

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
December 17, 2018**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, December 17, 2018 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Joe Morin and EDA members Lisa Iverson, Marlys Palmer, Jim Godfrey, Jay Squires and Kersten Conley. All present, no absences.

Staff present: Economic Development Director Gustafson, Executive Director Moe, Housing Supervisor Barrett, and Administrator Woulfe.

Call to Order

Morin called the meeting to order at 5:30 pm.

Approval of Agenda

Iverson moved, seconded by Conley, to approve the agenda. Motion carried unanimously.

Consent Agenda

Conley moved, seconded by Godfrey, to approve consent agenda items A – H:

- A. Approve November 19, 2018 EDA Meeting Minutes
- B. Approve EDA Draft October 2018 Financial Statements
- C. November 2018 Housing Div Bills ACH only, Totaling \$61,699.52
- D. Approve EDA Admin Division Bills Checks #111975- #112235 Totaling \$15,020.53
- E. Resolution R18-006 Adoption of Housing Division 2019 Budget
- F. Resolution R18-007 Adoption of EDA Admin 2019 Budget
- G. Implementation of Pay Study for Housing Staff
- H. Resolution R18-008 Adoption of 2019 Payment Standards

Upon call of the roll, all ayes, no nays. Motion carried unanimously.

Work Session

Economic Development Updates

Gustafson discussed the Economic Development Authority in conjunction with City Council assisting a variety of development and re-development projects over the years.

Gustafson highlighted the current tenants of the City Center Mall, stating the Mall suites are fully leased:

- The EDA portion of the Mall has been maintained well and continues to operate very smooth.
- Workforce Center
- Rum River Special Education (recently renewed their lease and the EDA paid the buildout cost and added it to the lease payments over time)
- Department of Human Services (DHS) most recent tenant and the EDA paid the buildout cost and added it to the lease payments over time)
- SAC's/Friendship Café- The EDA/City has a good working relationship with SAC'S and can utilize the kitchen space for special events or if needed for and emergency management
- MN Department of Public Safety-Driver and Vehicle Safety Services
- Pregnancy Resource Center of Cambridge

- Just for Paws
- Gamers Den- recently renewed their lease and leased up one more additional suite

Gustafson stated the Woodcrest Park Church will be vacated at the end of 2018. The long- term goal for this area is redevelopment, cost will be obtained to have this building removed.

Gustafson provided an update on developments:

- Main Street Flats EDA/City Council assisted on this redevelopment site for a 28-unit apartment complex. 5 tenants approved, 6 in the process of final approval and many in the early preapp stage. Currently under Construction will be finished by the end of the year
- Walker Methodist EDA/City Council assisted with a 68-unit Senior Housing Development project is completed and 58 of the 68 units are leased
- Roosevelt Garden Estates EDA/City Council assisted with a 50-unit 55 plus and 36-unit apartment complex. 50-unit is under construction. It is too early for any lease up information and the 36-unit is planned to begin construction fall of 2020

Gustafson explained development studies stating the EDA has been instrumental in allowing funding for studies that provide needed information for staff and developers seeking to develop in our community, these studies include:

- Housing
- Retail
- Restaurant
- Hotel

Gustafson gave an update on Industrial Development

- Ritz Machine Works EDA/City Council assistance for an equipment loan, they started their first US operations in the first quarter 2018, adding 10 new jobs
- Stars Hollow, they continue to meet weekly on this project but Haider is still working on the final lending components

New Business

Supervisor's Report (6A)

Barrett gave a report on Bridge Park Apartments Housing Operations:

- Will be handing out certificate of rent paid forms to residents after all of December rent is paid.
- Held a resident Holiday get together on December 12th. Resident enjoyed sloppy joes & chips, sang Christmas carols.
- James Todd from BJ Bass was out and did a walk-through of all the apartments and building. Proposed schedule for asbestos abatement project is as follows:
 - Walkthroughs – 11.27-11.30 (Completed)
 - Develop Bid specs/Bid forms – 12.3-1.4.19 (In progress)
 - Advertise for bid – 1.7.19-2.8.19
 - Bid opening – 2.12.19
 - EDA Contract approvals – 2.19.19-2.20.19
 - Issue contracts – 2.21.19-3.13.19
 - Construction start 4.8.19

Approve proposal for door replacements for the mall riser room

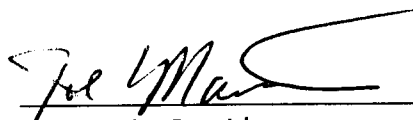
Gustafson stated there is one door that needs to be replaced, the west side riser room door for the City Center Mall. The door is rusting out at the bottom and starting to affect the operation. There is no way to repair, only replace. The lockset and closures are part of this price and the project will be completed in the Spring of 2019. The door will be painted in the Spring of 2019.

Gustafson explained the funds will come from the 2019 budget and Fund 205-47000-401 City Center Mall. Gustafson stated the cost for the new door is \$1,837.00 through the same company who replaced the doors previously, Commercial Door System Workforce Center.

Iverson moved, seconded by Godfrey, to authorize the EDA President to sign the proposal with Commercial Door Systems, Inc. in the amount of \$1,837 to replace the mall riser room door at City Center Mall. Motion carried unanimously.

