

RULE 15c2-12 FILING COVER SHEET

This cover sheet is sent with all submissions to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") pursuant to Securities and Exchange Commission (SEC) Rule 15c2-12 or any analogous state statutes.

Issuer Name: Brooks Development Authority

Issue(s):

\$ 32,650,000 Special Facilities Hotel Revenue Refunding Bonds, Series 2017

Filing Format electronic paper; If available on the Internet, give URL: _____

CUSIP Numbers to which the information filed relates (optional):

Nine-digit number(s) (see following page(s)):

Six-digit number if information filed relates to all securities of the issuer

Financial & Operating Data Disclosure Information

Annual Financial Report or CAFR

Financial Information & Operating Data

Other (describe) _____

Fiscal Period Covered: QE 12-31-19

Monthly Quarterly Annual Other: _____

I hereby represent that I am authorized by the issuer or its agent to distribute this information publicly:

Signature: /s/ 

Name: Samantha Carneiro Title: Chief Operating Officer

Employer: Brooks Development Authority

Telephone Number: 210-678-3391

Email Address: samantha@livebrooks.com

DESCRIPTION OF ISSUES COVERED BY THIS REPORT

Special Facilities Hotel Revenue Refunding Bonds, Series 2017

Date	Principal	CUSIP
08/15/52	\$ 32,650,000	11440PAA7
	\$ 32,650,000	

CONTINUING DISCLOSURE REPORT
FOR THE
QUARTER ENDED DECEMBER 31, 2019

BROOKS DEVELOPMENT AUTHORITY

HOTEL REVENUE



HTS Continuing Disclosure Services
A Division of Hilltop Securities.

SIGNATURE OF ISSUER

The information set forth herein has been obtained from the Finance Authority and other sources believed to be reliable, but such information is not guaranteed as to accuracy or completeness and is not to be construed as a promise or guarantee. This Quarterly Continuing Disclosure Report may contain, in part, estimates and matters of opinion which are not intended as statements of fact, and no representation is made as to the correctness of such estimates and opinions, or that they will be realized. The information and expressions of opinion contained herein are subject to change without notice, and the delivery of this Quarterly Continuing Disclosure Report will not, under any circumstances, create any implication that there has been no change in the affairs of the Finance Authority or other matters described.

Brooks Development Authority



Samantha Carneiro

Chief Operating Officer

Approved for Submission:

