



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

FROM: Lacey G. Simpson, Assistant City Manager

DATE: October 20, 2022

RE: **Rendezvous Senior Day Services, Inc. Quarterly Activity & Financial Reports – July Through September 2022**

Pursuant to paragraph (a) of Section 14 of the 2022 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 July through September 2022. Should Councilmembers have questions regarding the attached reports, staff can attempt to respond accordingly.

**Rendezvous Senior Day Services, Inc.**

2441 First Ave, Ketchikan, AK 99901

Phone: (907)247-1961

[rendezvous@kpunet.net](mailto:rendezvous@kpunet.net)

October 1, 2022

Enclosed you will find the required financial report for the past quarter, July -September of the fiscal year. The profit and loss statement for the quarter will give you a snapshot of RSDS finances as well as where funds are generated for the organization and how that money is spent. RSDS has proven an excellent manager of controlling costs and managing funding.

RSDS has been asked to be a part of the steering committee for the Alaska Sustainable Fisheries Trust. Among other activities, the Trust has donated thousands of pounds of salmon to communities around the State of Alaska. RSDS has accepted 1,000 ponds of frozen sockeye salmon to distribute in the Ketchikan community. RSDS has passed out salmon to WISH, PATH, RYC, our own Elders participating in our program as well as a number of food insecure families. RSDS has extended well beyond the doors and the initial mission to encompass the greater Ketchikan community in food distribution. The surplus food Safeway donates to RSDS is shared by other organizations and families needing a little help making ends meet.

RSDS is a part of the Ketchikan Nonprofit Collaborative. As part of this collaborative, RSDS has assisted in hosting a forum for City Council and Borough Assembly candidates to give voters an insight to the people running for office and the issues facing our community.

In the past quarter, RSDS has loaned more than 165 pieces of medical equipment such as walkers, wheelchairs, canes, bed rails and other items to community members at no charge. The medical closet saves members of our community hundreds of dollars with this loan closet.

RSDS's mission is to provide a safe place for Elders and persons with different abilities. This organization stretches our arms to encompass the entire community, far beyond our main mission. We feed people. We give people clothing, household goods and supplies through the Thrift Store. We help our community thrive.

As always, if you have any questions or concerns about this report, please feel free to call, email or drop by the Center.

Respectfully,

Licha Kelley-King  
Executive Director.

# Rendezvous Senior Day Services Inc

## Profit & Loss Prev Year Comparison

July 1 through September 27, 2022

	Jul 1 - Sep ...	Jul 1 - Sep ...	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43400 · Income				
43440 · Sales Revenue- Thrift Store	45,002.70	57,654.83	-12,652.13	-21.9%
43450 · Gifts in Kind - Goods	550.00	900.00	-350.00	-38.9%
<b>Total 43400 · Income</b>	<b>45,552.70</b>	<b>58,554.83</b>	<b>-13,002.13</b>	<b>-22.2%</b>
44400 · Government Contracts				
44550 · Client Fees				
44551 · Medicaid Waiver Payments	5,071.01	8,653.07	-3,582.06	-41.4%
44552 · Private Payments	470.00	450.00	20.00	4.4%
<b>Total 44550 · Client Fees</b>	<b>5,541.01</b>	<b>9,103.07</b>	<b>-3,562.06</b>	<b>-39.1%</b>
<b>Total 44400 · Government Contracts</b>	<b>5,541.01</b>	<b>9,103.07</b>	<b>-3,562.06</b>	<b>-39.1%</b>
44500 · Government Grants				
44540 · State Grants (DHSS)	8,513.54	17,026.84	-8,513.30	-50.0%
<b>Total 44500 · Government Grants</b>	<b>8,513.54</b>	<b>17,026.84</b>	<b>-8,513.30</b>	<b>-50.0%</b>
44600 · Other Local Grants				
44605 · Garden Center	0.00	-126.99	126.99	100.0%
<b>Total 44600 · Other Local Grants</b>	<b>0.00</b>	<b>-126.99</b>	<b>126.99</b>	<b>100.0%</b>
45000 · Investments				
45050 · Other Investment Revenue	0.00	160.43	-160.43	-100.0%
<b>Total 45000 · Investments</b>	<b>0.00</b>	<b>160.43</b>	<b>-160.43</b>	<b>-100.0%</b>
46400 · Other Types of Income				
46410 · Cash Donations	970.00	1,810.69	-840.69	-46.4%
46420 · Fundraising Revenue	0.00	817.00	-817.00	-100.0%
46430 · Interest Revenue	18.39	7.68	10.71	139.5%
<b>Total 46400 · Other Types of Income</b>	<b>988.39</b>	<b>2,635.37</b>	<b>-1,646.98</b>	<b>-62.5%</b>
47500 · Rental Income				
47510 · Senior Rentals	11,666.18	6,797.05	4,869.13	71.6%
47520 · Senior Utilities	225.36	150.24	75.12	50.0%
47530 · Rent - Commercial Tenant	5,460.00	5,460.00	0.00	0.0%
<b>Total 47500 · Rental Income</b>	<b>17,351.54</b>	<b>12,407.29</b>	<b>4,944.25</b>	<b>39.9%</b>
<b>Total Income</b>	<b>77,947.18</b>	<b>99,760.84</b>	<b>-21,813.66</b>	<b>-21.9%</b>
<b>Cost of Goods Sold</b>				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>77,947.18</b>	<b>99,760.84</b>	<b>-21,813.66</b>	<b>-21.9%</b>
<b>Expense</b>				
67000 · Courageous Conversations Exp	203.01	0.00	203.01	100.0%
1000000 · Miscellaneous	-895.00	0.00	-895.00	-100.0%
60900 · Business Expenses				
60910 · Merchant Account Fees	1,332.91	2,337.25	-1,004.34	-43.0%
<b>Total 60900 · Business Expenses</b>	<b>1,332.91</b>	<b>2,337.25</b>	<b>-1,004.34</b>	<b>-43.0%</b>
60930 · Cash <Over>Short	1.76	9.08	-7.32	-80.6%
62100 · Contract Services				
62110 · Accounting Fees	3,200.00	4,800.00	-1,600.00	-33.3%
62150 · Other Professional Services	565.00	0.00	565.00	100.0%
<b>Total 62100 · Contract Services</b>	<b>3,765.00</b>	<b>4,800.00</b>	<b>-1,035.00</b>	<b>-21.6%</b>