Adjournment

Godfrey moved, seconded by Palmer, to adjourn the meeting at 5:51 p.m. Motion carried unanimously.



Joe Morin, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2018

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	323,416.05	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	451,456.91	
901-15500	PREPAID EXPENSES	1,930.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,243,440.52	
901-16300	SITE IMPROVEMENTS	103,618.10	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	34,782.90	
901-16450	FURN, EQUIP, MACH-ADMIN	56,192.12	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,691,997.69)	
	TOTAL ASSETS		<u>1,207,768.26</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,441.56	
901-20200	ACCOUNTS PAYABLE	539.66	
901-22600	TENANT SECURITY DEPOSITS	26,845.99	
	TOTAL LIABILITIES		28,827.21

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	817,760.01	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA	(227,249.46)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>59,625.27</u>	
	BALANCE - CURRENT DATE		<u>59,625.27</u>
	TOTAL FUND EQUITY		<u>1,178,941.05</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,207,768.26</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	80,000.00	80,000.00	64,943.00	15,057.00	81.18	75,931.00
TOTAL INTERGOVERNMENTAL REVE	80,000.00	80,000.00	64,943.00	15,057.00	81.18	75,931.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	45.00	55.00	45.00	50.18
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	2,021.36	(521.36)	134.76	2,384.65
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	2,066.36	(466.36)	129.15	2,434.83
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	144,000.00	144,000.00	142,669.27	1,330.73	99.08	167,690.62
901-37221 LAUNDRY INCOME BRIDGE PARK	2,000.00	2,000.00	3,394.50	(1,394.50)	169.73	5,991.26
TOTAL RENTAL INCOME	146,000.00	146,000.00	146,063.77	(63.77)	100.04	173,681.88
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	48,400.00	48,400.00	.00	48,400.00	.00	21,654.69
TOTAL OTHER FINANCING SOURCES	48,400.00	48,400.00	.00	48,400.00	.00	21,654.69
TOTAL FUND REVENUE	276,000.00	276,000.00	213,073.13			273,702.40

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
901-49500-103 ADMIN PART-TIME - REGULAR	31,478.00	31,478.00	33,268.27	1,790.27	105.69	27,697.84
901-49500-121 PERA (EMPLOYER)	2,360.00	2,360.00	2,495.13	135.13	105.73	2,077.34
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,408.00	2,408.00	2,545.04	137.04	105.69	2,118.89
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	124.99	(375.01)	25.00	197.65
TOTAL PERSONAL SERVICES	36,746.00	36,746.00	38,433.43	1,687.43	104.59	32,091.72
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	154.50	(1,345.50)	10.30	1,346.80
TOTAL SUPPLIES	1,500.00	1,500.00	154.50	(1,345.50)	10.30	1,346.80
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	1,000.00	1,000.00	.00	(1,000.00)	.00	1,418.80
901-49500-306 AUDITING	3,000.00	3,000.00	1,100.00	(1,900.00)	36.67	3,600.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	2,258.10	(741.90)	75.27	2,483.91
901-49500-321 TELEPHONE EXPENSE	6,600.00	6,600.00	5,679.66	(920.34)	86.06	7,486.97
901-49500-322 POSTAGE	250.00	250.00	9.70	(240.30)	3.88	.00
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	281.13
901-49500-340 ADVERTISING	100.00	100.00	274.15	174.15	274.15	3.92
TOTAL OTHER SERVICES AND CHA	14,050.00	14,050.00	9,321.61	(4,728.39)	66.35	15,274.53
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	2,000.00	2,000.00	.00	(2,000.00)	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	400.00	400.00	125.80	(274.20)	31.45	165.44
901-49500-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	5,360.22	4,360.22	536.02	580.00
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	499.00	(501.00)	49.90	455.00
TOTAL MISCELLANEOUS	4,400.00	4,400.00	5,985.02	1,585.02	136.02	1,200.44
TOTAL LOW RENT ADMINISTRATION	56,696.00	56,696.00	53,894.56	(2,801.44)	95.06	49,913.49

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT TENANT SERVICES</u>							
<i>SUPPLIES</i>							
901-49600-210	REC, PUB & OTHER SERVICES	200.00	200.00	2,501.90	2,301.90	1,250.95	1,511.08
	<i>TOTAL SUPPLIES</i>	200.00	200.00	2,501.90	2,301.90	1,250.95	1,511.08
	TOTAL LOW RENT TENANT SERVICE	200.00	200.00	2,501.90	2,301.90	1,250.95	1,511.08

