
Cambridge EDA
Meeting Announcement and Agenda
TUESDAY, OCTOBER 7, 2014
EDA MEETING WILL BEGIN AFTER CITY COUNCIL MEETING ADJOURNS.
CITY COUNCIL MEETING BEGINS AT 3:00 PM.
CAMBRIDGE CITY CENTER
300 3RD AVENUE NE

Members of the audience are encouraged to follow the agenda. Copies of the agenda are on the table outside of the Council Chambers door.

If you are interested in addressing the EDA, please inform the Chair. If the item you wish to address is an agenda item, the Chair, as the presiding officer, will determine if public comment will be heard during the meeting. When addressing the EDA, please state your name, address, and the issue you wish to speak about.

AGENDA	
1.	Call to Order
2.	Approval of Agenda
3.	Consent Agenda <ul style="list-style-type: none">A. Approve September 2, 2014 EDA meeting minutes (p. 1)B. Approve Housing Division Bills – ACH & Check #16699, totaling \$58,603 (p. 3)C. Approve EDA Bills – Check #97417 to #97750, totaling \$40,346.51 (p. 9)D. Approve Draft Financial Statements (p. 23)
4.	New Business <ul style="list-style-type: none">A. Housing Supervisor Report (p. 45)B. Resident Meeting Minutes (p. 46)C. Security System Policy Discussion—Cell Phone Issues (p. 48)D. Five Year PHA Plan (p. 49)<ul style="list-style-type: none">1. Staff Presentation on 2015 Annual and Five Year PHA Plan2. Conduct Public Hearing on PHA Plan3. Approve Resolution EDA R14-011 Adopting PHA Plan
5.	Unfinished Business
6.	Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling Cambridge City Hall at 763-689-3211 at least three days prior to the meeting.

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
September 2, 2014**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Tuesday, September 2, 2014 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Lisa Iverson and EDA members Howard Lewis, Corey Bustron and Marlys Palmer

Members Absent: Vice President Chris Caulk

Others Present: Executive Director Lynda Woulfe and Finance Director Caroline Moe

Call to Order

President Iverson called the meeting to order at 5:20 pm.

Approval of Agenda

Moe added 2014 Bridge Park Garage Construction Project (A). Lewis moved, seconded by Palmer, to approve the agenda as amended. Motion carried 4/0.

Consent Agenda

Lewis moved, seconded by Bustron, to approve the consent agenda item A - H as presented:

- A. Approve August 2014 EDA meeting minutes
- B. Approve Housing Division Bills – ACH totaling \$60,691.00
- C. Approve EDA Bills – Check #97196 to #97489, totaling \$12,083.85
- D. Approve Draft July 2014 Financial Statements
- E. Approve Lease Amendment for Rum River Special Education Cooperative/District 6079 for a three-year extension
- F. Approve Lease Amendment for Isanti County Commission on Aging (Senior Enrichment Center) to add water to the list of utilities paid by Landlord
- G. Approve Housing Supervisor Report
- H. Approve proposal for Entry System Improvements

Upon call of the role, Bustron, Palmer, Lewis, and Iverson voted aye, no nays. Motion passed 4/0.

New Business

2014 Bridge Park Garage Construction Project

Moe stated Todd Lind Construction has submitted Pay Request #3 for completing the 2014 Bridge Park Garage Construction Project and the final inspection has been performed and passed. Moe stated Davis Bacon documentation and lien waivers from the sub-contractors have been received. Moe noted staff will be placing barriers to protect the garage from vehicle damage.

Bustrom moved, seconded by Lewis to approve Resolution EDA R14-010 authorizing final payment request No. 3 to Todd Lind Construction for \$12,798.84. Motion passed 4/0.

Unfinished Business

Approve Agreement for Section 8 Administration with Mora Housing & Redevelopment Authority

Moe stated at the August 4, 2014 EDA meeting, the board authorized staff to prepare an agreement for administration of Section 8 vouchers by the Mora HRA subject to final agreement by the Mora HRA Board and Cambridge EDA Board. Moe stated an agreement was prepared for the administration of the Section 8 vouchers by the Mora HRA, the attorney for the Mora HRA reviewed the agreement and minor changes were made, Attorney Soares reviewed the agreement and recommended changes were made, and the Mora HRA board approved the agreement on August 19, 2014.

Moe stated the Agreement is being presented to the Cambridge EDA Board for final approval. Moe stated after approval, staff will send a copy of the Agreement along with a copy of Board resolutions from both agencies to the Minneapolis Field Office for their final approval.

Moe stated the Cambridge EDA will work closely with Mora throughout the transition and both agencies will write a letter to Cambridge's Section 8 voucher participants and applicants informing them of the change. Moe stated they will also notify the housing authorities who have ported in families from other areas. Moe stated in December Housing Data System (HDS) will transfer the electronic files to Mora and hard copy files will be transferred by December 31st, 2014.

Moe noted the City can terminate the contract with a 90-day notice.

Lewis moved, seconded by Bustrom to approve the Administrative Service Agreement allowing Mora HRA to administer Cambridge's Section 8 Housing Choice Program and the Bridge's Program with an effective date of January 1, 2015. Motion passed 3/0 with Palmer voting nay.