# Rendezvous Senior Day Services Inc

## Profit & Loss Prev Year Comparison

### July 1 through September 27, 2022

	Jul 1 - Sep ...	Jul 1 - Sep ...	\$ Change	% Change
<b>62800 · Facilities and Equipment</b>				
62805 · Rent - Tongass Ave Thrift Store	7,050.00	7,050.00	0.00	0.0%
62820 · Equipment Repairs & Maintenance	918.58	1,352.82	-434.24	-32.1%
<b>62830 · Repairs and Maintenance</b>				
62830.7 · HVAC Expense	14,076.26	0.00	14,076.26	100.0%
62830.6 · Housing	450.00	935.96	-485.96	-51.9%
62830.1 · Building Repairs & Maintenance	22.97	299.48	-276.51	-92.3%
62830.3 · Thrift Store	480.00	180.00	300.00	166.7%
62830 · Repairs and Maintenance - Other	150.00	429.23	-279.23	-65.1%
<b>Total 62830 · Repairs and Maintenance</b>	<b>15,179.23</b>	<b>1,844.67</b>	<b>13,334.56</b>	<b>722.9%</b>
<b>62840 · Automobile Expenses</b>				
<b>62841 · Ford Van Expenses</b>				
62841.2 · Ford Van Fuel	250.33	0.00	250.33	100.0%
62841.3 · Ford Van Insurance & Registr	0.00	1,456.00	-1,456.00	-100.0%
<b>Total 62841 · Ford Van Expenses</b>	<b>250.33</b>	<b>1,456.00</b>	<b>-1,205.67</b>	<b>-82.8%</b>
<b>62842 · Bus Expenses</b>				
62842.2 · Bus Fuel	-9.01	146.63	-155.64	-106.1%
62842.3 · Bus Insurance & Registration	0.00	1,359.00	-1,359.00	-100.0%
<b>Total 62842 · Bus Expenses</b>	<b>-9.01</b>	<b>1,505.63</b>	<b>-1,514.64</b>	<b>-100.6%</b>
<b>62844 · Mazda Van Expenses</b>				
62844.2 · Mazda Van Fuel	244.80	97.49	147.31	151.1%
62844 · Mazda Van Expenses - Other	68.32	0.00	68.32	100.0%
<b>Total 62844 · Mazda Van Expenses</b>	<b>313.12</b>	<b>97.49</b>	<b>215.63</b>	<b>221.2%</b>
<b>62840 · Automobile Expenses - Other</b>	<b>0.00</b>	<b>63.98</b>	<b>-63.98</b>	<b>-100.0%</b>
<b>Total 62840 · Automobile Expenses</b>	<b>554.44</b>	<b>3,123.10</b>	<b>-2,568.66</b>	<b>-82.3%</b>
<b>62860 · Mortgage Interest</b>	<b>3,297.47</b>	<b>3,682.50</b>	<b>-385.03</b>	<b>-10.5%</b>
<b>62890 · Utilities</b>				
62890.1 · Electric, Water & Sewer	3,251.48	3,526.68	-275.20	-7.8%
62890.2 · Garbage & Waste Disposal	3,828.00	4,015.50	-187.50	-4.7%
62890.5 · Telephone, Cable and Internet	1,723.10	2,263.59	-540.49	-23.9%
62890.6 · Fuel, Heating	589.36	274.31	315.05	114.9%
<b>Total 62890 · Utilities</b>	<b>9,391.94</b>	<b>10,080.08</b>	<b>-688.14</b>	<b>-6.8%</b>
<b>Total 62800 · Facilities and Equipment</b>	<b>36,391.66</b>	<b>27,133.17</b>	<b>9,258.49</b>	<b>34.1%</b>
<b>65000 · Operations</b>				
65010 · Dues and Subscriptions	79.98	40.00	39.98	100.0%
65020 · Postage, Mailing Service	8.06	110.00	-101.94	-92.7%
<b>65040 · Supplies</b>				
<b>65041 · Day Center Supplies</b>				
65041.1 · Food	2,523.32	2,016.24	507.08	25.2%
65041.2 · Household Supplies	13.90	0.00	13.90	100.0%
65041.3 · Office Supplies	673.45	858.14	-184.69	-21.5%
<b>65041.4 · Program Supplies</b>				
65041.5 · Activity Supplies	26.20	241.90	-215.70	-89.2%
65041.4 · Program Supplies - Other	0.00	41.62	-41.62	-100.0%
<b>Total 65041.4 · Program Supplies</b>	<b>26.20</b>	<b>283.52</b>	<b>-257.32</b>	<b>-90.8%</b>
<b>65041 · Day Center Supplies - Other</b>	<b>1,543.54</b>	<b>2,281.77</b>	<b>-738.23</b>	<b>-32.4%</b>
<b>Total 65041 · Day Center Supplies</b>	<b>4,780.41</b>	<b>5,439.67</b>	<b>-659.26</b>	<b>-12.1%</b>
<b>65045 · Thrift Store Supplies</b>	<b>691.66</b>	<b>1,091.82</b>	<b>-400.16</b>	<b>-36.7%</b>
<b>65070 · Donated Goods</b>	<b>550.00</b>	<b>900.00</b>	<b>-350.00</b>	<b>-38.9%</b>
<b>Total 65040 · Supplies</b>	<b>6,022.07</b>	<b>7,431.49</b>	<b>-1,409.42</b>	<b>-19.0%</b>

