

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes  
November 7, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, November 7, 2016 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, MN 55008.

Members Present: President Joe Morin, EDA members Marlys Palmer, Lisa Iverson, Howard Lewis and Michael Stylski Sr.

Members Absent: None

Staff Present: Executive Director Woulfe, Housing Supervisor Fromm, Housing Supervisor Barrett and Finance Director Moe

**Call to Order**

Morin called the meeting to order at 5:03 PM.

**Approval of Agenda**

Stylski moved, seconded by Iverson, to approve the agenda as presented. Motion carried unanimously.

**Consent Agenda**

Iverson moved, seconded by Stylski, to approve consent agenda items A – D, as presented. Motion carried unanimously.

- A. October 3, 2016 EDA meeting minutes
- B. EDA Draft September 2016 Financial Statements
- C. Housing Division Bills check# 16731 and ACH batches with transactions totaling \$83,597.  
88
- D. Approve EDA Administration Division bills checks # 103913 -# 104214 totaling \$15,780.  
72

Upon call of the roll, Iverson, Palmer, Morin, Lewis and Stylski aye, no nays. Motion carried unanimously.

**New Business**

***Housing Supervisor Report***

Fromm presented the Housing Supervisor report, detailing a list of activities involving Bridge Park Apartments. Fromm stated Deputy Fire Chief Pennings spoke to residents regarding fire safety; environmental reviews were sent to HUD and training the new Housing Supervisor, Deb Barrett, were some of the October events.

***Resident Meeting***

Fromm outlined results from the most recent resident meeting at Bridge Park Apartments.

## **2017 EDA Meeting Schedule**

Woulfe proposed changing the regular EDA meetings to the second Monday of each month at 4:00 pm instead of the current schedule which is the first Monday of the month after the City Council adjourns. Woulfe stated to do so would require an amendment to the bylaws which should be done prior to developing and adopting the 2017 meeting schedule. EDA members discussed the change and decided to hold meetings on the third Monday of the month at 5:30 PM beginning in 2017.

Woulfe indicated she would prepare a bylaw amendment to reflect that meeting schedule and put it on the December 5 EDA Consent Agenda for adoption.

## **EDA Executive Director Appointment 2017**

Woulfe stated EDA bylaws require the annual appointment of officers which are done in February of each year. Woulfe added historically, the City Administrator has been appointed the Executive Director with the City's Finance Director overseeing the day to day operations of the Housing Division. Woulfe offered that if Caroline Moe were appointed Executive Director in 2017 the City Administrator workload would be reduced. Woulfe noted that Moe does 99% of all paperwork with HUD and this would not increase her current workload. Moe indicated she concurs with concept of being the executive director. Woulfe stated she was bringing this to the EDA now in case any background work would need to be done with HUD to facilitate the change in appointment.

Palmer moved, seconded by Iverson, to direct staff to research what steps would need to be taken to appoint Moe as the Executive Director of the EDA at the annual EDA meeting. Motion carried unanimously.

### **Closed Session**

President Morin closed the regular EDA meeting and adjourned into closed session at 5:20 pm. The meeting was closed under Minnesota Statutes §13d. 05, to develop a counteroffer for the purchase of property located at 730 2<sup>nd</sup> Ave SW.

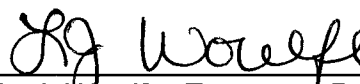
Stylski moved, seconded by Palmer to adjourn the closed session at 5:23 pm. Motion carried unanimously.

### **Adjournment**

Stylski moved, seconded by Palmer, to adjourn at 5:23 PM. Motion carried unanimously.

  
\_\_\_\_\_  
Joe Morin, President

ATTEST:

  
\_\_\_\_\_  
Lynda J. Woulfe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2016

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	( 2,555.43)	
901-10102	INVESTMENTS--PBC	319,302.07	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	281,593.72	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,224,349.98	
901-16300	SITE IMPROVEMENTS	126,849.24	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	42,659.20	
901-16450	FURN, EQUIP, MACH-ADMIN	51,315.12	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,650,753.42)	
TOTAL ASSETS			1,077,689.83

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,150.83	
901-21650	ACCRUED VACATION & SICK PAY	33,095.27	
901-22600	TENANT SECURITY DEPOSITS	25,177.16	
TOTAL LIABILITIES			59,423.26

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	657,269.35	
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			59,441.45
BALANCE - CURRENT DATE			59,441.45
TOTAL FUND EQUITY			1,018,266.57
TOTAL LIABILITIES AND EQUITY			1,077,689.83

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	60,421.00	( 60,421.00)	.00	80,773.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	60,421.00	( 60,421.00)	.00	80,773.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	.00	.00	1,801.80	( 1,801.80)	.00	258.00
901-36210 INTEREST EARNINGS	.00	.00	1,693.22	( 1,693.22)	.00	2,203.74
TOTAL INTEREST & MISC INCOME	.00	.00	3,495.02	( 3,495.02)	.00	2,461.74
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	.00	.00	121,542.10	( 121,542.10)	.00	155,423.25
901-37221 LAUNDRY INCOME BRIDGE PARK	.00	.00	4,935.75	( 4,935.75)	.00	7,336.25
TOTAL RENTAL INCOME	.00	.00	126,477.85	( 126,477.85)	.00	162,759.50
TOTAL FUND REVENUE	.00	.00	190,393.87			245,994.24

