.38
16,057	\$ 0.161	\$2,585.18
111,544	\$ 0.161	\$17,958.58

Savings 2023

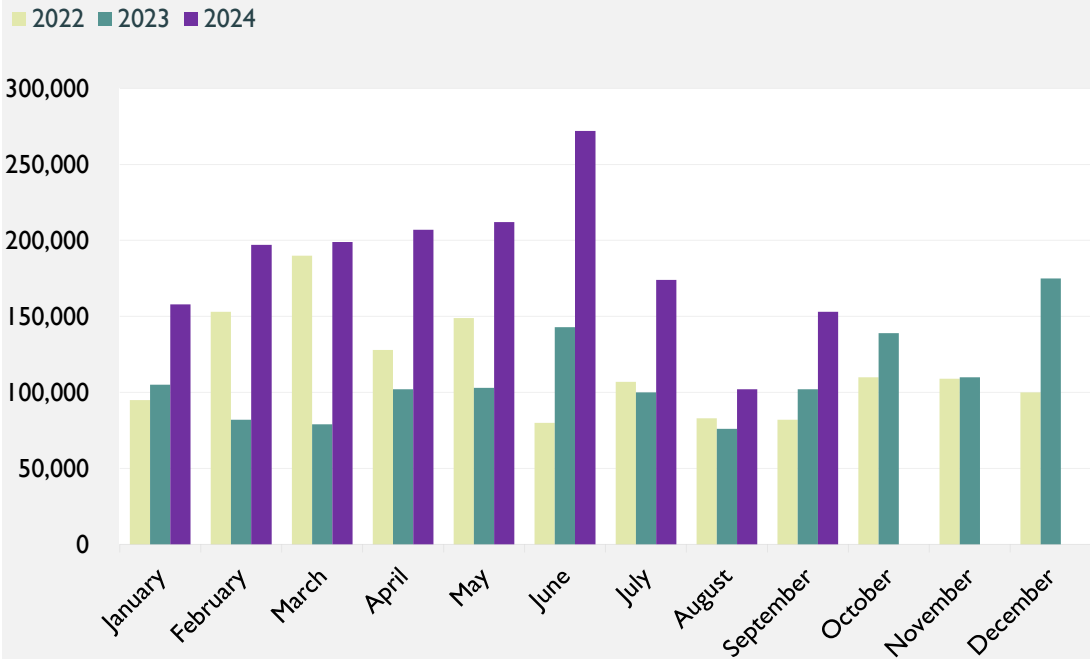
\$7,302.12 2024
\$17,336.45 2023 & 2024
\$1,723.87 2023 Resell of Electricity
\$19,060.32 Total Savings

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	207,000	212,000	272,000	174,000	102,000	153,000	0	0	0
Occupancy	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Billing Days	30	32	29	29	30	32	36	26	31			

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	13,586	14,060	16,381	18,698	16,057	15,903			
Billing Days	34	28	28	31	28	29	31	28	29			

USAGE SUMMARY

2022 2023 2024