# Rendezvous Senior Day Services Inc

## Profit & Loss Prev Year Comparison

July 1 through September 27, 2022

	Jul 1 - Sep ...	Jul 1 - Sep ...	\$ Change	% Change
65000 · Operations - Other	0.00	-803.22	803.22	100.0%
<b>Total 65000 · Operations</b>	<b>6,110.11</b>	<b>6,778.27</b>	<b>-668.16</b>	<b>-9.9%</b>
65050 · CC Supplies/Copies/Other	120.96	0.00	120.96	100.0%
65100 · Other Types of Expenses				
65110 · Advertising Expenses	1,521.40	604.00	917.40	151.9%
65120 · Insurance - Liability, D and O	1,389.80	1,818.75	-428.95	-23.6%
<b>Total 65100 · Other Types of Expenses</b>	<b>2,911.20</b>	<b>2,422.75</b>	<b>488.45</b>	<b>20.2%</b>
66000 · Payroll Expenses				
66010 · Salaries and Wages	64,002.65	70,769.58	-6,766.93	-9.6%
66020 · Payroll Taxes	5,144.28	5,626.05	-481.77	-8.6%
66030 · SUI Contribution	438.90	660.16	-221.26	-33.5%
66070 · Health Expense	0.00	10.64	-10.64	-100.0%
66073 · QSEHRA				
66073.1 · QSEHRA Administration Fees	9.00	0.00	9.00	100.0%
66073.2 · QSEHRA Employee Payments	202.00	0.00	202.00	100.0%
66073 · QSEHRA - Other	404.00	654.00	-250.00	-38.2%
<b>Total 66073 · QSEHRA</b>	<b>615.00</b>	<b>654.00</b>	<b>-39.00</b>	<b>-6.0%</b>
66080 · Workers Compensation	0.00	638.00	-638.00	-100.0%
66000 · Payroll Expenses - Other	2,450.04	3,253.26	-803.22	-24.7%
<b>Total 66000 · Payroll Expenses</b>	<b>72,650.87</b>	<b>81,611.69</b>	<b>-8,960.82</b>	<b>-11.0%</b>
66100 · Employee Goodwill	125.82	489.66	-363.84	-74.3%
66999 · Reconciliation Discrepancies	0.01	0.19	-0.18	-94.7%
<b>Total Expense</b>	<b>122,718.31</b>	<b>125,582.06</b>	<b>-2,863.75</b>	<b>-2.3%</b>
<b>Net Ordinary Income</b>	<b>-44,771.13</b>	<b>-25,821.22</b>	<b>-18,949.91</b>	<b>-73.4%</b>
<b>Net Income</b>	<b>-44,771.13</b>	<b>-25,821.22</b>	<b>-18,949.91</b>	<b>-73.4%</b>