Adjournment

Lewis moved, seconded by Bustrom, to adjourn the meeting at 5:26 p.m. The motion passed unanimously.

Lisa Iverson, President

ATTEST:

Lynda J. Woulfe, Executive Director

Time: 11:21:00

Check Register Detail Report

Cambridge

From: 09/01/2014 To: 09/29/2014

337119.88

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
09/01/2014	000054	Annette M. Jensen 4715.1 Hap - Occupied Unit	Payment 273.00	273.00	336,846.88	September Hap Roberts, Paula
09/01/2014	000054	Bohmer, John 4715.9 Hap - Portable Receiving	Payment 852.00	852.00	335,994.88	September Hap Brasch, Terrie L
09/01/2014	000054	Dean & Jennifer Bondeson 4715.9 Hap - Portable Receiving	Payment 1,069.00	1,069.00	334,925.88	September Hap Bobo, Shawna L
09/01/2014	000054	Brigitte Erickson 4715.1 Hap - Occupied Unit	Payment 377.00	377.00	334,548.88	September Hap White, Teresa
09/01/2014	000054	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 580.00 696.00 564.00 157.00 46.00 61.00	2,104.00	332,444.88	September Hap Johnson, Mary Jane LeCuyer, Christine J: Hap - Occupied Unit(reduced Mapson, Diane E Marohn, Gerald Meyers, Colleen J Soderquist, Roxanne
09/01/2014	000054	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 469.00	469.00	331,975.88	September Hap Lillion, Laurie A
09/01/2014	000054	Cambridge Square Associates LP 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 316.00 533.00 332.00 508.00 319.00	2,008.00	329,967.88	September Hap Erickson, James P Falvey, Deborah Longley, Christine A Puffer, Michelle Schibilla, Jamie
09/01/2014	000054	Samantha Carlson 4715.4 Hap - Utility Reimbursements	Payment 30.00	30.00	329,937.88	September Hap Carlson, Samantha
09/01/2014	000054	Chen Liu 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 555.00 553.00 457.00 555.00 580.00 976.00	3,676.00	326,261.88	September Hap Banaszak, David Nyreen, Rebecca A Paquette, JoAnn Radke, Suzanne Schaefer, Mike E Troupe, Michael E
09/01/2014	000054	David Cobb 4715.9 Hap - Portable Receiving	Payment 613.00	613.00	325,648.88	September Hap Taylor, Alice H
09/01/2014	000054	Leah Degerstrom 4715.4 Hap - Utility Reimbursements	Payment 66.00	66.00	325,582.88	September Hap Degerstrom, Leah
09/01/2014	000054	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 416.00	416.00	325,166.88	September Hap Fischer, Cheryl A
09/01/2014	000054	First Avenue Apartments LLC	Payment	1,086.00	324,080.88	September Hap

Time: 11:21:00

Check Register Detail Report

Cambridge

From: 09/01/2014 To: 09/29/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.9 Hap - Portable Receiving		549.00		Eickstadt, Cheryl
		4715.9 Hap - Portable Receiving		537.00		Grabau, Jill
09/01/2014	000054	Elmer D. Harp	Payment	774.00	323,306.88	September Hap
		4715.9 Hap - Portable Receiving		774.00		Hart, Beth L
09/01/2014	000054	ELMSUN LLC	Payment	1,076.00	322,230.88	September Hap
		4715.1 Hap - Occupied Unit		538.00		Pittman, Cheryl
		4715.1 Hap - Occupied Unit		538.00		Zentic, Scott
09/01/2014	000054	Erlandson - Nelson Construction	Payment	542.00	321,688.88	September Hap
		4715.1 Hap - Occupied Unit		542.00		Linda, Robin
09/01/2014	000054	FYP PROPERTIES	Payment	220.00	321,468.88	September Hap
		4715.9 Hap - Portable Receiving		220.00		Dodge, Rita
09/01/2014	000054	Robert Giffin	Payment	703.00	320,765.88	September Hap
		4715.1 Hap - Occupied Unit		703.00		Giffin, Tammie
09/01/2014	000054	Hanson Properties	Payment	277.00	320,488.88	September Hap
		4715.1 Hap - Occupied Unit		277.00		Hanson, Henry P
09/01/2014	000054	Haven Properties	Payment	316.00	320,172.88	September Hap
		4715.9 Hap - Portable Receiving		316.00		Stroh, Kevin
09/01/2014	000054	Isanti Housing Associates LP	Payment	1,492.00	318,680.88	September Hap
		4715.1 Hap - Occupied Unit		384.00		Alexander, Cindy S
		4715.9 Hap - Portable Receiving		202.00		Havener, Thomas Clifford
		4715.1 Hap - Occupied Unit		364.00		Pastorius, Shyla Marie
		4715.9 Hap - Portable Receiving		542.00		Washington, Katherine L
09/01/2014	000054	Isanti Village Apartments	Payment	892.00	317,788.88	September Hap
		4715.1 Hap - Occupied Unit		426.00		Junglen, Eunice M
		4715.1 Hap - Occupied Unit		466.00		Tews, Jackie
09/01/2014	000054	Jay M. Winger	Payment	552.00	317,236.88	September Hap
		4715.1 Hap - Occupied Unit		552.00		Parris, Paula
09/01/2014	000054	Jeff Halverson	Payment	631.00	316,605.88	September Hap
		4715.9 Hap - Portable Receiving		631.00		Liberte, Ore'a Lareal
09/01/2014	000054	Kathryn Dahlberg	Payment	725.00	315,880.88	September Hap
		4715.1 Hap - Occupied Unit		725.00		Carlson, Samantha
09/01/2014	000054	Kestrel Meadows Townhomes	Payment	1,249.00	314,631.88	September Hap
		4715.9 Hap - Portable Receiving		654.00		Dickinson, Kelli R
		4715.9 Hap - Portable Receiving		595.00		Trader, Amanda Joy
09/01/2014	000054	Tami R. Kullmann	Payment	21.00	314,610.88	September Hap
		4715.4 Hap - Utility Reimbursments		21.00		Kullmann, Tami R
09/01/2014	000054	Christine J. LeCuyer	Payment	31.00	314,579.88	September Hap