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT MAINTENANCE						
<i>PERSONAL SERVICES</i>						
901-49700-103 MAINT PT EMPLOYEES - REGULAR	24,165.00	24,165.00	3,610.20	(20,554.80)	14.94	20,925.52
901-49700-121 PERA (EMPLOYER)	1,849.00	1,849.00	261.56	(1,587.44)	14.15	1,569.43
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,812.00	1,812.00	276.18	(1,535.82)	15.24	1,600.76
901-49700-151 WORKERS' COMPENSATION PREMIU	1,595.00	1,595.00	709.23	(885.77)	44.47	1,077.80
901-49700-153 UNEMPLOYMENT	.00	.00	5,954.00	5,954.00	.00	.00
TOTAL PERSONAL SERVICES	29,421.00	29,421.00	10,811.17	(18,609.83)	36.75	25,173.51
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	5,899.24	(983.76)	85.71	10,140.30
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	61.88
TOTAL SUPPLIES	7,083.00	7,083.00	5,899.24	(1,183.76)	83.29	10,202.18
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	25,000.00	25,000.00	25,879.97	879.97	103.52	22,251.11
901-49700-360 INSURANCE AND BONDS	12,500.00	12,500.00	9,551.00	(2,949.00)	76.41	9,555.00
901-49700-370 PAYMENT IN LIEU OF TAXES	13,000.00	13,000.00	.00	(13,000.00)	.00	13,776.00
901-49700-381 ELECTRIC UTILITIES	36,000.00	36,000.00	27,889.32	(8,110.68)	77.47	27,420.98
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	7,253.22	(3,246.78)	69.08	8,025.79
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	3,145.73	(3,354.27)	48.40	4,135.88
901-49700-384 REFUSE HAULING	2,500.00	2,500.00	2,636.75	136.75	105.47	2,867.19
TOTAL OTHER SERVICES AND CHA	106,000.00	106,000.00	76,355.99	(29,644.01)	72.03	88,031.95
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	65,000.00	65,000.00	.00	(65,000.00)	.00	45,487.02
901-49700-489 OTHER CONTRACTED SERVICES	9,600.00	9,600.00	.00	(9,600.00)	.00	.00
TOTAL MISCELLANEOUS	74,600.00	74,600.00	.00	(74,600.00)	.00	45,487.02
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	3,985.00	3,985.00	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	2,000.00	2,000.00	.00	(2,000.00)	.00	7,919.96
TOTAL IMPROVEMENTS/BETTERM	2,000.00	2,000.00	3,985.00	1,985.00	199.25	7,919.96
TOTAL LOW RENT MAINTENANCE	219,104.00	219,104.00	97,051.40	(122,052.60)	44.29	176,814.62

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	276,000.00	276,000.00	153,447.86			228,239.19
NET REVENUES OVER EXPENDITURE	.00	.00	59,625.27			45,463.21

CITY OF CAMBRIDGE
 BALANCE SHEET
 OCTOBER 31, 2018

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	119,729.84
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)
	TOTAL ASSETS	<u>119,729.84</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	<u>2,789.01</u>
	TOTAL LIABILITIES	2,789.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	95,259.73
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>21,681.10</u>
	BALANCE - CURRENT DATE	<u>21,681.10</u>
	TOTAL FUND EQUITY	<u>116,940.83</u>
	TOTAL LIABILITIES AND EQUITY	<u>119,729.84</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
902-33160 A.C. EARNED SECTION 8	50,000.00	50,000.00	54,796.00	(4,796.00)	109.59	61,158.00
TOTAL INTERGOVERNMENTAL REVE	50,000.00	50,000.00	54,796.00	(4,796.00)	109.59	61,158.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	216.00	216.00	.00	216.00	.00	3,166.90
902-35100 FRAUD RECOVERY INCOME	.00	.00	84.00	(84.00)	.00	.00
TOTAL RENTAL INCOME	216.00	216.00	84.00	132.00	38.89	3,166.90
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	94.46	(94.46)	.00	79.89
TOTAL INTEREST	.00	.00	94.46	(94.46)	.00	79.89
TOTAL FUND REVENUE	50,216.00	50,216.00	54,974.46			64,404.79

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>						
<i>OTHER SERVICES AND CHARGES</i>						
902-49500-306	AUDIT FEES	3,000.00	3,000.00	1,100.00 (1,900.00)	36.67	3,600.00
902-49500-307	CONTRACTED SECT 8 ADMIN	50,000.00	50,000.00	34,295.36 (15,704.64)	68.59	42,544.42
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>53,000.00</u>	<u>53,000.00</u>	<u>35,395.36 (17,604.64)</u>	<u>66.78</u>	<u>46,144.42</u>
<i>MISCELLANEOUS</i>						
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00 (1,000.00)	.00	.00
	<i>TOTAL MISCELLANEOUS</i>	<u>1,000.00</u>	<u>1,000.00</u>	<u>.00 (1,000.00)</u>	<u>.00</u>	<u>.00</u>
	TOTAL SECT 8 ADMINISTRATIVE	<u><u>54,000.00</u></u>	<u><u>54,000.00</u></u>	<u><u>35,395.36 (18,604.64)</u></u>	<u><u>65.55</u></u>	<u><u>46,144.42</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP OCCUPIED UNITS</u>						
<i>HAP EXPENDITURES</i>						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	278,271.00	278,271.00	.00	339,005.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(280,838.00)	(280,838.00)	.00	(339,005.00)
902-49775-376 URP PORT REC	.00	.00	465.00	465.00	.00	739.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	(739.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	(2,102.00)	(2,102.00)	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	(2,102.00)	(2,102.00)	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	54,000.00	54,000.00	33,293.36			46,144.42
NET REVENUES OVER EXPENDITURE	(3,784.00)	(3,784.00)	21,681.10			18,260.37