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	.00	.00	.00	.00	.00	3,024.92
901-49500-103 ADMIN PART-TIME - REGULAR	.00	.00	21,928.20	21,928.20	.00	23,353.15
901-49500-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	( 85.61)
901-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	1,677.60	1,677.60	.00	2,151.55
901-49500-151 WORKERS' COMPENSATION PREMIU	.00	.00	160.46	160.46	.00	240.87
<b>TOTAL PERSONAL SERVICES</b>	<b>.00</b>	<b>.00</b>	<b>23,766.26</b>	<b>23,766.26</b>	<b>.00</b>	<b>28,684.88</b>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	.00	.00	443.38	443.38	.00	602.30
<b>TOTAL SUPPLIES</b>	<b>.00</b>	<b>.00</b>	<b>443.38</b>	<b>443.38</b>	<b>.00</b>	<b>602.30</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-306 AUDITING	.00	.00	3,300.00	3,300.00	.00	2,000.00
901-49500-321 TELEPHONE EXPENSE	.00	.00	5,003.08	5,003.08	.00	6,867.62
901-49500-322 POSTAGE	.00	.00	94.00	94.00	.00	147.00
901-49500-331 TRAVEL/MEALS/LODGING	.00	.00	360.00	360.00	.00	.00
901-49500-340 ADVERTISING	.00	.00	181.80	181.80	.00	30.80
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>.00</b>	<b>.00</b>	<b>8,938.88</b>	<b>8,938.88</b>	<b>.00</b>	<b>9,045.42</b>
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	.00	.00	1,830.00	1,830.00	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	.00	.00	257.56	257.56	.00	303.87
901-49500-433 DUES AND SUBSCRIPTIONS	.00	.00	610.00	610.00	.00	2,018.00
<b>TOTAL MISCELLANEOUS</b>	<b>.00</b>	<b>.00</b>	<b>2,697.56</b>	<b>2,697.56</b>	<b>.00</b>	<b>2,321.87</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>.00</b>	<b>.00</b>	<b>35,846.08</b>	<b>35,846.08</b>	<b>.00</b>	<b>40,654.47</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	( 801.09)	( 801.09)	.00	1,353.88
	<i>TOTAL SUPPLIES</i>	.00	.00	( 801.09)	( 801.09)	.00	1,353.88
	<b>TOTAL LOW RENT TENANT SERVICE</b>	.00	.00	( 801.09)	( 801.09)	.00	1,353.88

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT MAINTENANCE</b>						
<i>PERSONAL SERVICES</i>						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	.00	.00	.00	.00	.00	2,967.04
901-49700-103 MAINT PT EMPLOYEES - REGULAR	.00	.00	20,070.54	20,070.54	.00	23,071.57
901-49700-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	( 147.10)
901-49700-122 FICA/MEDICARE (EMPLOYER)	.00	.00	1,535.43	1,535.43	.00	2,230.28
901-49700-151 WORKERS' COMPENSATION PREMIU	.00	.00	1,085.16	1,085.16	.00	1,731.64
<b>TOTAL PERSONAL SERVICES</b>	<b>.00</b>	<b>.00</b>	<b>22,691.13</b>	<b>22,691.13</b>	<b>.00</b>	<b>29,853.43</b>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	.00	.00	4,745.15	4,745.15	.00	2,190.08
901-49700-212 FUEL PURCHASE	.00	.00	.00	.00	.00	110.35
<b>TOTAL SUPPLIES</b>	<b>.00</b>	<b>.00</b>	<b>4,745.15</b>	<b>4,745.15</b>	<b>.00</b>	<b>2,300.43</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	.00	.00	25,463.41	25,463.41	.00	14,105.53
901-49700-360 INSURANCE AND BONDS	.00	.00	7,137.00	7,137.00	.00	11,622.75
901-49700-370 PAYMENT IN LIEU OF TAXES	.00	.00	.00	.00	.00	12,296.00
901-49700-381 ELECTRIC UTILITIES	.00	.00	21,189.12	21,189.12	.00	28,575.37
901-49700-382 WATER/WASTEWATER UTILITIES	.00	.00	6,574.00	6,574.00	.00	8,656.74
901-49700-383 GAS UTILITIES	.00	.00	2,676.65	2,676.65	.00	4,702.40
901-49700-384 REFUSE HAULING	.00	.00	1,347.97	1,347.97	.00	1,932.56
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>.00</b>	<b>.00</b>	<b>64,388.15</b>	<b>64,388.15</b>	<b>.00</b>	<b>81,891.35</b>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00	42,443.47
<b>TOTAL MISCELLANEOUS</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>42,443.47</b>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-502 BETTERMENTS AND ADDITIONS	.00	.00	4,083.00	4,083.00	.00	4,176.00
<b>TOTAL IMPROVEMENTS/BETTERM</b>	<b>.00</b>	<b>.00</b>	<b>4,083.00</b>	<b>4,083.00</b>	<b>.00</b>	<b>4,176.00</b>
<b>TOTAL LOW RENT MAINTENANCE</b>	<b>.00</b>	<b>.00</b>	<b>95,907.43</b>	<b>95,907.43</b>	<b>.00</b>	<b>160,664.68</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	130,952.42			202,673.03
NET REVENUES OVER EXPENDITURE	.00	.00	59,441.45			43,321.21



CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2016

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	85,221.73
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 4,475.39)
	<b>TOTAL ASSETS</b>	<u><u>85,221.73</u></u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	5,792.05
902-22200	DEFERRED REVENUE-UNEARNED GRAN	603.77
	<b>TOTAL LIABILITIES</b>	6,395.82
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	62,409.54
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>16,416.37</u>
	<b>BALANCE - CURRENT DATE</b>	<u>16,416.37</u>
	<b>TOTAL FUND EQUITY</b>	<u><u>78,825.91</u></u>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<u><u>85,221.73</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	42,567.00	( 42,567.00)	.00	43,514.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	42,567.00	( 42,567.00)	.00	43,514.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	.00	.00	2,836.02	( 2,836.02)	.00	11,999.79
TOTAL RENTAL INCOME	.00	.00	2,836.02	( 2,836.02)	.00	11,999.79
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	54.15	( 54.15)	.00	54.17
TOTAL INTEREST	.00	.00	54.15	( 54.15)	.00	54.17
TOTAL FUND REVENUE	.00	.00	45,457.17			55,567.96

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	3,300.00	3,300.00	.00	2,000.00
902-49500-307 CONTRACTED SECT 8 ADMIN	.00	.00	27,123.35	27,123.35	.00	38,638.84
<i>TOTAL OTHER SERVICES AND CHA</i>	.00	.00	30,423.35	30,423.35	.00	40,638.84
<b>TOTAL SECT 8 ADMINISTRATIVE</b>	.00	.00	30,423.35	30,423.35	.00	40,638.84

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	215,869.00	215,869.00	.00	303,727.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 217,251.55)	( 217,251.55)	.00	( 303,727.00)
902-49775-376 URP PORT REC	.00	.00	.00	.00	.00	329.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	( 552.00)
<i>TOTAL HAP EXPENDITURES</i>	<u>.00</u>	<u>.00</u>	<u>( 1,382.55)</u>	<u>( 1,382.55)</u>	<u>.00</u>	<u>( 223.00)</u>
<b>TOTAL HAP OCCUPIED UNITS</b>	<u>.00</u>	<u>.00</u>	<u>( 1,382.55)</u>	<u>( 1,382.55)</u>	<u>.00</u>	<u>( 223.00)</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	29,040.80			40,415.84
<b>NET REVENUES OVER EXPENDITURE</b>	.00	.00	16,416.37			15,152.12

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2016

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	262,385.19	
903-10200	EDA HOUSING DIV OPERATING CASH	82,100.29	
	TOTAL ASSETS		<u>344,485.48</u>

LIABILITIES AND EQUITY

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	336,797.33	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	7,688.15	
	BALANCE - CURRENT DATE	7,688.15	
	TOTAL FUND EQUITY		<u>344,485.48</u>
	TOTAL LIABILITIES AND EQUITY		<u>344,485.48</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
903-33410 HAP FEES EARNED MHFA	.00	.00	.00	.00	.00	72,109.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	.00	.00	.00	72,109.00
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	.00	.00	.00	.00	.00	6,446.00
TOTAL CHARGES FOR SERVICES	.00	.00	.00	.00	.00	6,446.00
<u>INTEREST &amp; MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	.00	.00	.00	2,546.52
903-36210 INTEREST EARNINGS	.00	.00	1,248.92	( 1,248.92)	.00	1,625.70
TOTAL INTEREST & MISC INCOME	.00	.00	1,248.92	( 1,248.92)	.00	4,172.22
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	.00	.00	8,454.00	( 8,454.00)	.00	16,434.25
TOTAL OTHER REVENUES	.00	.00	8,454.00	( 8,454.00)	.00	16,434.25
TOTAL FUND REVENUE	.00	.00	9,702.92			99,161.47