01/08/2020

Date

Embassy Suites San Antonio Brooks Hotel and Spa

Profit and Loss by Month

October - December, 2019

	Oct 2019	Nov 2019	Dec 2019	Total
Income				
4100 Rooms Revenue				0.00
4102 Group Corporation	12,580.00	44,283.00	16,156.00	73,019.00
4103 Group National Association	33,018.00	9,151.00	0.00	42,169.00
4104 Group Smearf	30,023.00	16,108.00	8,711.00	54,842.00
4105 Group Government	0.00	0.00	13,876.00	13,876.00
4106 Group Tour/Travel & Group State Assoc.		1,806.00	0.00	1,806.00
4107 Corporate Special	37,641.00	36,906.00	36,254.00	110,801.00
4108 Corporate Volume/Airline	1,809.00	2,667.00	1,623.00	6,099.00
4109 Transient	150,558.00	139,757.00	135,014.00	425,329.00
4110 Corporate Rack	50,261.00	32,748.00	37,381.00	120,390.00
4111 Package	19,089.00	24,708.00	19,007.00	62,804.00
4112 Discount	104,866.00	123,151.00	147,094.00	375,111.00
4113 Government	48,029.00	39,214.00	33,975.00	121,218.00
Total 4100 Rooms Revenue	\$ 487,874.00	\$ 470,499.00	\$ 449,091.00	\$ 1,407,464.00
4200 Food Revenue				0.00
4201 Starbucks	2,160.02	3,276.30	2,654.56	8,090.88
4202 Restaurant Breakfast	44,831.50	46,545.98	50,524.82	141,902.30
4203 Restaurant Lunch	17,508.44	12,741.38	8,383.32	38,633.14
4204 Restaurant Dinner	16,311.97	13,497.55	13,501.67	43,311.19
4205 Room Service Dinner	4,635.03	4,737.67	3,364.34	12,737.04
4206 Room Service Delivery Charges	505.00	452.50	342.50	1,300.00
4207 Banquet Breaks	12,253.00	12,290.80	6,676.00	31,219.80
4208 Banquet Breakfast	0.00	7,211.00	1,124.00	8,335.00
4209 Banquet Lunch	25,920.55	18,850.00	2,238.00	47,008.55
4210 Banquet Dinner	19,672.92	3,015.40	25,148.13	47,836.45
4211 Banquet Reception	1,393.00	805.00	0.00	2,198.00
4212 Banquet Service Charges	19,173.28	26,093.08	12,788.18	58,054.54
4213 Meeting Room Rental	10,563.43	7,632.73	7,421.90	25,618.06
4214 Audio Visual Income	3,719.90	1,250.00	1,970.00	6,939.90
4215 Banquet Misc	9,319.02	15,650.73	6,772.00	31,741.75
4216 Banquet MR Service Charge	2,429.59	1,755.53	1,707.04	5,892.16
Total 4200 Food Revenue	\$ 190,396.65	\$ 175,805.65	\$ 144,616.46	\$ 510,818.76
4300 Beverage Revenue				0.00
4302 Liquor Sales	18,409.12	13,348.40	15,095.06	46,852.58
4303 Beer Sales	11,100.73	7,618.72	7,866.62	26,586.07
4304 Wine Sales	3,416.59	3,223.14	2,729.63	9,369.36
4305 Banquet Liquor Sales	1,765.24	8,740.80	6,157.44	16,663.48
4306 Banquet Beer Sales	764.76	1,538.62	617.90	2,921.28
4307 Banquet Wine Sales	656.04	457.02	111.77	1,224.83
Total 4300 Beverage Revenue	\$ 36,112.48	\$ 34,926.70	\$ 32,578.42	\$ 103,617.60

4450 Other Revenue					0.00
4451 Internet Connection	69.30	54.45	59.40		183.15
4452 Vending Commissions	533.50	214.50	313.30		1,061.30
4453 Other Income	576.44	812.88	369.61		1,758.93
4454 Long Distance Telephone Sales	12.08	14.76	1.73		28.57
4455 Retail / Sundries	4,203.17	3,932.89	4,747.13		12,883.19
4457 Retail Beverage	308.50	202.00	77.00		587.50
4458 Movie	568.08	886.10	848.30		2,302.48
4459 Discount Retail Beverage	0.00	0.00	0.00		0.00
4605 Rooms Damage	0.00	250.00	250.00		500.00
4606 No Shows	4,043.38	1,545.33	1,490.84		7,079.55
Total 4450 Other Revenue	\$ 10,314.45	\$ 7,912.91	\$ 8,157.31	\$	26,384.67
4500 Spa Revenue					0.00
4501 Spa Facials	3,178.60	9,123.57	6,423.40		18,725.57
4502 Spa Massage	6,892.93	5,694.75	5,809.59		18,397.27
4503 Spa Retail	552.70	198.64	138.00		889.34
4504 Spa Salt Cave	2,777.98	3,648.66	4,477.67		10,904.31
4505 Spa Misc	4,189.34	232.40	0.00		4,421.74
Total 4500 Spa Revenue	\$ 17,591.55	\$ 18,898.02	\$ 16,848.66	\$	53,338.23
Total Income	\$ 742,289.13	\$ 708,042.28	\$ 651,291.85	\$	2,101,623.26
Cost of Goods Sold					
5202 Food Cost Food Cost	44,036.34	40,592.13	44,588.45		129,216.92
5205 Starbucks Food Cost		2,487.91	944.08		3,431.99
Total 5202 Food Cost Food Cost	\$ 44,036.34	\$ 43,080.04	\$ 45,532.53	\$	132,648.91
5302 Beverage Cost	8,096.41	5,781.93	7,360.64		21,238.98
5303 Beverage Transfer			10.80		10.80
5400 Other Costs					0.00
5401 Sweet Shop	2,013.14	1,671.66	2,026.55		5,711.35
5403 Retail Beverages	147.31	0.00	0.00		147.31
5404 Movies Cost	667.81	966.75	833.79		2,468.35
Total 5400 Other Costs	\$ 2,828.26	\$ 2,638.41	\$ 2,860.34	\$	8,327.01
5405 Spa Cost					0.00
5406 SPA Service Product Cost	-89.02	137.00	1,095.88		1,143.86
5407 SPA Retail Product Cost	211.75	-28.50	-613.04		-429.79
Total 5405 Spa Cost	\$ 122.73	\$ 108.50	\$ 482.84	\$	714.07
Total Cost of Goods Sold	\$ 55,083.74	\$ 51,608.88	\$ 56,247.15	\$	162,939.77
Gross Profit	\$ 687,205.39	\$ 656,433.40	\$ 595,044.70	\$	1,938,683.49
Expenses					
6101 Rooms Payroll					0.00
6102 Management	6,925.49	9,307.32	7,083.34		23,316.15
6103 Housekeeping	37,225.13	38,602.42	41,399.18		117,226.73
6104 Front Office	11,543.20	11,024.01	11,293.17		33,860.38
6105 Employee Meals		76.04			76.04
6106 Payroll Tax & Benefits	8,549.87	7,218.36	9,554.04		25,322.27
Total 6101 Rooms Payroll	\$ 64,243.69	\$ 66,228.15	\$ 69,329.73	\$	199,801.57