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2018

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	265,765.81	
903-10200	EDA HOUSING DIV OPERATING CASH	110,383.68	
	TOTAL ASSETS		<u>376,149.49</u>

LIABILITIES AND EQUITY

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	359,762.48	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	16,387.01	
	BALANCE - CURRENT DATE	16,387.01	
	TOTAL FUND EQUITY		<u>376,149.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>376,149.49</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & MISC INCOME</u>						
903-36210 INTEREST EARNINGS	.00	.00	1,421.26	(1,421.26)	.00	1,749.34
TOTAL INTEREST & MISC INCOME	.00	.00	1,421.26	(1,421.26)	.00	1,749.34
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	16,774.25	(1,774.25)	111.83	17,083.00
TOTAL OTHER REVENUES	15,000.00	15,000.00	16,774.25	(1,774.25)	111.83	17,083.00
TOTAL FUND REVENUE	15,000.00	15,000.00	18,195.51			18,832.34

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
OTHER HOUSING BUS ACTIV-ADMIN						
903-49500-112 BOARD PAY	2,100.00	2,100.00	1,680.00	(420.00)	80.00	1,750.00
903-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	128.50	128.50	.00	133.81
<i>TOTAL FUNCTION 1</i>	<u>2,100.00</u>	<u>2,100.00</u>	<u>1,808.50</u>	<u>(291.50)</u>	<u>86.12</u>	<u>1,883.81</u>
<i>OTHER SERVICES AND CHARGES</i>						
903-49500-304 LEGAL FEES	.00	.00	.00	.00	.00	1,000.00
903-49500-305 ACCOUNTING FEES	.00	.00	.00	.00	.00	520.00
903-49500-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	.00
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>(500.00)</u>	<u>.00</u>	<u>1,520.00</u>
<i>TRANSFERS</i>						
903-49500-720 TRANSFERSOUT	12,400.00	12,400.00	.00	(12,400.00)	.00	.00
<i>TOTAL TRANSFERS</i>	<u>12,400.00</u>	<u>12,400.00</u>	<u>.00</u>	<u>(12,400.00)</u>	<u>.00</u>	<u>.00</u>
TOTAL OTHER HOUSING BUS ACTIV	<u><u>15,000.00</u></u>	<u><u>15,000.00</u></u>	<u><u>1,808.50</u></u>	<u><u>(13,191.50)</u></u>	<u><u>12.06</u></u>	<u><u>3,403.81</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	15,000.00	15,000.00	1,808.50			3,403.81
NET REVENUES OVER EXPENDITURE	.00	.00	16,387.01			15,428.53

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2018

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	31,915.00	
	TOTAL ASSETS		31,915.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	31,915.00	
	BALANCE - CURRENT DATE	31,915.00	
	TOTAL FUND EQUITY		31,915.00
	TOTAL LIABILITIES AND EQUITY		31,915.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
904-33160 HUD CAPITAL GRANTS	36,000.00	36,000.00	31,915.00	4,085.00	88.65	21,654.69
TOTAL INTERGOVERNMENTAL REVE	36,000.00	36,000.00	31,915.00	4,085.00	88.65	21,654.69
 TOTAL FUND REVENUE	<u>36,000.00</u>	<u>36,000.00</u>	<u>31,915.00</u>			<u>21,654.69</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER FINANCING USES</u>							
904-49300-720	TRANSFERS OUT	36,000.00	36,000.00	.00	(36,000.00)	.00	21,654.69
	<i>TOTAL FUNCTION 7</i>	36,000.00	36,000.00	.00	(36,000.00)	.00	21,654.69
	TOTAL OTHER FINANCING USES	36,000.00	36,000.00	.00	(36,000.00)	.00	21,654.69

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	36,000.00	36,000.00	.00			21,654.69
NET REVENUES OVER EXPENDITURE	.00	.00	31,915.00			.00

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2018

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT	13,372.07	
905-10200	EDA OPERATING ACCT-SECTION 8	3,788.87	
	TOTAL ASSETS		17,160.94
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW	13,372.07	
	TOTAL LIABILITIES		13,372.07
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	(15,204.47)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	18,993.34	
	BALANCE - CURRENT DATE	18,993.34	
	TOTAL FUND EQUITY		3,788.87
	TOTAL LIABILITIES AND EQUITY		17,160.94

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
905-33160 A.C. EARNED SECTION 8	350,000.00	350,000.00	357,270.00	(7,270.00)	102.08	396,525.00
TOTAL INTERGOVERNMENTAL REVE	350,000.00	350,000.00	357,270.00	(7,270.00)	102.08	396,525.00
<u>SOURCE 35</u>						
905-35100 FRAUD RECOVERY	.00	.00	84.00	(84.00)	.00	.00
TOTAL SOURCE 35	.00	.00	84.00	(84.00)	.00	.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	3.96	(3.96)	.00	31.27
TOTAL INTEREST	.00	.00	3.96	(3.96)	.00	31.27
TOTAL FUND REVENUE	350,000.00	350,000.00	357,357.96			396,556.27