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-ADMIN</u>						
903-49500-112 BOARD PAY	.00	.00	1,750.00	1,750.00	.00	1,575.00
903-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	133.89	133.89	.00	120.43
<i>TOTAL FUNCTION 1</i>	.00	.00	1,883.89	1,883.89	.00	1,695.43
<i>OTHER SERVICES AND CHARGES</i>						
903-49500-331 TRAVEL/MEALS/LODGING	.00	.00	130.88	130.88	.00	376.39
<i>TOTAL OTHER SERVICES AND CHA</i>	.00	.00	130.88	130.88	.00	376.39
<i>MISCELLANEOUS</i>						
903-49500-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	567.00
<i>TOTAL MISCELLANEOUS</i>	.00	.00	.00	.00	.00	567.00
<b>TOTAL OTHER HOUSING BUS ACTIV</b>	<b>.00</b>	<b>.00</b>	<b>2,014.77</b>	<b>2,014.77</b>	<b>.00</b>	<b>2,638.82</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HOUSING ASSISTANCE PROGRAMS</u>							
<i>HAP EXPENDITURES</i>							
903-49775-370	HAP-MHFA	.00	.00	.00	.00	.00	71,913.00
	<i>TOTAL HAP EXPENDITURES</i>	.00	.00	.00	.00	.00	71,913.00
	<b>TOTAL HOUSING ASSISTANCE PRO</b>	.00	.00	.00	.00	.00	71,913.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	2,014.77			74,551.82
NET REVENUES OVER EXPENDITURE	.00	.00	7,688.15			24,609.65

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2016

CAPITAL FUND PROGRAM-HUD

ASSETS

904-10200	EDA OPERATING ACCOUNT-CAPITAL	68,131.00	
904-13200	DUE FROM OTHER GOVERNMENTS	22,860.00	
	TOTAL ASSETS		<u>90,991.00</u>

LIABILITIES AND EQUITY

FUND EQUITY

904-27200	UNRESTRICTED NET ASSETS	28,860.00	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	62,131.00	
	BALANCE - CURRENT DATE	62,131.00	
	TOTAL FUND EQUITY		<u>90,991.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>90,991.00</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	62,131.00	( 62,131.00)	.00	28,860.00
	TOTAL INTERGOVERNMENTAL REVE	.00	.00	62,131.00	( 62,131.00)	.00	28,860.00
	TOTAL FUND REVENUE	.00	.00	62,131.00			28,860.00
	NET REVENUES OVER EXPENDITURE	.00	.00	62,131.00			28,860.00

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2016

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
905-10130	FSS-CASH WITH ESCROW AGENT	5,614.23
905-10200	EDA OPERATING ACCT-SECTION 8	13,717.64
		13,717.64
	TOTAL ASSETS	19,331.87
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
905-22000	FSS ESCROW	5,614.23
		5,614.23
	TOTAL LIABILITIES	5,614.23
<u>FUND EQUITY</u>		
905-27200	RESTRICTED NET ASSETS-HAP	( 2,814.72)
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	16,532.36
		16,532.36
	BALANCE - CURRENT DATE	16,532.36
	TOTAL FUND EQUITY	13,717.64
	TOTAL LIABILITIES AND EQUITY	19,331.87

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	268,536.00	( 268,536.00)	.00	279,272.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	268,536.00	( 268,536.00)	.00	279,272.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	.36	( .36)	.00	3.00
TOTAL INTEREST	.00	.00	.36	( .36)	.00	3.00
 TOTAL FUND REVENUE	 .00	 .00	 268,536.36			 279,275.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**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	.00	.00	246,884.00	246,884.00	.00	280,378.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	793.00	793.00	.00	180.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	3,568.00	3,568.00	.00	2,870.00
905-49775-375 FSS	.00	.00	371.00	371.00	.00	1,860.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	388.00	388.00	.00	219.50
<i>TOTAL HAP EXPENDITURES</i>	<u>.00</u>	<u>.00</u>	<u>252,004.00</u>	<u>252,004.00</u>	<u>.00</u>	<u>285,507.50</u>
<b>TOTAL HAP EXPENDITURES</b>	<u>.00</u>	<u>.00</u>	<u>252,004.00</u>	<u>252,004.00</u>	<u>.00</u>	<u>285,507.50</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	252,004.00			285,507.50
NET REVENUES OVER EXPENDITURE	.00	.00	16,532.36			( 6,232.50)



**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SOURCE 33</u>						
205-33632 INIT FOUND DESIGN TEAM GRANT	.00	.00	.00	.00	.00	4,000.00
TOTAL SOURCE 33	.00	.00	.00	.00	.00	4,000.00
<u>INTEREST</u>						
205-36210 INTEREST EARNINGS	100.00	100.00	.00	100.00	.00	4,439.46
TOTAL INTEREST	100.00	100.00	.00	100.00	.00	4,439.46
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	133.75	( 133.75)	.00	38,590.26
205-37220 RENTAL FEES	225,000.00	225,000.00	175,739.16	49,260.84	78.11	220,461.33
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	175,872.91	49,127.09	78.17	259,051.59
TOTAL FUND REVENUE	225,100.00	225,100.00	175,872.91			267,491.05