6110 Rooms Expense					0.00
6111 Cablevision	2,491.99	2,491.99	2,414.58		7,398.56
6112 Cleaning Supplies	1,971.88	844.23	1,389.05		4,205.16
6113 Travel Agent Commission	16,362.83	9,973.82	21,388.21		47,724.86
6114 Decorations		55.21			55.21
6115 Guest Supplies	3,616.66	2,991.52	4,146.08		10,754.26
6116 Walked Guest Expense	136.60	626.77			763.37
6118 Vallet Laundry	7.44	24.11	9.90		41.45
6119 Linen	3,257.04		3,139.22		6,396.26
6120 Small Equipment	362.35	235.04	265.67		863.06
6121 Guest Satisfaction	4,392.93	1,951.22	1,714.24		8,058.39
6122 Other Operating Expense	927.19	289.32	433.47		1,649.98
6124 Printing, Stationery & Supplies	477.11	288.99	256.44		1,022.54
6125 Uniforms	306.06	230.08	228.63		764.77
6126 Complementary Newspapers		814.00	175.75		989.75
6128 Guest Key Card/Cover	604.80	634.84			1,239.64
6129 Hilton Amenities	771.43	111.30	327.59		1,210.32
6130 Laundry Cleaning Supply	1,178.08		1,267.30		2,445.38
6131 Premium Floor Snacks	4,193.66	3,065.43	6,982.74		14,241.83
6132 Rooms Promo			419.00		419.00
Total 6110 Rooms Expense	\$ 41,058.05	\$ 24,627.87	\$ 44,557.87	\$	110,243.79
6210 Food Payroll					0.00
6211 Management	13,678.09	12,083.79	5,873.61		31,635.49
6212 Kitchen	14,951.87	19,557.16	18,393.76		52,902.79
6213 Restaurant	16,946.07	18,206.13	18,364.54		53,516.74
6214 Banquet	11,435.42	10,238.83	7,274.30		28,948.55
6216 Payroll Tax & Benefits	9,009.57	9,360.01	10,447.05		28,816.63
Total 6210 Food Payroll	\$ 66,021.02	\$ 69,445.92	\$ 60,353.26	\$	195,820.20
6220 Food Expense					0.00
6221 China, Glass & Silver	823.55				823.55
6222 Cleaning Supplies	1,326.82	741.10	519.55		2,587.47
6224 Equipment Maintenance	155.44	120.27	120.27		395.98
6225 Equipment Rental	563.08	2,784.52	313.68		3,661.28
6227 Kitchen Fuels	131.99	69.60	74.69		276.28
6228 Licenses	305.14				305.14
6229 Linen	1,035.75	4,126.30	2,198.43		7,360.48
6230 Small Equipment	752.73	1,140.28	638.78		2,531.79
6231 Other Operating Expenses	1,157.12	1,033.69	2,081.52		4,272.33
6232 Paper Supplies	2,905.65	2,903.54	2,560.63		8,369.82
6233 Printing, Stationery & Supplies	109.05	34.77			143.82
6235 Uniforms	119.87	149.45	138.24		407.56
6236 F & B Catering Update			140.40		140.40
6237 Entertainment	1,500.00	1,200.00	1,200.00		3,900.00
6238 Guest Satisfaction	1,172.42	918.31	1,018.02		3,108.75
6239 Starbucks Paper Supplies		285.62			285.62
Total 6220 Food Expense	\$ 12,058.61	\$ 15,507.45	\$ 11,004.21	\$	38,570.27
6310 Beverage Payroll					0.00
6311 Beverage Payroll.	3,541.21	3,578.18	3,604.10		10,723.49
6313 Payroll Tax & Benefits	878.16	770.61	1,023.95		2,672.72
Total 6310 Beverage Payroll	\$ 4,419.37	\$ 4,348.79	\$ 4,628.05	\$	13,396.21

