



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

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THE CAPITOL LOFTS COUNCIL OF CO-OWNERS  
MEETING OF THE BOARD OF DIRECTORS  
Virtual Teleconference  
June 14, 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 April 12th, 2023, Board of Directors meeting. **May 2023 Board Meeting was cancelled.**
- **FINANCIAL REPORT**
  - Summary of financials ending May 2023. 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**
  - May 2023 Delinquent Accounts Balance - \$0.00
  - Insurance policy renewal date discussion
- **NEW BUSINESS**
  - Homeless Situation – Boxer Security continues to monitor the restaurant area and attempts to clear the area of vagrants. They tend to return after security leaves the premises. It is encouraged that owners call HPD requesting that they be removed from the area.
  - Installation of surveillance cameras in common area by Co-Owners
  - Short Term Rental – What is the minimum length of time a unit can be rented/leased?
- **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/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**

- July 12, 2023

- **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  
April 12, 2023 at 6:00 PM  
MINUTES

- **CONFIRMATION OF A QUORUM**

Directors Present:

Jack Downes  
Renee Rodriguez  
Cody McLaughlin  
Jason Sanford

In Attendance:

Daniel Kuehn – Boxer Property Management  
Kyle Bolin – Boxer Property Management

- **HOMEOWNER FORUM**

Homeowners present (6):  
Smith (902) – Listening into the meeting.  
Hansen (702) – Inquired about security of the building.  
Moore (401) – Spoke on security and messaging platform.  
Chen (905) – Inquired about a preferred vendor list  
Foote (1002) – Listening into the meeting.  
Mitchell (703) – Listening into the meeting.

- **CALL TO ORDER**

The meeting was called to order at 6:28pm

- **ADOPTION OF AGENDA**

Motion to Approve the April 12, 2023 Agenda  
Proposed by: Jack Downes  
Seconded by: Jason Sanford

- **CONSIDERATION OF PRIOR MEETING MINUTES**

Motion to Approve the March 8th, 2023 Minutes  
Proposed by: Jack Downes  
Seconded by: Jason Sanford

- **FINANCIAL REPORT**

The Financial Report ending March 31, 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**

- Window cleaning was completed in early March. **To follow up with vendor pertaining to Balcony windows on Main Street**
- Annual Fire Alarm Inspection completed 4/3 & 4/4. The inspector was unable to activate the alarm via the pull stations located on each floor or the fire panel and is researching to remedy. **Awaiting on inspection reports and steps to remedy the pull stations not activating the alarm**
- Utility Comparison – Please see the provided usage graphs. **Future reports to include Occupancy %, Move-In, Move-Out information**
- Researching in utilizing a real time messaging platform for owners/renters to receive notifications

- **PRESIDENT'S REPORT**

- March 2023 Delinquent Accounts Balance - \$0.00

- **NEW BUSINESS**

- Election of Directors Results:  
Prior to the March 8<sup>th</sup>, 2023 Annual Meeting, the current Vice President, Michael Moore, resigned from the board. The term of Renee Rodriguez and interim board member, Jason Sanford, was set to expire on March 31, 2023. Boxer Property received Director applications and nominee forms which were posted on the Vote HOA Now website. With 73.39% of votes received, Renee Rodriguez, Cody McLaughlin and Jason Sanford were elected to join the Board of Directors. Renee Rodriguez was appointed by the Board as Vice President, Cody McLaughlin was appointed to Treasurer and Jason Sanford was appointed Secretary. The Board also appointed Michael Moore to chair an Architectural Committee.

- **OLD BUSINESS**

- Monthly budgeted transfer from OPEX to the Reserve account to be suspended 12/22, 1/23, 2/23 and 3/23

- **STANDING BUSINESS**

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

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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**
  - May 10, 2023
- **ADJOURNMENT**– Meeting was adjourned at 6:41pm
- **EXECUTIVE SESSION** - *To Follow the Meeting of The Board of Directors*

# Financial Report Package

May FY 2023

Prepared for

The Capitol Lofts Council of Co Owners, Inc.