Time: 11:21:00

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Cambridge

From: 09/01/2014 To: 09/29/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
09/01/2014	000054	Brian Leet 4715.9 Hap - Portable Receiving	Payment 380.00	380.00	314,199.88	September Hap Weber, Kathleen A
09/01/2014	000054	Legacy Townhomes 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 920.00 666.00 513.00	2,099.00	312,100.88	September Hap Degerstrom, Leah Parent, Cheri C Schedlbauer, Jennifer
09/01/2014	000054	Janet Nielsen 4715.1 Hap - Occupied Unit	Payment 800.00	800.00	311,300.88	September Hap Kullmann, Tami R
09/01/2014	000054	Lindstrom Parkview Assoc. 4715.9 Hap - Portable Receiving	Payment 296.00	296.00	311,004.88	September Hap Etchason, Paul
09/01/2014	000054	Mann, Cheryl 4715.1 Hap - Occupied Unit	Payment 550.00	550.00	310,454.88	September Hap Witkowski, Michelle N
09/01/2014	000054	Meadows Edge MN L Partnership 4715.9 Hap - Portable Receiving	Payment 37.00	37.00	310,417.88	September Hap Greenwood, Thomas J
09/01/2014	000054	Mike Munsinger 4715.9 Hap - Portable Receiving	Payment 738.00	738.00	309,679.88	September Hap Wells, Sheri A
09/01/2014	000054	Allen Moulton 4715.1 Hap - Occupied Unit	Payment 523.00	523.00	309,156.88	September Hap Thompson, Marilyn J
09/01/2014	000054	Multi-Investments, LLC 4715.1 Hap - Occupied Unit	Payment 344.00	344.00	308,812.88	September Hap Anderson, Debra
09/01/2014	000054	Loral Myers 4715.1 Hap - Occupied Unit	Payment 278.00	278.00	308,534.88	September Hap Myers, Kyle C
09/01/2014	000054	Normandy Townhomes Limited 4715.9 Hap - Portable Receiving 4715.9 Hap - Portable Receiving 4715.9 Hap - Portable Receiving	Payment 323.00 184.00 334.00	841.00	307,693.88	September Hap Matchinsky, Robert T Shelby, Angela R Swanson, Kathleen A
09/01/2014	000054	North Branch Senior Housing 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 227.00 196.00 237.00	660.00	307,033.88	September Hap Castillo, Sharon Fisk, Dolores M Kalberg, Annette
09/01/2014	000054	Northern Management 4715.9 Hap - Portable Receiving	Payment 444.00	444.00	306,589.88	September Hap Zieske, Robyn
09/01/2014	000054	Oakhurst Apartments 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 354.00 354.00	708.00	305,881.88	September Hap Benson, Tracy E Wenell, Russell
09/01/2014	000054	Oakridge Apartments 4715.9 Hap - Portable Receiving	Payment 664.00	664.00	305,217.88	September Hap Goertzen, Diane