6320 Beverage Expense					0.00
6321 Beverage Licenses				200.00	200.00
6322 Beverage Cleaning Supplies				53.50	53.50
6323 Beverage Supplies				312.86	312.86
Total 6320 Beverage Expense	\$	0.00	\$	0.00	\$
6400 Spa Payroll					566.36
6401 Spa Receptionist		2,769.58		2,134.32	1,818.27
6402 Spa Payroll Taxes & Benefits		2,078.19		1,794.70	1,973.43
6403 Spa Therapist		6,796.87		5,974.24	6,780.17
6404 Spa Manager Payroll		4,740.56		4,709.60	4,519.57
Total 6400 Spa Payroll	\$	16,385.20	\$	14,612.86	\$
6410 Spa Expense					46,089.50
6412 Spa Retail Products		471.35			179.00
6414 Spa Office Supplies				25.00	25.00
6415 Spa Other Operating Expense		346.75		501.66	777.83
6416 SPA - Sales & Mktg Promos				31.60	31.60
6417 Spa Operating Expenses		342.45		501.77	155.78
6418 Spa Dues & Subscriptions				163.16	163.16
Total 6410 Spa Expense	\$	1,160.55	\$	1,003.43	\$
6450 Franchise Fees					3,496.35
6451 Honors Redemption		17,983.19		15,444.10	14,281.90
6452 Hilton Franchise Fees		19,516.88		18,827.39	17,965.60
6454 Hilton Marketing Fee		26,835.77		25,887.64	24,702.74
Total 6450 Franchise Fees	\$	64,335.84	\$	60,159.13	\$
6500 Admin & General					181,445.21
6502 Management		19,158.32		17,391.20	17,644.14
6504 Payroll Tax & Benefits		925.63		853.62	895.06
6505 Other Miscellaneous		282.26		638.95	638.95
6506 External Billing		0.00		0.00	0.00
6511 Accounting / HR Fees		25.00		25.00	25.00
6512 Expenses Bank Charges		132.62		126.40	120.40
6513 Bad Debt Provision					984.98
6514 Charge-backs		-535.11		1,825.79	771.53
6515 Credit Card Commissions		18,056.10		17,789.43	16,212.88
6516 Payroll Processing		2,704.26		1,440.53	1,279.18
6518 Employee Advertising		10.95		137.39	
6519 Equipment Maintenance		8,335.34		4,720.06	3,766.06
6521 Internet / Telephone		3,412.01		2,770.03	2,847.44
6522 Licenses		229.69			1,491.74
6523 Other Operating Expenses		2,347.21		5,238.01	-1,226.16
6524 Postage/Overnight Delivery				55.00	
6526 Employee Relations		192.05		15.98	3,530.03
6527 Education & Training					1,750.00
6528 Office/General Administrative Expenses		233.81		164.81	169.81
6529 Travel & Entertainment					766.02
6530 Wired Music Expense		89.85			
Total 6500 Admin & General	\$	55,599.99	\$	53,192.20	\$
					51,667.06
					160,459.25