By

Boxer Property Management

Balance Sheet - Selected Items

	May-23
Cash	38,484.60
Reserve cash	254,744.46
Elevator note	150,383.04

Statement of Operations

HOA Fees	31,717.52
Late Fees	109.07
Payroll and G&A Expenses	(8,033.67)
R&M	(4,151.02)
Utilities	(3,182.92)
Contract Services	(1,320.17)
Boxer Fees	(5,345.63)
Taxes, Interest & Insurance	(9,799.48)
Elevator note payment	(4,113.76)
	(4,120.06)

**Balance Sheet**

Period = May 2023

Book = Accrual ; Tree = ysi\_bs

	Operating	Reserve	Total
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	38,484.60	0.00	38,484.60
Cash - Reserve Bank Acct 1	0.00	254,744.46	254,744.46
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	820.00	0.00	820.00
Prepaid Insurance	25,881.00	0.00	25,881.00
TOTAL CURRENT ASSETS	65,185.60	254,744.46	319,930.06
FIXED ASSETS			
TOTAL FIXED ASSETS	0.00	0.00	0.00
TOTAL ASSETS	65,185.60	254,744.46	319,930.06
LIABILITIES and CAPITAL			
LIABILITIES			
Accounts Payable	1,281.84	0.00	1,281.84
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	5,216.85	0.00	5,216.85
Accrued Expenses	1,200.00	0.00	1,200.00
Note Payable	150,383.04	0.00	150,383.04
TOTAL LIABILITIES	158,081.73	0.00	158,081.73
CAPITAL			
Retained Earnings	-92,896.13	0.00	-92,896.13
Reserve Equity	0.00	254,744.46	254,744.46
TOTAL CAPITAL	-92,896.13	254,744.46	161,848.33
TOTAL LIABILITIES and CAPITAL	65,185.60	254,744.46	319,930.06
Total of All	0.00	0.00	0.00



**Balance Sheet - Comparative - Operating**

Period = May 2023

Book = Accrual ; Tree = ysi\_bs

	<b>Current Balance</b>	<b>Prior Month Balance</b>	<b>Change</b>
	<b>5/31/2023</b>	<b>4/30/2023</b>	
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash - Operating Acct	38,484.60	33,343.55	5,141.05
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	820.00	1,640.00	-820.00
Prepaid Insurance	25,881.00	34,723.39	-8,842.39
<b>TOTAL CURRENT ASSETS</b>	<b>65,185.60</b>	<b>69,706.94</b>	<b>-4,521.34</b>
<b>FIXED ASSETS</b>			
Work-in-Progress - Build Cap	0.00	0.00	0.00
<b>TOTAL FIXED ASSETS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>65,185.60</b>	<b>69,706.94</b>	<b>-4,521.34</b>
<b>LIABILITIES and CAPITAL</b>			
<b>LIABILITIES</b>			
Accounts Payable	1,281.84	429.40	852.44
A/P - Suspense	0.00	0.00	0.00
Prepaid Rent	5,216.85	5,239.65	-22.80
Accrued Expenses	1,200.00	2,292.59	-1,092.59
Note Payable	150,383.04	154,496.80	-4,113.76
<b>TOTAL LIABILITIES</b>	<b>158,081.73</b>	<b>162,458.44</b>	<b>-4,376.71</b>
<b>CAPITAL</b>			
Retained Earnings	-92,896.13	-92,751.50	-144.63
Reserve Equity	0.00	0.00	0.00
<b>TOTAL CAPITAL</b>	<b>-92,896.13</b>	<b>-92,751.50</b>	<b>-144.63</b>
<b>TOTAL LIABILITIES and CAPITAL</b>	<b>65,185.60</b>	<b>69,706.94</b>	<b>-4,521.34</b>
<b>Total of All</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Balance Sheet - Comparative - Reserve**

Period = May 2023

Book = Accrual ; Tree = ysi\_bs

	<b>Current Balance</b>	<b>Prior Month Balance</b>	<b>Change</b>
	<b>5/31/2023</b>	<b>4/30/2023</b>	
ASSETS			
CURRENT ASSETS			
Cash - Operating Acct	0.00	0.00	0.00
Cash - Reserve Bank Acct 1	254,606.13	286,814.38	-32,208.25
Budgeted NOI Transfer to Reserve	5,747.93	5,747.93	0.00
2023-2024 Insurance Premium payment	-5,609.60	-37,956.18	32,346.58
Monthly Insurance Premium Payback	0.00	0.00	0.00
Capital Fee #703 Brian Mitchell (bmil)	0.00	0.00	0.00
Capital Fee #501 Rod & Dawn Nelson (rone)	0.00	0.00	0.00
Tfr to Oper-HVAC Rooftop Condensor relocation	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	254,744.46	254,606.13	138.33
TOTAL ASSETS	254,744.46	254,606.13	138.33
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	254,744.46	254,606.13	138.33
TOTAL CAPITAL	254,744.46	254,606.13	138.33
TOTAL LIABILITIES and CAPITAL	254,744.46	254,606.13	138.33
Total of All	0.00	0.00	0.00

