



City Manager
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Ketchikan, AK 99901

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| TRANSMITTAL MEMORANDUM |
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TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: April 16, 2021

RE: **Rendezvous Senior Day Services, Inc.'s Quarterly Activity and Financial Reports – January Through March 2021**

Pursuant to paragraph (a) of Section 14 of the 2021 Community Agency Funding Agreement between the City of Ketchikan and Rendezvous Senior Day Services, Inc., attached for City Council review are copies of the agency's quarterly activity and financial reports for the period January through March 2021. Should Councilmembers have questions regarding the report, staff can attempt to respond accordingly.

Rendezvous Senior Day Services, Inc.

2441 First Ave, Ketchikan, AK 99901

Phone: (907)247-1961

rendezvous@kpunet.net

April 8, 2021

Attached please find the required quarterly report for the period January – March 2021. Please take time to peruse this information.

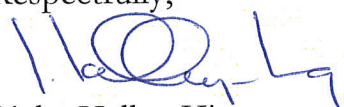
Rendezvous is currently the only community nonprofit offering in-person direct services in a group setting. Following CDC and local EOC guidelines, RSDS has successfully mitigated the COVID-19 virus issues to give our Members a routine of socialization, exercise and nutrition. There have been no incidences of COVID-19 in the participants or Staff of RSDS. Our mission is to offer care for Seniors and persons with different abilities in our community to live happily and independently as possible for as long as possible. We could not successfully carry out this mission without having our doors open and Staff fully engaged -in person- with our Members.

This quarter, RSDS was instrumental assisting the primary targeted population group (65 and older) to get the COVID-19 vaccination. RSDS assisted the State of Alaska and the local Health Department to locate Seniors, make appointments and provide transportation and opportunities to be vaccinated. Every Member and Staff attending RSDS has been vaccinated.

RSDS answered the call from First City Homeless Shelter for help with the evening meal at the warming center. RSDS Staff prepares the Friday evening meal for 25-35 persons utilizing the center. This collaboration, and others within the community, provides basic needs to a compromised, “lost” portion of our population. We are all in this together.

As always, if there are any questions or concerns with the financial information or narrative supplied in this report, please feel free to email or call my office. Rendezvous is appreciative of the continued financial backing of our community.

Respectfully,



Licha Kelley-King
Executive Director

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04/08/21

Accrual Basis

Rendezvous Senior Day Services Inc

Profit & Loss Prev Year Comparison

January through March 2021

| | Jan - Mar 21 | Jan - Mar 20 | \$ Change | % Change |
|--|-------------------|-------------------|-------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 43400 · Income | | | | |
| 43440 · Sales Revenue- Thrift Store | 49,474.33 | 36,893.35 | 12,580.98 | 34.1% |
| 43450 · Gifts in Kind - Goods | 650.00 | 650.00 | 0.00 | 0.0% |
| Total 43400 · Income | 50,124.33 | 37,543.35 | 12,580.98 | 33.5% |
| 44400 · Government Contracts | | | | |
| 44550 · Client Fees | | | | |
| 44551 · Medicaid Waiver Payments | 6,496.81 | 23,903.51 | -17,406.70 | -72.8% |
| 44552 · Private Payments | 720.00 | 380.00 | 340.00 | 89.5% |
| Total 44550 · Client Fees | 7,216.81 | 24,283.51 | -17,066.70 | -70.3% |
| Total 44400 · Government Contracts | 7,216.81 | 24,283.51 | -17,066.70 | -70.3% |
| 44500 · Government Grants | | | | |
| 44530 · Local Government Grants | 26,549.00 | 6,634.40 | 19,914.60 | 300.2% |
| 44540 · State Grants (DHSS) | 42,567.70 | 33,665.50 | 8,902.20 | 26.4% |
| Total 44500 · Government Grants | 69,116.70 | 40,299.90 | 28,816.80 | 71.5% |
| 44600 · Other Local Grants | | | | |
| 44605 · Garden Center | -199.60 | 0.00 | -199.60 | -100.0% |
| Total 44600 · Other Local Grants | -199.60 | 0.00 | -199.60 | -100.0% |
| 46400 · Other Types of Income | | | | |
| 46410 · Cash Donations | 1,601.34 | 1,405.85 | 195.49 | 13.9% |
| 46420 · Fundraising Revenue | | | | |
| 46422 · Crafts & Food Revenue | 0.00 | -20.00 | 20.00 | 100.0% |
| Total 46420 · Fundraising Revenue | 0.00 | -20.00 | 20.00 | 100.0% |
| 46430 · Interest Revenue | 12.63 | 151.33 | -138.70 | -91.7% |
| Total 46400 · Other Types of Income | 1,613.97 | 1,537.18 | 76.79 | 5.0% |
| 47500 · Rental Income | | | | |
| 47510 · Senior Rentals | 7,991.04 | 10,368.12 | -2,377.08 | -22.9% |
| 47520 · Senior Utilities | 150.24 | 1,692.88 | -1,542.64 | -91.1% |
| 47530 · Rent - Commercial Tenant | 4,960.00 | 5,460.00 | -500.00 | -9.2% |
| Total 47500 · Rental Income | 13,101.28 | 17,521.00 | -4,419.72 | -25.2% |
| Total Income | 140,973.49 | 121,184.94 | 19,788.55 | 16.3% |
| Gross Profit | 140,973.49 | 121,184.94 | 19,788.55 | 16.3% |
| Expense | | | | |
| 01 · PPE Covid | 1,000.00 | 0.00 | 1,000.00 | 100.0% |
| 60900 · Business Expenses | | | | |
| 60910 · Merchant Account Fees | 1,189.24 | 721.73 | 467.51 | 64.8% |
| 60900 · Business Expenses - Other | 0.00 | 37.62 | -37.62 | -100.0% |
| Total 60900 · Business Expenses | 1,189.24 | 759.35 | 429.89 | 56.6% |
| 60930 · Cash <Over>Short | 2.97 | 5.56 | -2.59 | -46.6% |
| 62100 · Contract Services | | | | |
| 62110 · Accounting Fees | 3,200.00 | 4,357.50 | -1,157.50 | -26.6% |
| 62150 · Other Professional Services | 0.00 | 125.00 | -125.00 | -100.0% |
| 62100 · Contract Services - Other | 0.00 | 30.00 | -30.00 | -100.0% |
| Total 62100 · Contract Services | 3,200.00 | 4,512.50 | -1,312.50 | -29.1% |
| 62800 · Facilities and Equipment | | | | |
| 62805 · Rent - Tongass Ave Thrift Store | 7,050.00 | 7,050.00 | 0.00 | 0.0% |
| 62820 · Equipment Repairs & Maintenance | 676.41 | 654.93 | 21.48 | 3.3% |