6600 Sales & Marketing					0.00
6602 Payroll Management	21,491.52	22,321.40	20,339.93		64,152.85
6603 Payroll Tax & Benefits	1,764.19	1,367.01	2,292.14		5,423.34
6604 Other Miscellaneous	282.25				282.25
6610 Sales & Marketing					0.00
6611 Manager Reception	16,420.00	14,091.00	12,982.00		43,493.00
6612 Fees - Advertising	142.50				142.50
6613 Embassy Breakfast	56,637.30	50,997.06	53,112.27		160,746.63
6614 Internet Marketing	51.16	124.79			175.95
6615 In-House Entertainment			8.66		8.66
6616 Other Operating Expenses	475.20	684.55	-1,391.19		-231.44
6617 Printing, Stationery & Supply	280.60	470.08	77.15		827.83
6618 Group Commissions		329.05	317.83		646.88
6619 Reservation Expenses	4,371.89	3,976.95	3,807.74		12,156.58
6620 Dues & Subscriptions			22.00		22.00
6621 Travel & Entertainment		364.49	1,185.85		1,550.34
6623 Education & Training	200.00	1,750.00			1,950.00
6624 Trade-shows		462.50			462.50
6626 S/P - Promo	1,631.19	831.74	1,304.11		3,767.04
Total 6610 Sales & Marketing	\$ 80,209.84	\$ 74,082.21	\$ 71,426.42	\$	225,718.47
Total 6600 Sales & Marketing	\$ 103,747.80	\$ 97,770.62	\$ 94,058.49	\$	295,576.91
6700 Engineering					0.00
6702 Engineering	14,180.33	14,367.64	13,380.27		41,928.24
6704 Payroll Tax & Benefits	2,038.15	1,786.81	2,362.33		6,187.29
6710 Engineering Expense					0.00
6711 Air Conditioning	1,363.00		1,282.76		2,645.76
6712 Cleaning Supplies			158.73		158.73
6714 Supplies	20.55	398.10			418.65
6715 Pest Control	1,302.83	1,698.23	886.23		3,887.29
6716 Equipment Maintenance	460.68		1,288.08		1,748.76
6717 Fire Protection	1,805.00	250.00	1,125.00		3,180.00
6718 Landscaping Services	1,313.53	1,313.53	1,313.53		3,940.59
6719 Light Bulb	749.92		1,233.81		1,983.73
6720 Locks & Keys		11.37			11.37
6721 Small Equipment			399.58		399.58
6722 Other Operating Expenses	1,014.79	889.68	1,884.06		3,788.53
6723 Painting & Decorating	131.87	783.55	199.15		1,114.57
6724 Plant Maintenance Contracts	1,505.19	1,505.19	1,505.19		4,515.57
6725 Plumbing & Heating	270.32	61.14	19.91		351.37
6726 Tools	127.61	29.65	29.74		187.00
6727 Swimming Pool	40.99	951.16	482.92		1,475.07
6728 Uniforms	216.18	169.31	150.19		535.68
6729 Water Softener	290.85	407.19	407.19		1,105.23
6730 Waste Removal	1,710.23	1,719.26	1,718.22		5,147.71
6731 Elevator	1,872.65	1,872.65	1,872.65		5,617.95
6732 Building	2,991.49	1,091.22	3,279.38		7,362.09
6733 Kitchen Equipment		4.01			4.01
6744 Hangar 9		100.00			100.00
Total 6710 Engineering Expense	\$ 17,187.68	\$ 13,255.24	\$ 19,236.32	\$	49,679.24
Total 6700 Engineering	\$ 33,406.16	\$ 29,409.69	\$ 34,978.92	\$	97,794.77