Time: 11:21:00

Check Register Detail Report

Cambridge

From: 09/01/2014 To: 09/29/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
09/01/2014	000054	Oakview Terrace Townhomes	Payment	2,358.00	302,859.88	September Hap
		4715.1 Hap - Occupied Unit	485.00			Bylander, Richard S
		4715.1 Hap - Occupied Unit	655.00			Cole, Barbara
		4715.9 Hap - Portable Receiving	638.00			Rosenberg, Gwen M
		4715.9 Hap - Portable Receiving	580.00			Tipton, Mariesa A
09/01/2014	000054	Peter Maus	Payment	953.00	301,906.88	September Hap
		4715.9 Hap - Portable Receiving	953.00			Parrott, Gina M
09/01/2014	000054	PK Investment Properties, LLC	Payment	312.00	301,594.88	September Hap
		4715.1 Hap - Occupied Unit	312.00			Branville, Roger
09/01/2014	000054	Randall Propp	Payment	436.00	301,158.88	September Hap
		4715.1 Hap - Occupied Unit	436.00			Nelson, Valerie J
09/01/2014	000054	Robert Blaisdell-Blaisdell ENT	Payment	591.00	300,567.88	September Hap
		4715.9 Hap - Portable Receiving	591.00			Luck, Jennifer Lee
09/01/2014	000054	Robert Mattson	Payment	915.00	299,652.88	September Hap
		4715.1 Hap - Occupied Unit	915.00			Good, Katherine
09/01/2014	000054	Robert & Linnea Steman	Payment	541.00	299,111.88	September Hap
		4715.9 Hap - Portable Receiving	541.00			Lake, Ruth
09/01/2014	000054	Schaefer Rentals	Payment	942.00	298,169.88	September Hap
		4715.9 Hap - Portable Receiving	942.00			Butenhoff, Bradley
09/01/2014	000054	Ordeen Splittstoser	Payment	774.00	297,395.88	September Hap
		4715.9 Hap - Portable Receiving	247.00			Bazey, Jeanne E
		4715.1 Hap - Occupied Unit	527.00			Young, Marrietta L: Hap - Occupied Unit
09/01/2014	000054	Steve Baker	Payment	845.00	296,550.88	September Hap
		4715.9 Hap - Portable Receiving	845.00			Rogalski, Lisa E
09/01/2014	000054	Paul & Bethany Stiles	Payment	665.00	295,885.88	September Hap
		4715.1 Hap - Occupied Unit	665.00			Fust, Jill
09/01/2014	000054	Sunrise Court Apartments	Payment	1,546.00	294,339.88	September Hap
		4715.9 Hap - Portable Receiving	498.00			Johnson, Richard D
		4715.1 Hap - Occupied Unit	480.00			Kubes, Kevin P
		4715.1 Hap - Occupied Unit	568.00			Simons, Lori J
09/01/2014	000054	Taylor Falls Villas	Payment	463.00	293,876.88	September Hap
		4715.9 Hap - Portable Receiving	463.00			Jackson, Susan
09/01/2014	000054	Tower Terrace Limited Partnership	Payment	2,948.00	290,928.88	September Hap
		4715.9 Hap - Portable Receiving	573.00			Black, Twyla Pauline
		4715.1 Hap - Occupied Unit	273.00			Dmytryszyn, Chad J
		4715.9 Hap - Portable Receiving	554.00			Holland, Kathleen
		4715.9 Hap - Portable Receiving	551.00			Jenson, Cheryl
		4715.9 Hap - Portable Receiving	570.00			Koenig, Lance L

Time: 11:21:00

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Cambridge

From: 09/01/2014 To: 09/29/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.9 Hap - Portable Receiving		427.00		Rohr, Russell
09/01/2014	000054	Wayne Knutson	Payment	589.00	290,339.88	September Hap
		4715.9 Hap - Portable Receiving		589.00		Mollinedo, Nancy
09/01/2014	000054	Wyoming Phase 1	Payment	1,013.00	289,326.88	September Hap
		4715.1 Hap - Occupied Unit		574.00		Grundhauser, Patrice
		4715.9 Hap - Portable Receiving		439.00		Rafel, Kathy
09/01/2014	000054	Wyoming Phase 2	Payment	1,342.00	287,984.88	September Hap
		4715.9 Hap - Portable Receiving		438.00		Burston, Melissa
		4715.1 Hap - Occupied Unit		549.00		Darveaux, Linda
		4715.1 Hap - Occupied Unit		296.00		Dillon, Tracey
		4715.9 Hap - Portable Receiving		59.00		Harrington, Tina M
09/01/2014	000055	Aaron Jordan	Payment	317.00	287,667.88	September Hap
		4715.1 Hap - Occupied Unit		317.00		Aadland, Ashley
09/01/2014	000055	Bungalows of Chisago LLC	Payment	920.00	286,747.88	September Hap
		4715.1 Hap - Occupied Unit		528.00		Cross, Grace
		4715.1 Hap - Occupied Unit		392.00		Willms, Monica
09/01/2014	000055	Calhoun Apartments	Payment	617.00	286,130.88	September Hap
		4715.1 Hap - Occupied Unit		291.00		Arneberg, Danielle M
		4715.1 Hap - Occupied Unit		326.00		Lessman, Bobbie
09/01/2014	000055	Calhoun Apartments	Payment	329.00	285,801.88	September Hap
		4715.1 Hap - Occupied Unit		329.00		Deiman, Antoinette
09/01/2014	000055	Chen Liu	Payment	2,084.00	283,717.88	September Hap
		4715.1 Hap - Occupied Unit		340.00		Paquette, Laurie
		4715.1 Hap - Occupied Unit		447.00		Schug, Brenda Kay
		4715.1 Hap - Occupied Unit		276.00		Schulz, Cynthia J
		4715.1 Hap - Occupied Unit		604.00		Voss, Breana
		4715.1 Hap - Occupied Unit		417.00		Weigel, Collin W
09/01/2014	000055	DJ Properties of Stanchfield, LLC	Payment	664.00	283,053.88	September Hap
		4715.1 Hap - Occupied Unit		664.00		Nicholas, Judith Evelyn
09/01/2014	000055	Dudley Peno	Payment	623.00	282,430.88	September Hap
		4715.1 Hap - Occupied Unit		623.00		Mains, Kimberly A
09/01/2014	000055	Eliot Avenue Apartments LLC	Payment	109.00	282,321.88	September Hap
		4715.1 Hap - Occupied Unit		109.00		Erickson, Todd
09/01/2014	000055	Isanti Housing Associates LP	Payment	531.00	281,790.88	September Hap
		4715.1 Hap - Occupied Unit		531.00		Johnston, Shaylee
09/01/2014	000055	John Maher	Payment	198.00	281,592.88	September Hap
		4715.1 Hap - Occupied Unit		198.00		Diers, Scott A
09/01/2014	000055	Kestrel Meadows Townhomes	Payment	530.00	281,062.88	September Hap