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04/08/21

Accrual Basis

Rendezvous Senior Day Services Inc

Profit & Loss Prev Year Comparison

January through March 2021

| | Jan - Mar 21 | Jan - Mar 20 | \$ Change | % Change |
|---|------------------|------------------|------------------|----------------|
| 62830 · Repairs and Maintenance | | | | |
| 62830.6 · Housing | 3,751.96 | 670.32 | 3,081.64 | 459.7% |
| 62830.1 · Building Repairs & Maintenance | 414.23 | 8,753.97 | -8,339.74 | -95.3% |
| 62830.3 · Thrift Store | 0.00 | 489.82 | -489.82 | -100.0% |
| 62830 · Repairs and Maintenance - Other | 0.00 | 3,980.76 | -3,980.76 | -100.0% |
| Total 62830 · Repairs and Maintenance | 4,166.19 | 13,894.87 | -9,728.68 | -70.0% |
| 62840 · Automobile Expenses | | | | |
| 62841 · Ford Van Expenses | | | | |
| 62841.1 · Ford Van Repairs & Maintenance | 63.88 | 0.00 | 63.88 | 100.0% |
| 62841.2 · Ford Van Fuel | 72.32 | 0.00 | 72.32 | 100.0% |
| 62841.3 · Ford Van Insurance & Registr | 773.00 | 0.00 | 773.00 | 100.0% |
| Total 62841 · Ford Van Expenses | 909.20 | 0.00 | 909.20 | 100.0% |
| 62842 · Bus Expenses | | | | |
| 62842.2 · Bus Fuel | 129.74 | 226.61 | -96.87 | -42.8% |
| 62842.3 · Bus Insurance & Registration | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 62842 · Bus Expenses | 129.74 | 226.61 | -96.87 | -42.8% |
| 62844 · Mazda Van Expenses | | | | |
| 62844.2 · Mazda Van Fuel | 69.33 | 326.03 | -256.70 | -78.7% |
| 62844 · Mazda Van Expenses - Other | 36.20 | 0.00 | 36.20 | 100.0% |
| Total 62844 · Mazda Van Expenses | 105.53 | 326.03 | -220.50 | -67.6% |
| 62840 · Automobile Expenses - Other | 0.00 | 220.97 | -220.97 | -100.0% |
| Total 62840 · Automobile Expenses | 1,144.47 | 773.61 | 370.86 | 47.9% |
| 62860 · Mortgage Interest | 4,321.72 | 4,452.94 | -131.22 | -3.0% |
| 62890 · Utilities | | | | |
| 62890.1 · Electric, Water & Sewer | 4,378.08 | 0.00 | 4,378.08 | 100.0% |
| 62890.2 · Garbage & Waste Disposal | 3,347.47 | 2,279.99 | 1,067.48 | 46.8% |
| 62890.5 · Telephone, Cable and Internet | 2,244.74 | 1,523.21 | 721.53 | 47.4% |
| 62890.6 · Fuel, Heating | 2,695.66 | 3,486.28 | -790.62 | -22.7% |
| 62890 · Utilities - Other | 0.00 | 2,363.48 | -2,363.48 | -100.0% |
| Total 62890 · Utilities | 12,665.95 | 9,652.96 | 3,012.99 | 31.2% |
| Total 62800 · Facilities and Equipment | 30,024.74 | 36,479.31 | -6,454.57 | -17.7% |
| 65000 · Operations | | | | |
| 65010 · Dues and Subscriptions | 119.00 | 119.00 | 0.00 | 0.0% |
| 65020 · Postage, Mailing Service | 153.88 | 0.00 | 153.88 | 100.0% |
| 65040 · Supplies | | | | |
| 65080 · Housing Supplies | 730.16 | 0.00 | 730.16 | 100.0% |
| 65041 · Day Center Supplies | | | | |
| 65041.1 · Food | 1,323.23 | 1,649.58 | -326.35 | -19.8% |
| 65041.2 · Household Supplies | 10.98 | 381.56 | -370.58 | -97.1% |
| 65041.3 · Office Supplies | 1,049.71 | 992.34 | 57.37 | 5.8% |
| 65041.4 · Program Supplies | | | | |
| 65041.5 · Activity Supplies | 0.00 | 60.00 | -60.00 | -100.0% |
| 65041.4 · Program Supplies - Other | 0.00 | 118.41 | -118.41 | -100.0% |
| Total 65041.4 · Program Supplies | 0.00 | 178.41 | -178.41 | -100.0% |
| 65041 · Day Center Supplies - Other | 577.56 | 690.64 | -113.08 | -16.4% |
| Total 65041 · Day Center Supplies | 2,961.48 | 3,892.53 | -931.05 | -23.9% |
| 65045 · Thrift Store Supplies | | | | |
| 65047 · Thrift Store Supplies - Tongass | 57.47 | 256.00 | -198.53 | -77.6% |
| 65045 · Thrift Store Supplies - Other | 19.97 | 401.28 | -381.31 | -95.0% |
| Total 65045 · Thrift Store Supplies | 77.44 | 657.28 | -579.84 | -88.2% |