6750 Utilities Expense					0.00
6751 Electricity	26,386.20	20,865.88	19,854.69		67,106.77
6752 Fuel	1,464.25	1,601.77	2,379.48		5,445.50
6753 Water & Sewer	6,920.85	4,993.85	5,871.79		17,786.49
Total 6750 Utilities Expense	\$ 34,771.30	\$ 27,461.50	\$ 28,105.96	\$	90,338.76
6801 Management Fee	19,959.69	19,268.55	17,612.39		56,840.63
6804 Insurance Building	8,600.58	8,600.54	9,266.41		26,467.53
Total Expenses	\$ 525,767.85	\$ 491,636.70	\$ 499,502.76	\$	1,516,907.31
Net Operating Income	\$ 161,437.54	\$ 164,796.70	\$ 95,541.94	\$	421,776.18
Other Expenses					
9991000 Room Stats					0.00
9991010 Available Room Nights	4,836.00	4,680.00	4,836.00		14,352.00
9991035 Total Occupied Rooms	3,950.00	3,852.00	3,738.00		11,540.00
9991195 Room Stats Offset	-8,786.00	-8,532.00	-8,574.00		-25,892.00
Total 9991000 Room Stats	\$ 0.00	\$ 0.00	\$ 0.00	\$	0.00
9991310 Aloha - Spa Gift Card Sold/Redemption	-700.64	-900.31	-6,368.83		-7,969.78
Total Other Expenses	-\$ 700.64	-\$ 900.31	-\$ 6,368.83	-\$	7,969.78
Net Other Income	\$ 700.64	\$ 900.31	\$ 6,368.83	\$	7,969.78
Net Income	\$ 162,138.18	\$ 165,697.01	\$ 101,910.77	\$	429,745.96

Embassy Suites San Antonio Brooks Hotel and Spa
Balance Sheet
As of December 31, 2019

	Oct 2019	Nov 2019	Dec 2019
ASSETS			
Current Assets			
Bank Accounts			
1000 IBC Bank OPS #5975	0.00	0.00	0.00
1001 Sonora - Credit Card -3386	0.00	0.00	0.00
1003 Sonora Bank-Operating account	0.00	0.00	0.00
1004 Sonora- Brooks Beverage Co #1539	0.00	0.00	0.00
1005 Sonora Bank - SATBB Payroll	0.00	0.00	0.00
1007 IBC OPS - NEW -#9266	496,357.80	437,543.66	314,984.66
1008 IBC- Credit Card Account #4400	38,127.47	60,407.44	37,839.74
1009 Beverage Account IBC # 9770	12,205.62	11,090.02	4,141.36
1011 Cash Banks at Hotel	3,700.00	3,700.00	3,700.00
1101 Sonora #2735	0.00	0.00	0.00
1102 PEX Card	5,397.75	6,003.59	5,095.31
Total Bank Accounts	\$ 555,788.64	\$ 518,744.71	\$ 365,741.07
Accounts Receivable			
1100 Accounts Receivable (A/R)	204,654.29	218,274.70	157,219.15
Total Accounts Receivable	\$ 204,654.29	\$ 218,274.70	\$ 157,219.15
Other Current Assets			
Beverage Deposits	0.00	0.00	0.00
Beverage Inventory	16,008.15	17,163.27	18,781.59
Food Inventory	18,176.84	19,183.51	21,030.63
Hilton HHonors Reimbursement	-321.24	-1,183.34	-689.49
Pantry Inventory	1,888.13	1,877.37	1,594.71
Pre Opening & Inventories	192,504.91	192,504.91	192,504.91
Prepaid Expenses	10,560.15	8,578.69	7,636.63
Prepaid Insurance Acct	13,866.23	5,265.69	6,065.83
Retail Beverage Inventory	37.50	37.50	37.50
Spa Inventory	6,030.61	5,922.11	5,439.27
SPA Prepaid Expenses	0.00	0.00	0.00
Uncategorized Asset	0.00	0.00	0.00
Total Other Current Assets	\$ 258,751.28	\$ 249,349.71	\$ 252,401.58
Total Current Assets	\$ 1,019,194.21	\$ 986,369.12	\$ 775,361.80
Fixed Assets			
7000 CAPEX		0.00	0.00
7001 Housekeeping	6,330.38	6,330.38	6,330.38
7002 Buildings	50,269.38	53,905.49	53,905.49
7003 Engineering Equipment	8,013.71	8,013.71	8,013.71
7004 Kitchen Equipment	1,280.00	1,280.00	1,280.00
7005 Plumbing & Heating	3,930.30	3,930.30	3,930.30
7006 TV, Computers & Electronics	3,297.16	3,297.16	3,297.16
Total 7000 CAPEX	\$ 73,120.93	\$ 76,757.04	\$ 76,757.04
Brooks Project Fund - SALON		0.00	0.00
SALON	29,124.40	29,307.55	35,893.69
Total Brooks Project Fund - SALON	\$ 29,124.40	\$ 29,307.55	\$ 35,893.69
Brooks Project Fund 24 - Pre Opening & Inventories Office Supplies / Shipping / Postage	7,674.74	7,674.74	7,674.74
Brooks Project Fund 59-Spa Expense	-36,000.00	-36,000.00	-36,000.00
01 Contingency/Shipping	1,416.23	1,416.23	1,416.23
02 Eforea Building Sign	4,478.48	4,478.48	4,478.48
03 Equipment	4,280.30	4,339.82	4,339.82
04 FFE & Decor	5,874.89	5,874.89	5,874.89
05 Printing & Promotions	939.80	1,460.03	1,460.03
06 Shower	4,017.24	4,017.24	4,017.24
07 Software/Booking System	195.21	195.21	195.21
08 Textiles	3,084.15	3,084.15	3,267.03
09 Products & Retail Inventory	7,053.25	7,053.25	7,600.25
10 Opening Event	0.00	0.00	0.00
Total Brooks Project Fund 59-Spa Expense	-\$ 4,660.45	-\$ 4,080.70	-\$ 3,350.82
Total Fixed Assets	\$ 105,259.62	\$ 109,658.63	\$ 116,974.65
TOTAL ASSETS	\$ 1,124,453.83	\$ 1,096,027.75	\$ 892,336.45