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>EDA ADMINISTRATION</u>						
<i>PERSONAL SERVICES</i>						
205-41930-112 EDA MEETING PAYMENTS	2,500.00	1,627.00	.00	( 1,627.00)	.00	630.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	191.00	191.00	.00	( 191.00)	.00	48.23
<i>TOTAL PERSONAL SERVICES</i>	<u>2,691.00</u>	<u>1,818.00</u>	<u>.00</u>	<u>( 1,818.00)</u>	<u>.00</u>	<u>678.23</u>
<i>SUPPLIES</i>						
205-41930-210 MISCELLANEOUS OPER SUPPLIES	.00	.00	35.68	35.68	.00	.00
<i>TOTAL SUPPLIES</i>	<u>.00</u>	<u>.00</u>	<u>35.68</u>	<u>35.68</u>	<u>.00</u>	<u>.00</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	4,607.47	( 392.53)	92.15	650.00
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	106.72	( 643.28)	14.23	711.73
205-41930-334 MILEAGE REIMBURSEMENT	250.00	1,000.00	618.84	( 381.16)	61.88	.00
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00	( 200.00)	.00	15.54
205-41930-360 INSURANCE AND BONDS	2,000.00	2,000.00	769.05	( 1,230.95)	38.45	1,195.43
205-41930-381 ELECTRIC UTILITIES	.00	300.00	336.01	36.01	112.00	305.70
205-41930-382 WATER/SEWER/STORM PROPERTY A	.00	300.00	45.80	( 254.20)	15.27	39.06
205-41930-383 GAS UTILITIES	.00	.00	21.46	21.46	.00	.00
<i>TOTAL OTHER SERVICES &amp; CHARG</i>	<u>8,200.00</u>	<u>9,550.00</u>	<u>6,505.35</u>	<u>( 3,044.65)</u>	<u>68.12</u>	<u>2,917.46</u>
<i>MISCELLANEOUS</i>						
205-41930-430 MISCELLANEOUS	.00	25.00	24.66	( .34)	98.64	.00
205-41930-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	250.00	( 1,750.00)	12.50	1,000.00
205-41930-440 SCHOOLS & MEETINGS	2,050.00	2,050.00	535.00	( 1,515.00)	26.10	658.00
205-41930-484 NLX ACTIVITIES	.00	5,250.00	2,625.00	( 2,625.00)	50.00	.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	1,110.00	( 1,890.00)	37.00	7,160.43
205-41930-486 COMMUNITY COLLABORATIONS PRO	.00	13,100.00	3,627.62	( 9,472.38)	27.69	.00
205-41930-487 MN DESIGN TEAM PROJECT	6,000.00	10,092.00	10,091.91	( .09)	100.00	2,500.00
205-41930-488 DOWNTOWN TASK FORCE	.00	779.00	.00	( 779.00)	.00	600.00
205-41930-489 IND PARK MARKETING	4,600.00	9,000.00	6,876.90	( 2,123.10)	76.41	19,175.01
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	3,000.00	.00	100.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>20,650.00</u>	<u>48,296.00</u>	<u>28,141.09</u>	<u>( 20,154.91)</u>	<u>58.27</u>	<u>31,093.44</u>
<b>TOTAL EDA ADMINISTRATION</b>	<u><u>31,541.00</u></u>	<u><u>59,664.00</u></u>	<u><u>34,682.12</u></u>	<u><u>( 24,981.88)</u></u>	<u><u>58.13</u></u>	<u><u>34,689.13</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MALL OPERATING EXPENSES</b>						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	25,000.00	25,000.00	18,455.15 (	6,544.85)	73.82	23,894.19
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	9.21 (	990.79)	.92	.00
205-47000-103 TEMPORARY EMPLOYEE	3,000.00	3,000.00	1,203.44 (	1,796.56)	40.11	.00
205-47000-121 PERA (EMPLOYER)	1,875.00	1,875.00	1,384.14 (	490.86)	73.82	1,717.86
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,143.00	2,143.00	1,457.27 (	685.73)	68.00	1,742.62
205-47000-131 MEDICAL/DENTAL/LIFE	7,047.00	7,047.00	6,610.73 (	436.27)	93.81	6,826.92
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00 (	600.00)	.00	716.84
205-47000-151 WORKERS' COMPENSATION PREMIU	1,871.00	1,871.00	1,037.77 (	833.23)	55.47	1,496.13
205-47000-154 HRA/FLEX FEES	100.00	100.00	29.70 (	70.30)	29.70	36.85
<b>TOTAL PERSONAL SERVICES</b>	<b>42,636.00</b>	<b>42,636.00</b>	<b>30,187.41 (</b>	<b>12,448.59)</b>	<b>70.80</b>	<b>36,431.41</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	100.00	97.48 (	2.52)	97.48	188.49
205-47000-212 GASOLINE/FUEL	.00	200.00	53.10 (	146.90)	26.55	95.02
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	7,000.00	10,000.00	9,624.52 (	375.48)	96.25	6,387.33
<b>TOTAL SUPPLIES</b>	<b>7,000.00</b>	<b>10,300.00</b>	<b>9,775.10 (</b>	<b>524.90)</b>	<b>94.90</b>	<b>6,670.84</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,000.00	156.40 (	843.60)	15.64	179.56
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	3,188.25 (	3,811.75)	45.55	5,205.00
205-47000-381 ELECTRIC UTILITIES	21,000.00	19,000.00	13,439.29 (	5,560.71)	70.73	18,209.64
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	3,808.42 (	1,891.58)	66.81	5,106.91
205-47000-383 GAS UTILITIES	6,000.00	5,000.00	2,357.05 (	2,642.95)	47.14	3,535.32
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	2,830.50 (	1,669.50)	62.90	4,095.96
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>45,800.00</b>	<b>42,200.00</b>	<b>25,779.91 (</b>	<b>16,420.09)</b>	<b>61.09</b>	<b>36,332.39</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	10,500.00	10,500.00	10,381.49 (	118.51)	98.87	11,704.19
205-47000-413 BNSF PARKING LOT LEASE	800.00	800.00	( 563.98) (	1,363.98) (	70.50)	1,482.22
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	10,000.00	77.85 (	9,922.15)	.78	8,501.68
205-47000-490 MALL CAP FUND CONTRIBUTION	55,000.00	49,000.00	.00 (	49,000.00)	.00	50,000.00
205-47000-491 WORK FORCE CENTER BUILDOUT	.00	.00	.00	.00	.00	38,453.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	3,051.47
<b>TOTAL MISCELLANEOUS</b>	<b>78,300.00</b>	<b>70,300.00</b>	<b>9,895.36 (</b>	<b>60,404.64)</b>	<b>14.08</b>	<b>113,192.56</b>
<b>TOTAL MALL OPERATING EXPENSE</b>	<b>173,736.00</b>	<b>165,436.00</b>	<b>75,637.78 (</b>	<b>89,798.22)</b>	<b>45.72</b>	<b>192,627.20</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2016**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	205,277.00	225,100.00	110,319.90			227,316.33
NET REVENUES OVER EXPENDITURE	19,823.00	.00	65,553.01			40,174.72