Time: 11:21:00

Check Register Detail Report

Cambridge

From: 09/01/2014 To: 09/29/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.1 Hap - Occupied Unit		530.00		Barrett, Christy
09/01/2014	000055	Ramon Salgado	Payment	237.00	280,825.88	September Hap
		4715.1 Hap - Occupied Unit		237.00		Walkama, Danielle K
09/01/2014	000055	Richard Berget	Payment	167.00	280,658.88	September Hap
		4715.1 Hap - Occupied Unit		167.00		Tschida, Joyce
09/01/2014	000055	Sunrise Court Apartments	Payment	176.00	280,482.88	September Hap
		4715.1 Hap - Occupied Unit		176.00		Mullens, Darice R
09/01/2014	000055	Franconia Associates	Payment	224.00	280,258.88	September Hap
		4715.1 Hap - Occupied Unit		224.00		Wallace, Lynnell
09/01/2014	000055	Tim Rahey Jr	Payment	401.00	279,857.88	September Hap
		4715.1 Hap - Occupied Unit		401.00		Kovacs, Gail
09/01/2014	000055	Thomas Hinz	Payment	690.00	279,167.88	September Hap
		4715.1 Hap - Occupied Unit		690.00		Renspe, Alicia M
09/01/2014	000055	William Francisco	Payment	323.00	278,844.88	September Hap
		4715.1 Hap - Occupied Unit		323.00		Griffin, Deena M
09/09/2014	016698	Twyla Black	Payment	328.00	278,516.88	September Hap
		4715.9 Hap - Portable Receiving		234.00		Black, Twyla Pauline: Hap - Portable Receiving(Reimb
		4715.94 Urp - Portable Receiving		94.00		Black, Twyla Pauline: Urp - Portable Receiving
09/09/2014	016698	**VOID** Twyla Black	Payment	(328.00)	278,844.88	September Hap
		4715.9 Hap - Portable Receiving	(234.00)		Black, Twyla Pauline: Hap - Portable Receiving(Reimb
		4715.94 Urp - Portable Receiving	(94.00)		Black, Twyla Pauline: Urp - Portable Receiving
		Void Refer 016698				
09/09/2014	016699	Twyla Black	Payment	328.00	278,516.88	September Hap
		4715.9 Hap - Portable Receiving		234.00		Black, Twyla Pauline: Hap - Portable Receiving (Reim
		4715.94 Urp - Portable Receiving		94.00		Black, Twyla Pauline: Urp - Portable Receiving (Augu

58607 total disbursements Sept 2014

<p>CAMBRIDGE EDA MEETING</p> <p>October 6, 2014</p> <p>BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>	
Prepaid Checks	8/27/2014	97417 - 97431	1,607.49	
Prepaid Checks	9/2/2014	97471 - 97508	19,405.52	
Prepaid Checks	9/3/2014	97512	12,798.84	
Prepaid Checks	9/11/2014	97537 - 97621	3,861.63	
Prepaid Checks	9/17/2014	97636 - 97663	1,403.36	
Prepaid Checks	9/24/2014	97708 - 97750	1,269.67	
		Prepaid Totals	<hr/> <u>40,346.51</u>	
TOTAL SUBMITTED FOR APPROVAL			<table border="1"><tr><td style="text-align: center;">\$40,346.51</td></tr></table>	\$40,346.51
\$40,346.51				

Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
969	Cardmember Service	Flowers - Gardens City Center Mall	104.99
Total 969			104.99
2046	G & K Services, Inc.	Uniform Rental	2.50
Total 2046			2.50
3108	Law Bulletin Publishing Co	MN Hotel & Hospitality Conference - S. Gusta	1,500.00
Total 3108			1,500.00

Total Paid: -
 Total Unpaid: 1,607.49
 Grand Total: 1,607.49

Dated: 8/27/14

City Treasurer: Caroline Muel

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/14	08/27/2014	97417	969	Cardmember Service	205-20100	104.99
08/14	08/27/2014	97426	2046	G & K Services, Inc.	205-20100	2.50
08/14	08/27/2014	97431	3108	Law Bulletin Publishing Co	205-20100	1,500.00
Totals:						<u>1,607.49</u>

Report Criteria:
 Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
535	Berens Seal Coating & Striping	Sealcoat City Hall	17,788.00
Total 535			17,788.00
1608	Dunn, Rose	Hearing Officer Mileage	28.00
Total 1608			28.00
3006	Kramer Mechanical Plumbing	Repair Leak on Water Heater - Bridge Park Ap	522.15
Total 3006			522.15
3521	Menards	Misc Operating Supplies - Bridge Park	16.10
		Misc Operating Supplies - Bridge Park	9.76
		Misc Operating Supplies - Bridge Park	6.47
		Misc Operating Supplies - Bridge Park	42.15
Total 3521			74.48
3699	Minnesota Housing Finance	Revenue Recapture Refund to MHFA	805.83
Total 3699			805.83
4211	Northland Fire Protection	Service Maint of Fire Extinguishers - Mall Are	113.85
Total 4211			113.85
5401	Target Bank	Tenant Services	56.89
Total 5401			56.89
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
Total 5801			16.32