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable (AP)

382,073.25 388,204.92 386,666.07

Total Accounts Payable

\$ 382,073.25 \$ 388,204.92 \$ 386,666.07

Other Current Liabilities

9000 County Occupancy Tax

0.00 0.00 0.00

9001 Sales Tax 8.25%

0.00 0.00 0.00

9002 State Occupancy Tax

0.00 0.00 0.00

9003 City Occupancy Tax

0.00 0.00 0.00

9004 State Beverage Tax

0.00 0.00 0.00

9005 Accrued Salaries & Wages

0.00 0.00 0.00

9006 Advanced Deposits OnQ

22,206.87 19,025.57 13,659.52

9007 Retail Beverage Sales Tax

0.00 0.00 0.00

9013 Misc Accruals

0.00 674.01 5,634.96

9015 San Antonio Tourism PID Fee

0.00 0.00 0.00

9800 Misc Accounting Accruals

0.00 0.00 0.00

9008 Manager's Advance

0.00 0.00 0.00

9009 Manual Check

-1,638.25 -1,290.27 -1,450.02

9010 Guest refund Checks

0.00 500.00 500.00

9011 Void Checks

428.83 -203.44 -923.58

9012 Credit Card Reconciliation account

111.37 370.85 0.00

9014 Internal - External Billing

0.00 0.00 0.00

9016 Vendor Void Check

0.00 0.00 0.00

PTO Accrual

1,825.67 2,565.70 1,103.00

Tax Reconciliation Account

1,010.87 2,048.18 1,101.50

Via Annual Bus Passes

-2.00 -2.00 0.00

Total 9800 Misc Accounting Accruals

\$ 1,736.49 \$ 3,989.02 \$ 330.90

Advance Deposit Pre Opening

0.00 0.00 0.00

Total Other Current Liabilities

\$ 23,943.36 \$ 23,688.60 \$ 19,625.38

Total Current Liabilities

\$ 406,016.61 \$ 411,893.52 \$ 406,291.45

Total Liabilities

\$ 406,016.61 \$ 411,893.52 \$ 406,291.45

Equity

1002 UMB - Lockbox Fund

-3,514,386.53 -3,714,386.53 -4,014,386.53

BDA Capital

250,000.00 250,000.00 250,000.00

Opening Balance Equity

0.00 0.00 0.00

Retained Earnings

3,820,685.57 3,820,685.57 3,820,685.57

Net Income

162,138.18 327,835.19 429,745.96

Total Equity

\$ 718,437.22 \$ 684,134.23 \$ 486,045.00

TOTAL LIABILITIES AND EQUITY

\$ 1,124,453.83 \$ 1,096,027.75 \$ 892,336.45

Embassy Suites San Antonio Brooks Hotel and Spa
Statement of Cash Flows
 October - December, 2019