Date: 11/02/2016

Time: 12:26:09

Cambridge EDA  
Check Register Detail Report  
Cambridge  
From: 10/01/2016 To: 10/31/2016

Page: 1

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	5,694.65	533,455.99	
		Reimbursement of October HAP and admin fee from Mora HRA.				
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	365.56	533,821.55	
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	864.31	534,685.86	
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	3,848.00	538,533.86	
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	8,245.00	546,778.86	
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	29,435.00	576,213.86	
10/03/2016	ADJST	Peoples Bank Of Commerce	Payment	7,666.00	568,547.86	
10/03/2016	ADJST	Peoples Bank Of Commerce	Payment	52,928.50	515,619.36	
10/03/2016	DEP	Peoples Bank Of Commerce	Deposit	3,416.00	519,035.36	
10/04/2016	DEP	Peoples Bank Of Commerce	Deposit	315.76	519,351.12	
10/05/2016	DEP	Peoples Bank Of Commerce	Deposit	6,649.00	526,000.12	
10/05/2016	DEP	Peoples Bank Of Commerce	Deposit	8,275.00	534,275.12	
10/06/2016	DEP	Peoples Bank Of Commerce	Deposit	291.90	534,567.02	
10/13/2016	DEP	Peoples Bank Of Commerce	Deposit	626.00	535,193.02	
10/13/2016	DEP	Peoples Bank Of Commerce	Deposit	20.00	535,213.02	
10/13/2016	DEP	Peoples Bank Of Commerce	Deposit	2,706.00	537,919.02	
10/17/2016	DEP	Peoples Bank Of Commerce	Deposit	20,022.85	557,941.87	

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Date: 11/02/2016  
Time: 12:26:09

Cambridge EDA  
**Check Register Detail Report**  
Cambridge  
From: 10/01/2016 To: 10/31/2016

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
10/17/2016	ADJST	Peoples Bank Of Commerce	Payment	251.00	557,690.87	
10/17/2016	ADJST	Peoples Bank Of Commerce	Payment	885.00	556,805.87	
10/19/2016	016731	Housing & Redevelopment Authority of October admin fee for the Section 8 Program	Payment	3,761.89	553,043.98	
10/24/2016	DEP	Peoples Bank Of Commerce	Deposit	1,259.00	554,302.98	
10/27/2016	XFER	Peoples Bank Of Commerce	Payment	17,189.49	537,113.49	
10/27/2016	ADJST	Peoples Bank Of Commerce	Payment	916.00	536,197.49	
10/31/2016	ADJST	Peoples Bank Of Commerce	Deposit	45.93	536,243.42	