Total Paid: -
 Total Unpaid: 19,405.52
 Grand Total: 19,405.52

Dated: 9/2/14

City Treasurer: Caroline Dwe

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/02/2014	97471	535	Berens Seal Coating & Striping	205-20100	17,788.00
09/14	09/02/2014	97478	1608	Dunn, Rose	902-20100	28.00
09/14	09/02/2014	97491	3006	Kramer Mechanical Plumbing	901-20100	522.15
09/14	09/02/2014	97495	3521	Menards	901-20100	74.48
09/14	09/02/2014	97496	3699	Minnesota Housing Finance	903-20100	805.83
09/14	09/02/2014	97498	4211	Northland Fire Protection	205-20100	113.85
09/14	09/02/2014	97504	5401	Target Bank	901-20100	56.89
09/14	09/02/2014	97508	5801	Verizon Wireless	205-20100	16.32
Totals:						19,405.52

Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
5567	Todd Lind Construction	Bridge Park Garage - Draw #3 Const. in Prog	12,798.84
Total 5567			12,798.84

Total Paid: -
Total Unpaid: 12,798.84
Grand Total: 12,798.84

Dated: 9/4/14

City Treasurer: Caroline Moe

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/03/2014	97512	5567	Todd Lind Construction	901-20100	12,798.84
Totals:						<u>12,798.84</u>

Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
1681	ECM Publishers, Inc.	Advertising - Bridge Park Apts	37.63
Total 1681			37.63
2046	G & K Services, Inc.	Uniform Rental	2.50
		Uniform Rental	2.50
Total 2046			5.00
2411	Hillyard Inc. - Minneapolis	Multifold Towels & Toilet Tissue	35.84
Total 2411			35.84
3501	MEI Total Elevator Solutions	September Service Billing	212.53
Total 3501			212.53
3521	Menards	Materials - Operating Supplies - Bridge Park	54.90
		Materials - Operating Supplies - Bridge Park	9.98
		Materials - Operating Supplies - Bridge Park	45.57
		Repair & Maint - Mall	16.99
		Materials - Operating Supplies - Bridge Park	19.63
Total 3521			147.07
4011	NAC Mechanical & Electrical	Condenser Coil Cleaner - Workforce Center	486.58
Total 4011			486.58
4221	Northland Landscape Nursery	Mulch	106.00
		Mulch	53.00
Total 4221			159.00
5056	SelectAccount	Participant Fees - September	2.35
		Participant Fees - September	3.53
		Participant Fees - September	1.17
Total 5056			7.05
5191	SPEW Health Plan	Health Insurance Premium - October	616.50
		Health Insurance Premium - October	924.75
		Health Insurance Premium - October	308.25
		Health Insurance Premium - October	308.25
Total 5191			2,157.75
5601	TR Computer Sales LLC	Help Desk Support	15.62
		Help Desk Support	15.63
Total 5601			31.25
5836	Vintage Lock -Michael Granlund	Keys	15.00
		Misc Operating Supplies - Bridge Park	175.00

Vendor	Vendor Name	Description	Net Inv Amt
Total 5836			190.00
5861	Walmart Business Community	Materials-Operating Supplies - Bridge Park	47.84
		Materials-Operating Supplies - Bridge Park	37.73
Total 5861			85.57
5996	Windstream	Telephone Service - Bridge Park Apts	103.97
		Telephone Service - Bridge Park Apts	103.97
		Telephone Service - Mall	98.42
Total 5996			306.36

Total Paid: -
 Total Unpaid: 3,861.63
 Grand Total: 3,861.63

Dated: 9/11/14

City Treasurer: Caroline Mre

Report Criteria:
 Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/11/2014	97537	1681	ECM Publishers, Inc.	901-20100	37.63
09/14	09/11/2014	97543	2046	G & K Services, Inc.	205-20100	5.00
09/14	09/11/2014	97552	2411	Hillyard Inc. - Minneapolis	205-20100	35.84
09/14	09/11/2014	97576	3501	MEI Total Elevator Solutions	901-20100	212.53
09/14	09/11/2014	97578	3521	Menards	901-20100	147.07
09/14	09/11/2014	97581	4011	NAC Mechanical & Electrical	205-20100	486.58
09/14	09/11/2014	97585	4221	Northland Landscape Nursery	205-20100	159.00
09/14	09/11/2014	97598	5056	SelectAccount	205-20100	7.05
09/14	09/11/2014	97602	5191	SPEW Health Plan	205-20100	2,157.75
09/14	09/11/2014	97611	5601	TR Computer Sales LLC	901-20100	31.25
09/14	09/11/2014	97616	5836	Vintage Lock -Michael Granlund	901-20100	190.00
09/14	09/11/2014	97617	5861	Walmart Business Community	901-20100	85.57
09/14	09/11/2014	97621	5996	Windstream	902-20100	306.36
Totals:						<u>3,861.63</u>