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>							
<i>HAP EXPENDITURES</i>							
905-49775-370	HAP OCCUPIED UNITS	346,216.00	346,216.00	327,550.00	(18,666.00)	94.61	402,657.00
905-49775-371	HAP-UTILITY ALLOWANCES	.00	.00	.00	.00	.00	145.00
905-49775-372	HAP-PORTABLE PAYING OUT	.00	.00	7,190.00	7,190.00	.00	13,347.00
905-49775-375	FSS	.00	.00	3,026.00	3,026.00	.00	4,332.00
905-49775-377	PORT PAY OUT ADMIN FEE	.00	.00	598.62	598.62	.00	1,186.84
<i>TOTAL HAP EXPENDITURES</i>		<u>346,216.00</u>	<u>346,216.00</u>	<u>338,364.62</u>	<u>(7,851.38)</u>	<u>97.73</u>	<u>421,667.84</u>
TOTAL HAP EXPENDITURES		<u>346,216.00</u>	<u>346,216.00</u>	<u>338,364.62</u>	<u>(7,851.38)</u>	<u>97.73</u>	<u>421,667.84</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	346,216.00	346,216.00	338,364.62			421,667.84
NET REVENUES OVER EXPENDITURE	3,784.00	3,784.00	18,993.34			(25,111.57)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-36210 INTEREST EARNINGS	200.00	200.00	.00	200.00	.00	2,954.05
TOTAL INTEREST	200.00	200.00	.00	200.00	.00	2,954.05
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	207,000.00	247,077.00	209,181.76	37,895.24	84.66	223,283.28
TOTAL MALL OPERATING REVENUES	207,000.00	247,077.00	209,181.76	37,895.24	84.66	223,283.28
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	90,000.00	75,000.00	75,000.00	.00	100.00	275,000.00
TOTAL TRANSFERS FROM OTHER FU	90,000.00	75,000.00	75,000.00	.00	100.00	275,000.00
TOTAL FUND REVENUE	297,200.00	322,277.00	284,181.76			501,237.33

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-41930-101 FULL-TIME EMPLOYEES - REGULAR	87,796.00	87,796.00	76,102.44	(11,693.56)	86.68	92,201.51
205-41930-112 EDA MEETING PAYMENTS	2,500.00	750.00	350.00	(400.00)	46.67	490.00
205-41930-121 PERA (EMPLOYER)	6,746.00	6,746.00	5,707.68	(1,038.32)	84.61	6,729.66
205-41930-122 FICA/MEDICARE (EMPLOYER)	6,088.00	6,088.00	5,642.97	(445.03)	92.69	6,695.96
205-41930-131 MEDICAL/DENTAL/LIFE	16,649.00	16,649.00	14,775.60	(1,873.40)	88.75	15,303.60
205-41930-132 LONGEVITY PAY	2,150.00	2,150.00	.00	(2,150.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	1,200.00	.00	100.00	1,434.32
205-41930-151 WORKERS' COMPENSATION PREMIU	685.00	685.00	351.32	(333.68)	51.29	447.71
205-41930-154 HRA/FLEX FEES	.00	100.00	63.95	(36.05)	63.95	73.35
TOTAL PERSONAL SERVICES	123,814.00	122,164.00	104,193.96	(17,970.04)	85.29	123,376.11
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	250.00	250.00	99.10	(150.90)	39.64	136.72
205-41930-210 MISCELLANEOUS OPER SUPPLIES	.00	.00	.00	.00	.00	215.30
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	.00	.00	.00	.00	.00	196.25
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	.00	(3,300.00)	.00	2,503.60
TOTAL SUPPLIES	3,550.00	3,550.00	99.10	(3,450.90)	2.79	3,051.87
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	3,600.00	3,600.00	423.50	(3,176.50)	11.76	3,497.55
205-41930-313 IT MGMT & BACKUP	.00	2,800.00	2,258.10	(541.90)	80.65	2,523.91
205-41930-321 TELEPHONE/CELLULAR	500.00	850.00	751.43	(98.57)	88.40	743.68
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	433.94	(316.06)	57.86	1,314.59
205-41930-334 MILEAGE REIMBURSEMENT	1,100.00	1,100.00	870.94	(229.06)	79.18	625.15
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	142.82	(57.18)	71.41	138.00
205-41930-360 INSURANCE AND BONDS	1,500.00	343.00	343.00	.00	100.00	1,086.87
205-41930-381 ELECTRIC UTILITIES	400.00	1,600.00	1,152.94	(447.06)	72.06	836.99
205-41930-382 WATER/SEWER/STORM PROPERTY A	60.00	2,500.00	2,161.26	(338.74)	86.45	731.32
205-41930-383 GAS UTILITIES	100.00	400.00	365.21	(34.79)	91.30	118.44
TOTAL OTHER SERVICES & CHARG	8,210.00	14,143.00	8,903.14	(5,239.86)	62.95	11,616.50