<p>CAMBRIDGE EDA MEETING November 7, 2016 BILLS LIST</p>
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<b>Disbursement Type:</b>	<b>Date:</b>	<b>Check Numbers:</b>	<b>Submitted For <u>Approval</u></b>
Prepaid Checks	9/28/2016	103913 - 103945	1,020.53
Prepaid Checks	10/5/2016	103965 - 104015	9,085.63
Prepaid Checks	10/12/2016	104028 - 104102	1,195.93
Prepaid Checks	10/19/2016	104104 - 104181	3,722.70
Prepaid Checks	10/26/2016	104184 - 104214	755.93
		Prepaid Totals	<hr/> <u>15,780.72</u>

**TOTAL SUBMITTED FOR APPROVAL**

<b>\$15,780.72</b>
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Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
Total 2046:			9.99
2233	Grimebusters Deep Surface Clea	Burnishing - Mall	295.00
Total 2233:			295.00
3521	Menards	Maintenance Supplies - Mall	177.36
3521	Menards	Materials - Bridge Park	46.23
3521	Menards	Materials - Bridge Park	21.95-
3521	Menards	Materials - Bridge Park	23.90
Total 3521:			225.54
5058	SAC's Enrichment Center	Downtown Planning Session	490.00
Total 5058:			490.00
Grand Totals:			1,020.53

Dated: 9/28/16

City Treasurer: Caroline Moe



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/16	09/28/2016	103913	2046	G & K Services, Inc.	205-20100	9.99
09/16	09/28/2016	103916	2233	Grimebusters Deep Surface Cleaning	205-20100	295.00
09/16	09/28/2016	103927	3521	Menards	901-20100	225.54
09/16	09/28/2016	103945	5058	SAC's Enrichment Center	205-20100	490.00
Grand Totals:						<u>1,020.53</u>

Vendor	Vendor Name	Description	Net Invoice Amount
453	BayPointe Enterprises, Inc.	Community Collaboration	2,974.82
	Total 453:		2,974.82
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	110.74
	Total 2411:		110.74
2456	Housing Data Systems	Annual License and Support Contract	1,830.00
	Total 2456:		1,830.00
2631	Isanti County Auditor-Treasurer	Property Taxes - 105 Cypress St S	1,248.00
	Total 2631:		1,248.00
2701	Isanti Rental, Inc.	Rental - Tables	162.80
	Total 2701:		162.80
3056	Lake Superior Laundry Inc.	Mall Rugs	47.21
	Total 3056:		47.21
3501	MEI Total Elevator Solutions	October Service Billing	225.20
	Total 3501:		225.20
3521	Menards	Materials - Bridge Park	35.79
	Total 3521:		35.79
4386	Papco, Inc.	Materials/Operating Supplies - Bridge Park Apts	597.14
	Total 4386:		597.14
4899	Rowe, Michelle	Security Deposit Refund - Michael Holmes Unit	612.08
	Total 4899:		612.08
5048	Seasonal Property Services, LLC	Turf Maintenance - Bridge Park	425.00
5048	Seasonal Property Services, LLC	Residential Lawn - 105 Cypress St	55.00
	Total 5048:		480.00
5191	SPEW Health Plan	Health Insurance Premium - November	679.50

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 5191:		679.50
5601	TR Computer Sales LLC	Speakers - Bridge Park	39.90
	Total 5601:		39.90
5670	Trusted Employees	Background Check - Bridge Park	39.95
	Total 5670:		39.95
	Grand Totals:		9,085.63

Dated: 10/6/16

City Treasurer: Caroline Noel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/16	10/05/2016	103965	453	BayPointe Enterprises, Inc.	205-20100	2,974.82
10/16	10/05/2016	103978	2046	G & K Services, Inc.	205-20100	2.50
10/16	10/05/2016	103982	2411	Hillyard / Minneapolis	205-20100	110.74
10/16	10/05/2016	103984	2456	Housing Data Systems	901-20100	1,830.00
10/16	10/05/2016	103985	2631	Isanti County Auditor-Treasurer	205-20100	1,248.00
10/16	10/05/2016	103986	2701	Isanti Rental, Inc.	205-20100	162.80
10/16	10/05/2016	103990	3056	Lake Superior Laundry Inc.	205-20100	47.21
10/16	10/05/2016	103992	3501	Minnesota Elevator, Inc	901-20100	225.20
10/16	10/05/2016	103993	3521	Menards	901-20100	35.79
10/16	10/05/2016	104001	4386	Papco, Inc.	901-20100	597.14
10/16	10/05/2016	104005	4899	Michelle Rowe	901-20100	612.08
10/16	10/05/2016	104006	5048	Seasonal Property Services, LLC	205-20100	480.00
10/16	10/05/2016	104009	5191	SPEW Health Plan	205-20100	679.50
10/16	10/05/2016	104013	5601	TR Computer Sales LLC	901-20100	39.90
10/16	10/05/2016	104015	5670	Trusted Employees	901-20100	39.95
Grand Totals:						<u>9,085.63</u>