Report Criteria:
 Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
1608	Dunn, Rose	Hearing Officer Mileage	28.00
Total 1608			28.00
1661	East Central Sanitation	Garbage Pickup - Bridge Park	177.69
		Garbage Pickup-180 Buchanan St	314.50
Total 1661			492.19
2046	G & K Services, Inc.	Uniform Rental	2.50
Total 2046			2.50
2540	Indigo Signworks, Inc	Street Banners for Downtown	753.75
Total 2540			753.75
3376	Marco, Inc	DVR Issues - Bridge Park	49.50
Total 3376			49.50
3521	Menards	Repair & Maint - Mall	36.42
Total 3521			36.42
4046	National Notary Association	Minnesota Notary Commission - M. Fromm	20.50
		Minnesota Notary Commission - M. Fromm	20.50
Total 4046			41.00

Total Paid: -
 Total Unpaid: 1,403.36
 Grand Total: 1,403.36

Dated: 9/17/14

City Treasurer: Carolene Mire

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/17/2014	97636	1608	Dunn, Rose	902-20100	28.00
09/14	09/17/2014	97638	1661	East Central Sanitation	901-20100	492.19
09/14	09/17/2014	97643	2046	G & K Services, Inc.	205-20100	2.50
09/14	09/17/2014	97648	2540	Indigo Signworks, Inc	205-20100	753.75
09/14	09/17/2014	97655	3376	Marco, Inc	901-20100	49.50
09/14	09/17/2014	97657	3521	Menards	205-20100	36.42
09/14	09/17/2014	97663	4046	National Notary Association	901-20100	41.00
Totals:						<u>1,403.36</u>

Report Criteria:
 Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
2046	G & K Services, Inc.	Uniform Rental	2.50
Total 2046			2.50
2986	Konica Minolta Business	BIZHUB C650 Printer/Copier - Copy Charge	64.32
		BIZHUB C650 Printer/Copier - Copy Charge	64.31
Total 2986			128.63
3521	Menards	Repair & Maint - Mall	13.44 -
		Repair & Maint - Mall	25.74
Total 3521			12.30
4011	NAC Mechanical & Electrical	Rooftop Unit - Mall	1,080.44
Total 4011			1,080.44
5401	Target Bank	Materials Operating Supplies	29.48
Total 5401			29.48
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
Total 5801			16.32

Total Paid: -
 Total Unpaid: 1,269.67
 Grand Total: 1,269.67

Dated: 9/24/14

City Treasurer: Caroline Noel

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/24/2014	97708	2046	G & K Services, Inc.	205-20100	2.50
09/14	09/24/2014	97721	2986	Konica Minolta Business	901-20100	128.63
09/14	09/24/2014	97727	3521	Menards	205-20100	12.30
09/14	09/24/2014	97732	4011	NAC Mechanical & Electrical	205-20100	1,080.44
09/14	09/24/2014	97743	5401	Target Bank	901-20100	29.48
09/14	09/24/2014	97750	5801	Verizon Wireless	205-20100	16.32
Totals:						<u>1,269.67</u>

Prepared by: Caroline Moe, Director of Finance

Monthly Financial Report

Attached for your review is the Draft Monthly Financial Report for the eight months ended August 31, 2014. Included in the Monthly Financial Report is the following component:

Special Revenue Funds:

Housing Division Financial Statements

EDA Admin Fund– 2014 Amended budget Compared to Actual

EDA Board Action Requested

1. NONE REQUIRED - For discussion only.

CITY OF CAMBRIDGE

BALANCE SHEET
AUGUST 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10100	CASH AND INVESTMENTS	(9,149.25)	
901-10102	INVESTMENTS--PBC	315,012.47	
901-10103	INVESTMENTS-MINNCO	16,272.68	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	180,476.36	
901-11500	ACCOUNTS RECEIVABLE-TENANT	75.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	556,187.78	
901-16250	BUILDING IMPROVEMENTS	1,062,039.93	
901-16300	SITE IMPROVEMENTS	172,180.46	
901-16350	NON-DWELLING STRUCTURES	86,400.33	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	102,485.44	
901-16450	FURN, EQUIP, MACH-ADMIN	142,082.79	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,809,839.81)	
901-16500	CONSTRUCTION IN PROGRESS	23,230.36	
	TOTAL ASSETS		<u>971,496.91</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,849.87	
901-21650	ACCRUED VACATION & SICK PAY	38,845.52	
901-22600	TENANT SECURITY DEPOSITS	21,848.56	
	TOTAL LIABILITIES		62,543.95

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	574,945.21	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA REVENUE OVER EXPENDITURES - YTD	(227,249.46) 32,451.98	
	TOTAL FUND EQUITY		<u>908,952.96</u>
	TOTAL LIABILITIES AND EQUITY		<u>971,496.91</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	70,000.00	70,000.00	49,994.00	20,006.00	71.42	69,939.00
TOTAL INTERGOVERNMENTAL REVENUES	70,000.00	70,000.00	49,994.00	20,006.00	71.42	69,939.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	71.00	71.00	20.00	51.00	28.17	.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	1,092.80	407.20	72.85	2,078.96
TOTAL INTEREST & MISC INCOME	1,571.00	1,571.00	1,112.80	458.20	70.83	2,078.96
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	150,000.00	150,000.00	98,171.89	51,828.11	65.45	148,053.06
901-37221 LAUNDRY INCOME BRIDGE PARK	7,000.00	7,000.00	4,255.50	2,744.50	60.79	7,603.00
TOTAL RENTAL INCOME	157,000.00	157,000.00	102,427.39	54,572.61	65.24	155,656.06
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL OTHER FINANCING SOURCES	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL FUND REVENUE	281,333.00	281,333.00	153,534.19	127,798.81	54.57	254,883.09