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

**Income Statement - Operating**

For the period ending May 31, 2023

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	<b><u>REVENUES</u></b>							
401300	Late Fees	109.07	0.00	109.07	109.07	0.00	109.07	0.00
401300	HOA Assessment Revenue	31,717.52	32,217.50	-499.98	63,435.04	64,435.00	-999.96	386,610.00
500500	<b>TOTAL REVENUES</b>	<b>31,826.59</b>	<b>32,217.50</b>	<b>-390.91</b>	<b>63,544.11</b>	<b>64,435.00</b>	<b>-890.89</b>	<b>386,610.00</b>
500600	<b><u>OPERATING EXPENSES</u></b>							
600000	<b>Controllable Expenses</b>							
600001	Salaries and Benefits							
600037	Payroll - Building Managers	880.20	906.48	26.28	1,467.00	1,493.20	26.20	7,680.16
600038	P/R Burden - Building Managers	140.82	163.17	22.35	234.70	268.78	34.08	1,382.44
600043	Payroll - HVAC/Engineering	0.00	0.00	0.00	288.19	0.00	-288.19	0.00
600044	P/R Burden - HVAC/Engineering	0.00	0.00	0.00	46.11	0.00	-46.11	0.00
600047	Payroll - Day Cleaners	4,463.32	4,419.03	-44.29	7,434.23	7,365.05	-69.18	38,298.26
600048	P/R Burden - Day Cleaners	714.14	795.43	81.29	1,189.48	1,325.71	136.23	6,893.66
600110	Payroll - Bonus	105.39	0.00	-105.39	181.23	0.00	-181.23	0.00
600150	Total Salaries and Benefits	6,303.87	6,284.11	-19.76	10,840.94	10,452.74	-388.20	54,254.52
610000	G/A Expenses							
610114	ParkingLot Lease Expense	1,200.00	1,200.00	0.00	2,400.00	2,400.00	0.00	14,400.00
610118	Publications and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	592.00
610120	Legal and Professional	0.00	0.00	0.00	0.00	0.00	0.00	3,195.00
610130	Telephone	529.80	520.00	-9.80	1,061.17	1,040.00	-21.17	5,070.00
610999	Total G/A Expenses	1,729.80	1,720.00	-9.80	3,461.17	3,440.00	-21.17	23,257.00
619999	Repair and Maintenance							

620006	RM - Repair-Exterior Building	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
620012	RM - HVAC-Supplies	56.02	0.00	-56.02	130.48	0.00	-130.48	0.00
620014	RM - Permits	0.00	150.00	150.00	192.30	150.00	-42.30	987.88
620022	RM - Com-Fireproof/Life Safety	4,095.00	1,700.00	-2,395.00	4,095.00	1,700.00	-2,395.00	8,600.00
620029	RM - Com-Elevator	0.00	0.00	0.00	4,581.19	0.00	-4,581.19	0.00
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620999	Total Repair and Maintenance	4,151.02	1,850.00	-2,301.02	8,998.97	1,850.00	-7,148.97	13,587.88
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630000	Utilities							
630001	Utilities - Electric	1,339.07	1,446.00	106.93	2,458.31	2,760.00	301.69	15,014.00
630002	Utilities - Water	1,843.85	1,640.00	-203.85	3,522.12	3,280.00	-242.12	19,680.00
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630999	Total Utilities	3,182.92	3,086.00	-96.92	5,980.43	6,040.00	59.57	34,694.00
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640000	Contract Services							
640004	CS - Elevator	780.00	780.00	0.00	1,560.00	1,560.00	0.00	9,360.00
640010	CS - Pest Control	86.82	86.82	0.00	173.64	173.64	0.00	1,041.84
640011	CS - Fire and Security Monitoring	40.00	40.00	0.00	80.00	80.00	0.00	480.00
640013	CS - Waste Removal	413.35	415.00	1.65	826.70	830.00	3.30	4,980.00
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640998	Total Contract Services	1,320.17	1,321.82	1.65	2,640.34	2,643.64	3.30	15,861.84
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640999	Total Controllable Expenses	16,687.78	14,261.93	-2,425.85	31,921.85	24,426.38	-7,495.47	141,655.24
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	Other Operating Expenses							
862020	Shared Svc - Legal and Human Res	805.45	805.45	0.00	1,610.90	1,610.90	0.00	9,665.40
862030	Shared Svc - Information Systems	415.28	415.28	0.00	830.56	830.56	0.00	4,983.36
863010	Asset Management Fee	1,666.67	1,666.67	0.00	3,333.34	3,333.34	0.00	20,000.04
650008	Admin PT - HVAC/Engineering	480.89	480.89	0.00	961.78	961.78	0.00	5,770.68
650021	Admin PT - Accounting and Finance	1,104.72	1,104.72	0.00	2,209.44	2,209.44	0.00	13,256.64
650058	Admin PT - Houston Region	872.62	872.62	0.00	1,745.24	1,745.24	0.00	10,471.44
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650950	Total Shared Service (Pass Thru)	5,345.63	5,345.63	0.00	10,691.26	10,691.26	0.00	64,147.56
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820000	Interest Expense	937.20	611.86	-325.34	1,931.07	1,260.61	-670.46	6,573.79