Vendor	Vendor Name	Description	Net Invoice Amount
555	Bertleson One Source	Maintenance Supplies - Mall	28.64
Total 555:			28.64
1661	East Central Sanitation	Trash Removal - Bridge Park	143.12
1661	East Central Sanitation	Trash Removal - 180 Buchanan St N	314.50
Total 1661:			457.62
2059	Synchrony Bank	Maint Supplies - Mall	8.49
Total 2059:			8.49
3376	Marco Technologies LLC	Camera Repair - Bridge Park	456.25
Total 3376:			456.25
3521	Menards	Materials - Bridge Park	41.62
Total 3521:			41.62
5048	Seasonal Property Services, LLC	Mowing - 100 Main St S	55.00
Total 5048:			55.00
5056	SelectAccount	Participant Fees - October	2.35
Total 5056:			2.35
5861	Walmart Community Card	Tenant Services - Bridge Park	107.76
Total 5861:			107.76
6071	Zee Medical Service	First Aid Kit Supplies	38.20
Total 6071:			38.20
Grand Totals:			1,195.93

Dated: 10/13/16

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/16	10/12/2016	104028	555	Bertleson One Source	205-20100	28.64
10/16	10/12/2016	104044	1661	East Central Sanitation	205-20100	457.62
10/16	10/12/2016	104068	3376	Marco Technologies LLC	901-20100	456.25
10/16	10/12/2016	104072	3521	Menards	901-20100	41.62
10/16	10/12/2016	104084	5048	Seasonal Property Services, LLC	205-20100	55.00
10/16	10/12/2016	104085	5056	SelectAccount	205-20100	2.35
10/16	10/12/2016	104092	2059	Synchrony Bank	205-20100	8.49
10/16	10/12/2016	104099	5861	Walmart Business/SYNCB	901-20100	107.76
10/16	10/12/2016	104102	6071	Zee Medical Service	901-20100	38.20
Grand Totals:						<u>1,195.93</u>

Vendor	Vendor Name	Description	Net Invoice Amount
165	Allina Health	Health History, Physical, Questionnaire - Bridge	130.00
	Total 165:		130.00
1716	Ehlers & Associates, Inc.	Financial Services - TIF District 6-17: 2015 Est.	322.50
	Total 1716:		322.50
1949	First Advantage	Drug Test - Bridge Park	53.00
	Total 1949:		53.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
3022	Kuehn Roof Systems Inc.	Repairs & Maint Labor - City Hall Roof	1,950.00
	Total 3022:		1,950.00
3056	Lake Superior Laundry Inc.	Mall Rugs	47.21
	Total 3056:		47.21
3108	Law Bulletin Publishing Co	Industrial & Econ Development Marketing	1,000.00
	Total 3108:		1,000.00
5801	Verizon Wireless	wireless phone service - Maintenance Dept	17.49
	Total 5801:		17.49
5909	Weight Watchers International, In	Rental Fee Refund	200.00
	Total 5909:		200.00
	Grand Totals:		3,722.70

Dated: 10/19/16City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/16	10/19/2016	104104	165	Allina Health	901-20100	130.00
10/16	10/19/2016	104117	1716	Ehlers & Associates, Inc.	205-20100	322.50
10/16	10/19/2016	104120	1949	First Advantage	901-20100	53.00
10/16	10/19/2016	104123	2046	G & K Services, Inc.	205-20100	2.50
10/16	10/19/2016	104136	3022	Kuehn Roof Systems Inc.	205-20100	1,950.00
10/16	10/19/2016	104137	3056	Lake Superior Laundry Inc.	205-20100	47.21
10/16	10/19/2016	104138	3108	Law Bulletin Publishing Co	205-20100	1,000.00
10/16	10/19/2016	104176	5801	Verizon Wireless	205-20100	17.49
10/16	10/19/2016	104181	5909	Weight Watchers International, Inc	205-20100	200.00
Grand Totals:						3,722.70



Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Lawn Applications - Bridge Park	122.00
Total 306:			122.00
969	Cardmember Service	Meals - Downtown Kick Off Meeting	14.33
969	Cardmember Service	Domain Name Renewal	114.90
Total 969:			129.23
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2986	Konica Minolta Business	BIZHUB C650 Printer/Copier - Copy Charge	39.81
Total 2986:			39.81
3521	Menards	Materials - Bridge Park	8.50
3521	Menards	Maintenance Supplies - Mall	13.89
Total 3521:			22.39
4336	Oslund Heating & Air	Winterize 105 Cypress St S	440.00
Total 4336:			440.00
Grand Totals:			755.93

Dated: 10-27-16

City Treasurer: Caroline Noel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/16	10/26/2016	104184	306	ARC Irrigation, LLC	901-20100	122.00
10/16	10/26/2016	104189	969	Cardmember Service	205-20100	129.23
10/16	10/26/2016	104199	2046	G & K Services, Inc.	205-20100	2.50
10/16	10/26/2016	104205	2986	Konica Minolta Business	901-20100	39.81
10/16	10/26/2016	104211	3521	Menards	205-20100	22.39
10/16	10/26/2016	104214	4336	Oslund Heating & Air	205-20100	440.00
Grand Totals:						755.93