	Oct 2019	Nov 2019	Dec 2019	Total
OPERATING ACTIVITIES				
Net Income	162,138.18	165,697.01	102,910.77	430,745.96
Adjustments to reconcile Net Income to Net Cash provided by operations:				0.00
1100 Accounts Receivable (A/R)	-32,982.79	-13,620.41	61,055.55	14,452.35
Beverage Inventory	1,737.92	-1,155.12	-1,618.32	-1,035.52
Food Inventory	-3,651.38	-1,006.67	-1,847.12	-6,505.17
Hilton HHonors Reimbursement	321.24	862.10	-493.85	689.49
Pantry Inventory	-341.57	10.76	282.66	-48.15
Prepaid Expenses	-3,567.99	1,981.46	942.06	-644.47
Prepaid Insurance Acct	8,600.58	8,600.54	-800.14	16,400.98
Retail Beverage Inventory	147.31	0.00	0.00	147.31
Spa Inventory	122.73	108.50	482.84	714.07
Accounts Payable (A/P)	-67,218.17	6,131.67	-1,538.85	-62,625.35
9001 Sales Tax 8.25%	0.00	0.00	0.00	0.00
9002 State Occupancy Tax	0.00	0.00	0.00	0.00
9003 City Occupancy Tax	0.00	0.00	0.00	0.00
9004 State Beverage Tax	0.00	0.00	0.00	0.00
9005 Accrued Salaries & Wages	0.00	0.00	0.00	0.00
9006 Advanced Deposits OnQ	7,553.62	-3,181.30	-5,366.05	-993.73
9007 Retail Beverage Sales Tax	0.00	0.00	0.00	0.00
9008 Misc Accounting Accruals:Manager's Advance		0.00		0.00
9009 Misc Accounting Accruals:Manual Check	-1,638.25	347.98	-159.75	-1,450.02
9010 Misc Accounting Accruals:Guest refund Checks	0.00	500.00		500.00
9011 Misc Accounting Accruals:Void Checks	230.83	-632.27	-720.14	-1,121.58
9012 Misc Accounting Accruals:Credit Card Reconciliation account	111.37	259.48	-370.85	0.00
9013 Misc Accruals	0.00	674.01	4,960.95	5,634.96
9014 Misc Accounting Accruals:Internal - External Billing	0.00	0.00	0.00	0.00
Misc Accounting Accruals:PTO Accrual	1,825.67	740.03	-1,462.70	1,103.00
Misc Accounting Accruals:Tax Reconciliation Account	1,010.87	1,037.31	-946.68	1,101.50
Misc Accounting Accruals:Via Annual Bus Passes	-2.00		2.00	0.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$ 87,740.01	\$ 1,658.07	\$ 52,401.61	-\$ 33,680.33
Net cash provided by operating activities	\$ 74,398.17	\$ 167,355.08	\$ 155,312.38	\$ 397,065.63
INVESTING ACTIVITIES				
03 Brooks Project Fund 59-Spa Expense:Equipment	-135.10	-59.52		-194.62
05 Brooks Project Fund 59-Spa Expense:Printing & Promotions		-520.23		-520.23
08 Brooks Project Fund 59-Spa Expense:Textiles			-182.88	-182.88
09 Brooks Project Fund 59-Spa Expense:Products & Retail Inventory			-547.00	-547.00
10 Brooks Project Fund 59-Spa Expense:Opening Event	5,090.91			5,090.91
7002 CAPEX:Buildings	-2,157.71	-3,636.11	-1,000.00	-6,793.82
7006 CAPEX:TV, Computers & Electronics	-2,067.16			-2,067.16
Brooks Project Fund - SALON:SALON	-3,606.30	-183.15	-6,586.14	-10,375.59
Net cash provided by investing activities	-\$ 2,875.36	-\$ 4,399.01	-\$ 8,316.02	-\$ 15,590.39
FINANCING ACTIVITIES				
1002 UMB - Lockbox Fund		-200,000.00	-300,000.00	-500,000.00
Net cash provided by financing activities	\$ 0.00	-\$ 200,000.00	-\$ 300,000.00	-\$ 500,000.00
Net cash increase for period	\$ 71,522.81	-\$ 37,043.93	-\$ 153,003.64	-\$ 118,524.76