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650952	Property Taxes	19.89	19.89	0.00	39.78	39.78	0.00	238.68
650954	Insurance	8,842.39	3,878.00	-4,964.39	17,739.78	7,756.00	-9,983.78	46,536.00
863018	Reserve Contribution - Budgeted Reserve	5,747.93	5,747.93	0.00	11,495.86	11,495.86	0.00	68,975.16
650997	Total Taxes & Insurance	15,547.41	10,257.68	-5,289.73	31,206.49	20,552.25	-10,654.24	122,323.63
900000	TOTAL EXPENSE	<b>37,580.82</b>	<b>29,865.24</b>	<b>-7,715.58</b>	<b>73,819.60</b>	<b>55,669.89</b>	<b>-18,149.71</b>	<b>328,126.43</b>
900001	<b>NET OPERATING INCOME</b>	<b>-5,754.23</b>	<b>2,352.26</b>	<b>-8,106.49</b>	<b>-10,275.49</b>	<b>8,765.11</b>	<b>-19,040.60</b>	<b>58,483.57</b>

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

**Income Statement - Reserve**

For the period ending May 31, 2023

		Current Month			Year to Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
400005	<b><u>REVENUES</u></b>							
401305	Reserve Contributions - Budgeted Reserve	5,747.93	5,747.93	0.00	11,495.86	11,495.86	0.00	68,975.16
401310	Capital Improvement Fee	0.00	0.00	0.00	1,645.68	0.00	1,645.68	0.00
500500	<b>TOTAL REVENUES</b>	<b>5,747.93</b>	<b>5,747.93</b>	<b>0.00</b>	<b>13,141.54</b>	<b>11,495.86</b>	<b>1,645.68</b>	<b>68,975.16</b>
<b>Other Expenses (Income)</b>								
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)	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
900001	<b>NET OPERATING INCOME</b>	<b>5,747.93</b>	<b>5,747.93</b>	<b>0.00</b>	<b>13,141.54</b>	<b>11,495.86</b>	<b>1,645.68</b>	<b>68,975.16</b>

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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63,435.04
500500 TOTAL REVENUE	31,717.52	31,826.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63,544.11
500600 OPERATING EXPENSES													
600000 Controllable Expenses													
600001 Salaries and Benefits													
600037 Payroll-Building Managers	586.80	880.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,467.00
600038 P/R Burden-Building Managers	93.88	140.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	234.70
600043 Payroll - HVAC/Engineering	288.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	288.19
600044 P/R Burden - HVAC/Engineering	46.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.11
600047 Payroll-Day Cleaners	2,970.91	4,463.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,434.23
600048 P/R Burden-Day Cleaners	475.34	714.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,189.48
600110 Payroll - Bonus	75.84	105.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	181.23
600150 Total Salaries and Benefits	4,537.07	6,303.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,840.94
610000 G/A Expenses													
610114 ParkingLot Lease Expense	1,200.00	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00
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
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	531.37	529.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,061.17
610999 Total G/A Expenses	1,731.37	1,729.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,461.17
619999 Repair and Maintenance													
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
620012 RM - HVAC-Supplies	74.46	56.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.48
620014 RM - Permits	192.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192.30
620022 RM-Com.-Fireproof/Life Safety	0.00	4,095.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,095.00
620029 RM - Com-Elevator	4,581.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,581.19
620999 Total Repair and Maintenance	4,847.95	4,151.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,998.97
630000 Utilities													
630001 Utilities-Electric	1,119.24	1,339.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,458.31
630002 Utilities-Water	1,678.27	1,843.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,522.12
630999 Total Utilities	2,797.51	3,182.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,980.43
640000 Contract Services													
640004 CS-Elevator	780.00	780.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,560.00