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	.00	14,000.00	12,225.38	(1,774.62)	87.32	10,061.85
205-41930-430 MISCELLANEOUS	.00	.00	(61.43)	(61.43)	.00	.00
205-41930-433 DUES AND SUBSCRIPTIONS	1,500.00	1,500.00	1,281.40	(218.60)	85.43	840.66
205-41930-440 SCHOOLS & MEETINGS	1,500.00	1,500.00	585.00	(915.00)	39.00	305.00
205-41930-450 TAX ABATEMENT-MAIN & 65 LLC	.00	6,190.00	3,094.08	(3,095.92)	49.99	6,403.00
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	.00	31,654.00	15,827.10	(15,826.90)	50.00	32,875.84
205-41930-484 NLX ACTIVITIES	6,650.00	6,650.00	6,650.00	.00	100.00	4,830.00
205-41930-485 PROPERTY TAXES	3,000.00	.00	.00	.00	.00	1,172.00
205-41930-486 COMMUNITY COLLABORATIONS PRO	.00	.00	.00	.00	.00	5,475.88
205-41930-489 IND PARK MARKETING	8,500.00	8,500.00	7,440.48	(1,059.52)	87.54	9,457.11
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	3,000.00	.00	100.00	3,000.00
<i>TOTAL MISCELLANEOUS</i>	<u>24,150.00</u>	<u>72,994.00</u>	<u>50,042.01</u>	<u>(22,951.99)</u>	<u>68.56</u>	<u>74,421.34</u>
TOTAL EDA ADMINISTRATION	<u><u>159,724.00</u></u>	<u><u>212,851.00</u></u>	<u><u>163,238.21</u></u>	<u><u>(49,612.79)</u></u>	<u><u>76.69</u></u>	<u><u>212,465.82</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MALL OPERATING EXPENSES						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	26,063.00	26,063.00	22,308.78	(3,754.22)	85.60	25,250.24
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	500.00	.00	(500.00)	.00	46.05
205-47000-103 TEMPORARY EMPLOYEE	3,000.00	6,200.00	5,654.94	(545.06)	91.21	6,121.58
205-47000-121 PERA (EMPLOYER)	2,053.00	2,053.00	1,673.16	(379.84)	81.50	1,886.34
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,324.00	2,324.00	2,079.78	(244.22)	89.49	2,331.03
205-47000-131 MEDICAL/DENTAL/LIFE	8,324.00	8,324.00	7,381.06	(942.94)	88.67	7,643.76
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	539.63	(60.37)	89.94	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,503.00	1,503.00	1,080.70	(422.30)	71.90	1,346.03
205-47000-154 HRA/FLEX FEES	75.00	75.00	32.05	(42.95)	42.73	36.75
TOTAL PERSONAL SERVICES	44,942.00	47,642.00	40,750.10	(6,891.90)	85.53	44,661.78
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	200.00	121.23	(78.77)	60.62	129.99
205-47000-212 GASOLINE/FUEL	250.00	250.00	71.92	(178.08)	28.77	67.75
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	10,000.00	11,000.00	10,152.92	(847.08)	92.30	10,305.61
TOTAL SUPPLIES	10,250.00	11,450.00	10,346.07	(1,103.93)	90.36	10,503.35
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	850.00	850.00	257.55	(592.45)	30.30	289.54
205-47000-351 PUBLISHING/LEGAL NOTICES	.00	600.00	494.45	(105.55)	82.41	.00
205-47000-360 INSURANCE AND BONDS	7,000.00	6,053.00	6,052.27	(.73)	99.99	4,388.00
205-47000-381 ELECTRIC UTILITIES	21,000.00	21,000.00	14,189.80	(6,810.20)	67.57	20,859.83
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	3,808.02	(1,891.98)	66.81	4,733.14
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	3,290.88	(2,709.12)	54.85	3,651.30
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	3,066.25	(1,433.75)	68.14	3,727.53
TOTAL OTHER SERVICES & CHARG	45,050.00	44,703.00	31,159.22	(13,543.78)	69.70	37,649.34
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	13,000.00	13,000.00	2,348.60	(10,651.40)	18.07	16,419.16
205-47000-413 BNSF PARKING LOT LEASE	2,300.00	2,300.00	.00	(2,300.00)	.00	1,036.80
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	3,491.80	(8,508.20)	29.10	(133.20)
205-47000-490 MALL CAP FUND CONTRIBUTION	.00	.00	.00	.00	.00	2,350.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	18,371.00	18,370.31	(.69)	100.00	11,290.00
205-47000-498 TENANT BUILD OUT	.00	105,837.00	105,836.80	(.20)	100.00	.00
TOTAL MISCELLANEOUS	27,300.00	151,508.00	130,047.51	(21,460.49)	85.84	30,962.76
TOTAL MALL OPERATING EXPENSE	127,542.00	255,303.00	212,302.90	(43,000.10)	83.16	123,777.23

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	287,266.00	468,154.00	375,541.11			336,243.05
NET REVENUES OVER EXPENDITURE	9,934.00	(145,877.00)	(91,359.35)			164,994.28