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Rendezvous Senior Day Services Inc

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|--|-------------------|-------------------|------------------|------------------|
| 65070 · Donated Goods | 650.00 | 650.00 | 0.00 | 0.0% |
| 65040 · Supplies - Other | 0.00 | 131.74 | -131.74 | -100.0% |
| Total 65040 · Supplies | 4,419.08 | 5,331.55 | -912.47 | -17.1% |
| Total 65000 · Operations | 4,691.96 | 5,450.55 | -758.59 | -13.9% |
| 65050 · CC Supplies/Copies/Other | 56.85 | 58.40 | -1.55 | -2.7% |
| 65100 · Other Types of Expenses | | | | |
| 65110 · Advertising Expenses | 659.00 | 12.00 | 647.00 | 5,391.7% |
| 65120 · Insurance - Liability, D and O | 1,212.50 | 0.00 | 1,212.50 | 100.0% |
| Total 65100 · Other Types of Expenses | 1,871.50 | 12.00 | 1,859.50 | 15,495.8% |
| 66000 · Payroll Expenses | | | | |
| 66010 · Salaries and Wages | 69,975.72 | 64,066.06 | 5,909.66 | 9.2% |
| 66020 · Payroll Taxes | 6,146.41 | 5,032.70 | 1,113.71 | 22.1% |
| 66030 · SUI Contribution | 745.08 | 654.33 | 90.75 | 13.9% |
| 66073 · QSEHRA | | | | |
| 66073.2 · QSEHRA Employee Payments | 194.00 | 583.20 | -389.20 | -66.7% |
| 66073 · QSEHRA - Other | 283.20 | 1,017.00 | -733.80 | -72.2% |
| Total 66073 · QSEHRA | 477.20 | 1,600.20 | -1,123.00 | -70.2% |
| 66080 · Workers Compensation | 0.00 | 128.49 | -128.49 | -100.0% |
| 66000 · Payroll Expenses - Other | 9,607.22 | 1,633.36 | 7,973.86 | 488.2% |
| Total 66000 · Payroll Expenses | 86,951.63 | 73,115.14 | 13,836.49 | 18.9% |
| 66100 · Employee Goodwill | 381.00 | -45.55 | 426.55 | 936.4% |
| 66999 · Reconciliation Discrepancies | -5.53 | 0.00 | -5.53 | -100.0% |
| 68300 · Travel and Meetings | 0.00 | -56.33 | 56.33 | 100.0% |
| Total Expense | 129,364.36 | 120,290.93 | 9,073.43 | 7.5% |
| Net Ordinary Income | 11,609.13 | 894.01 | 10,715.12 | 1,198.6% |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 80100 · Bank/Other Charges & Fees | 0.00 | 26.00 | -26.00 | -100.0% |
| Total Other Expense | 0.00 | 26.00 | -26.00 | -100.0% |
| Net Other Income | 0.00 | -26.00 | 26.00 | 100.0% |
| Net Income | 11,609.13 | 868.01 | 10,741.12 | 1,237.4% |