640010	CS-Pest Control	86.82	86.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	173.64
640011	CS-Fire and Security Monitoring	40.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.00
640013	CS-Waste Removal	413.35	413.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	826.70
640998	Total Contract Services	1,320.17	1,320.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,640.34
640999	Total Controllable Expenses	15,234.07	16,687.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,921.85
Other Operating Expenses														
862020	Shared Svc - Legal and Human Res	805.45	805.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,610.90
862030	Shared Svc - Information Systems	415.28	415.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	830.56
863010	Asset Management Fee	1,666.67	1,666.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,333.34
650008	Admin. PT-HVAC/Engineering	480.89	480.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	961.78
650021	Admin. PT-Accounting and Finance	1,104.72	1,104.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,209.44
650058	Admin PT-Houston Region	872.62	872.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,745.24
650950	Total Shared Service (Pass Thru)	5,345.63	5,345.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,691.26
820000	Interest Expense	993.87	937.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,931.07
650952	Property Taxes	19.89	19.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.78
650954	Insurance	8,897.39	8,842.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,739.78
863018	Reserve Contribution - Budgeted Reserve	5,747.93	5,747.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,495.86
650997	Total Taxes and Ins.	15,659.08	15,547.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,206.49
900000	TOTAL EXPENSE	36,238.78	37,580.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73,819.60
900001	NET INCOME (LOSS)	-4,521.26	-5,754.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10,275.49

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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,495.86
401310	Capital Improvement Fee	1,645.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,645.68
500500	TOTAL REVENUES	7,393.61	5,747.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,141.54
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,141.54

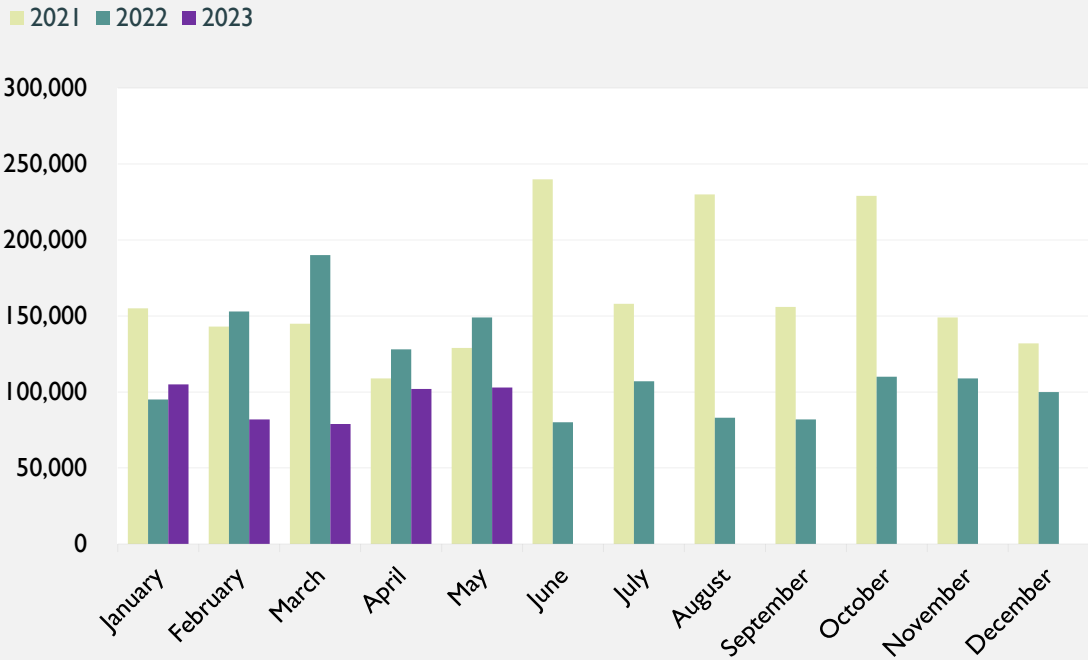


Capitol Lofts

# 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							
Occupancy	90%				97%							

## 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							

USAGE SUMMARY