ACH Transaction Report

Batch #: 000183

Created On: 10/30/2018

Name	Amount
Bungalows of Chisago L	\$1,225.00
Calhoun Apartments	\$1,089.00
Cambridge Square Assoc	\$1,248.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,032.00
DJ Properties of Stanc	\$510.00
Erlandson - Nelson Con	\$555.00
Haven Properties	\$347.00
New Challenges, Inc.	\$6,020.00
Isanti Community Servi	\$74.00
Isanti Village Apartme	\$1,403.00
Kaizen Property Soluti	\$1,066.00
Kestrel Meadows Townho	\$4,372.00
Legacy Townhomes	\$3,874.00
Minneapolis Public Hou	\$666.52
Allen Moulton	\$530.00
Osmium Holdings LLC	\$844.00
NETA Property Manageme	\$575.00
Normandy Townhomes	\$3,172.00
North Branch Senior Ho	\$615.00
Oakhurst Apartments	\$361.00
Oakview Terrace Townho	\$2,701.00
Northern Management	\$441.00
Pine Village LLC	\$46.00
Rush Oaks Apartments	\$790.00
Sunrise Court Apartmen	\$1,116.00
Sunset Assets LLC	\$739.00
Taylor's Falls Villas	\$528.00
Tower Terrace Limited	\$4,783.00
Wyoming Limited Partne	\$1,262.00
Wyoming Limited Partne	\$1,273.00
Cambridge EDA	\$-44,672.52

Batch Total: \$0.00

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*November
Housing ACH
Disbursements*

Σ ① 61,699.52

ACH Transaction Report

Batch #: 000184

Created On: 10/30/2018

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$489.00
Bohmer, John	\$793.00
Dean & Jennifer Bondes	\$869.00
Charles Satak	\$585.00
Chen Liu	\$5,139.00
David Findell	\$555.00
Leeanna M. Dudley	\$90.00
Elmer D. Harp	\$567.00
Jenell King	\$550.00
John Maher	\$370.00
Kathryn Dahlberg	\$669.00
Kristine Yerigan	\$319.00
Brian Leet	\$376.00
Michael Doran	\$555.00
Loral Myers	\$272.00
Ordeen Splittstoser	\$248.00
Randall Propp	\$597.00
Richard Berget	\$264.00
Robert Blaisdell-Blais	\$423.00
Robert Mattson	\$585.00
Ross Goldsmith	\$200.00
Steve Baker	\$798.00
Paul & Bethany Stiles	\$668.00
Thomas Olin	\$201.00
Cambridge EDA	\$-16,182.00

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Batch Total: \$0.00

Date: 11/29/2018

Peoples Bank of Commerc / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000185
Created On: 11/29/2018

<u>Name</u>	<u>Amount</u>
Pine Village LLC	\$30.00
Wyoming Limited Partne	\$815.00
Cambridge EDA	\$-845.00
Batch Total:	\$0.00



<p>CAMBRIDGE EDA MEETING December 17, 2018 BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	11/15/2018	111975 - 112071	3,722.62
Prepaid Checks	11/21/2018	112084 - 112126	228.23
Prepaid Checks	11/28/2018	112134 - 112178	10,275.55
Prepaid Checks	12/5/2018	112193 - 112235	794.13
Prepaid Checks			
	Prepaid Totals		<hr/> <u>15,020.53</u>

TOTAL SUBMITTED FOR APPROVAL

\$15,020.53

Vendor	Vendor Name	Description	Net Invoice Amount
555	Business Essentials	Maintenance Supplies - Mall	106.12
Total 555:			106.12
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			6.06
2233	Grimebusters Deep Surface Clea	Carpet Cleaning - Mall	1,743.66
Total 2233:			1,743.66
2411	Hillyard Inc.	Maintenance Supplies - Mall	102.91
2411	Hillyard Inc.	Maintenance Supplies - Mall	122.38
2411	Hillyard Inc.	Credit Maintenance Supplies - Mall	122.38-
Total 2411:			102.91
2456	Housing Data Systems	MTCS Transmittal Service 10/01/18-12/31/18	120.00
Total 2456:			120.00
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
Total 3056:			241.00
3521	Menards	Materials - Bridge Park	15.96
Total 3521:			15.96
4211	Northland Fire Protection	Service Maint of Fire Extinguishers - Bridgepark	214.00
Total 4211:			214.00
5048	Seasonal Property Services, LLC	Turf Maintenance - Cypress St S, 1st Ave E, 4th	700.00
Total 5048:			700.00
5391	TM Johnson Bros., Inc.	Repairs & Maintenance Bldg - Mall	210.00
Total 5391:			210.00
5686	U.S. Postal Service	Stamps - Bridge Park	50.00
Total 5686:			50.00
5861	Walmart Community Card	Tenant Services - Bridge Park	80.26

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 5861:		80.26
6071	Zee Medical Service	First Aid Kit Supplies	132.65
	Total 6071:		132.65
	Grand Totals:		3,722.62

Dated: 11/15/18

City Treasurer: Caroline Mor

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/18	11/15/2018	111975	555	Business Essentials	205-20100	106.12
11/18	11/15/2018	111980	1140	Cintas Corporation	205-20100	6.06
11/18	11/15/2018	111994	2233	Grimebusters Deep Surface Cleaning LLC	205-20100	1,743.66
11/18	11/15/2018	112000	2411	Hillyard / Minneapolis	205-20100	102.91
11/18	11/15/2018	112002	2456	Housing Data Systems	901-20100	120.00
11/18	11/15/2018	112014	3056	Lake Superior Laundry Inc.	205-20100	241.00
11/18	11/15/2018	112022	3521	Menards	901-20100	15.96
11/18	11/15/2018	112029	4211	Northland Fire Protection	901-20100	214.00
11/18	11/15/2018	112044	5048	Seasonal Property Services, LLC	205-20100	700.00
11/18	11/15/2018	112054	5391	TM Johnson Bros., Inc.	205-20100	210.00
11/18	11/15/2018	112060	5686	U.S. Postal Service	901-20100	50.00
11/18	11/15/2018	112064	5861	Walmart Business/SYNCB	901-20100	80.26
11/18	11/15/2018	112071	6071	Zee Medical Service	901-20100	132.65
Grand Totals:						3,722.62

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
5261	Star Quality Glass	Service Call - Bridge Park	125.00
Total 5261:			125.00
5886	Watson Co., Inc.	Misc Operating Supplies - Bridge Park Apts	100.20
Total 5886:			100.20
Grand Totals:			228.23

Dated: 11/21/18

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/18	11/21/2018	112084	1140	Cintas Corporation	205-20100	3.03
11/18	11/21/2018	112117	5261	Star Quality Glass	901-20100	125.00
11/18	11/21/2018	112126	5886	Watson Co., Inc.	901-20100	100.20
Grand Totals:						<u>228.23</u>

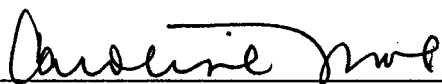
Vendor	Vendor Name	Description	Net Invoice Amount
596	Bloomquist Electric Inc	Lighting Replays for Lot Lights	752.50
Total 596:			752.50
969	Cardmember Service	Parking - Economic Dev	5.00
969	Cardmember Service	Training- Stan Gustafson	89.00
969	Cardmember Service	Training- Stan Gustafson	89.00
Total 969:			183.00
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
1239	Commercial Door Systems, Inc.	Remove Existing Door, Install New Door	1,984.00
Total 1239:			1,984.00
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
Total 1686:			155.25
2411	Hillyard Inc.	Maintenance Supplies - Mall	80.11
Total 2411:			80.11
3086	Landworks Construction, Inc.	Salt/De-Icer - Bridge Park	20.00
Total 3086:			20.00
3456	McComb Group, Ltd.	Market Rate & Affordable Apartment Units	3,000.00
Total 3456:			3,000.00
3521	Menards	Maintenance Supplies - Mall	97.37
3521	Menards	Maintenance Supplies - Mall	97.37-
Total 3521:			.00
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base R	11.48
Total 3543:			11.48
3933	Mora HRA	November Contracted Section 8 Administration	3,939.00
Total 3933:			3,939.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	69.78
5801	Verizon Wireless	wireless phone service - Maintenance Dept	25.80
5801	Verizon Wireless	wireless phone service - Bridge Park	51.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/18	11/28/2018	112134	596	Bloomquist Electric Inc	205-20100	752.50
11/18	11/28/2018	112137	969	Cardmember Service	205-20100	183.00
11/18	11/28/2018	112139	1140	Cintas Corporation	205-20100	3.03
11/18	11/28/2018	112140	1239	Commercial Door Systems, Inc.	205-20100	1,984.00
11/18	11/28/2018	112147	1686	Ecolab Pest Elimination Div.	901-20100	155.25
11/18	11/28/2018	112152	2411	Hillyard / Minneapolis	205-20100	80.11
11/18	11/28/2018	112159	3086	Landworks Construction, Inc.	901-20100	20.00
11/18	11/28/2018	112161	3456	McComb Group, Ltd.	205-20100	3,000.00
11/18	11/28/2018	112164	3521	Menards	205-20100	.00
11/18	11/28/2018	112165	3543	Metro Sales, Inc.	901-20100	11.48
11/18	11/28/2018	112168	3933	Mora HRA	902-20100	3,939.00
11/18	11/28/2018	112178	5801	Verizon Wireless	205-20100	147.18
Grand Totals:						10,275.55

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
3501	MEI Total Elevator Solutions	December Service Billing	238.71
Total 3501:			238.71
3521	Menards	Tenant Services - Bridge Park	68.99
Total 3521:			68.99
4171	Northern Business Products, Inc.	Office Supplies - EDA	31.78
Total 4171:			31.78
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			451.62
Grand Totals:			794.13

12/6/18

Dated: _____

City Treasurer: 

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/18	12/05/2018	112193	1140	Cintas Corporation	205-20100	3.03
12/18	12/05/2018	112217	3501	MEI Total Elevator Solutions	901-20100	238.71
12/18	12/05/2018	112218	3521	Menards	901-20100	68.99
12/18	12/05/2018	112221	4171	Northern Business Products, Inc.	205-20100	31.78
12/18	12/05/2018	112235	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						794.13