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT ADMINISTRATION						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	31,048.00	31,048.00	18,499.64 (12,548.36)	59.58	31,222.12
901-49500-112 EDA HOUSING BOARD PAY	2,100.00	2,100.00	980.00 (1,120.00)	46.67	2,100.00
901-49500-121 PERA (EMPLOYER)	2,251.00	2,251.00	1,341.30 (909.70)	59.59	2,191.70
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	1,490.16 (884.84)	62.74	2,473.14
901-49500-131 MEDICAL/LIFE/DENTAL	52.00	52.00	11.52 (40.48)	22.15	22.68
901-49500-151 WORKERS' COMPENSATION PREMIUMS	266.00	266.00	106.10 (159.90)	39.89	158.36
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	1,329.65 (170.35)	88.64	1,198.02
901-49500-304 LEGAL FEES	250.00	250.00	.00 (250.00)	.00	16.40
901-49500-306 AUDITING	3,000.00	3,000.00	3,000.00	.00	100.00	2,400.00
901-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
901-49500-321 TELEPHONE EXPENSE	2,200.00	2,200.00	906.15 (1,293.85)	41.19	1,920.47
901-49500-322 POSTAGE	800.00	800.00	164.50 (635.50)	20.56	488.70
901-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	51.07 (398.93)	11.35	231.25
901-49500-340 ADVERTISING	100.00	100.00	62.23 (37.77)	62.23	70.70
901-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00 (1,500.00)	.00	1,427.50
901-49500-413 RENTALS - OFFICE EQUIPMENT	1,500.00	1,500.00	431.67 (1,068.33)	28.78	246.58
901-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	350.00 (1,000.00)	25.93	644.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00 (500.00)	.00	496.48
TOTAL LOW RENT ADMINISTRATION	51,242.00	51,242.00	29,161.99 (22,080.01)	56.91	47,308.10
LOW RENT TENANT SERVICES						
901-49600-210 REC, PUB & OTHER SERVICES	200.00	200.00	(1,099.47)	(1,299.47)	(549.74)	1,009.51
TOTAL LOW RENT TENANT SERVICES	200.00	200.00	(1,099.47)	(1,299.47)	(549.74)	1,009.51

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT MAINTENANCE						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	38,645.00	38,645.00	25,270.79	(13,374.21)	65.39	38,209.17
901-49700-121 PERA (EMPLOYER)	2,802.00	2,802.00	1,832.14	(969.86)	65.39	2,770.05
901-49700-122 FICA/MEDICARE (EMPLOYER)	2,956.00	2,956.00	1,883.43	(1,072.57)	63.72	2,848.59
901-49700-131 MEDICAL/DENTAL/LIFE	9,644.00	9,644.00	7,943.98	(1,700.02)	82.37	8,449.27
901-49700-133 DEDUCTIBLE CONTRIBUTION	825.00	825.00	728.92	(96.08)	88.35	825.01
901-49700-151 WORKERS' COMPENSATION PREMIUMS	2,245.00	2,245.00	1,054.61	(1,190.39)	46.98	1,294.35
901-49700-154 HRA/FLEX FEES	.00	.00	38.20	38.20	.00	.00
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	1,718.92	(2,681.08)	39.07	3,471.97
901-49700-212 FUEL PURCHASE	200.00	200.00	62.24	(137.76)	31.12	105.08
901-49700-304 CONTRACT COSTS	11,036.00	11,036.00	9,801.48	(1,234.52)	88.81	11,863.49
901-49700-360 INSURANCE AND BONDS	15,000.00	15,000.00	9,149.25	(5,850.75)	61.00	14,662.00
901-49700-370 PAYMENT IN LIEU OF TAXES	11,100.00	11,100.00	.00	(11,100.00)	.00	11,648.00
901-49700-381 ELECTRIC UTILITIES	35,700.00	35,700.00	18,348.00	(17,352.00)	51.39	31,221.00
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	5,394.24	(4,605.76)	53.94	8,145.39
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	4,829.82	(1,170.18)	80.50	6,453.77
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	1,252.14	(847.86)	59.63	2,047.08
901-49700-420 DEPRECIATION EXPENSE	70,000.00	70,000.00	.00	(70,000.00)	.00	46,989.02
901-49700-430 MISCELLANEOUS & GENERAL EXP	238.00	238.00	3.53	(234.47)	1.48	120.00
901-49700-489 OTHER CONTRACTED SERVICES	.00	.00	.00	.00	.00	212.53
901-49700-501 REPLACEMENT OF EQUIPMENT	7,000.00	7,000.00	.00	(7,000.00)	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	.00	.00	3,708.00	3,708.00	.00	6,806.92
TOTAL LOW RENT MAINTENANCE	229,891.00	229,891.00	93,019.69	(136,871.31)	40.46	198,142.69
TOTAL FUND EXPENDITURES	281,333.00	281,333.00	121,082.21	(160,250.79)	43.04	246,460.30
NET REVENUES OVER EXPENDITURES	.00	.00	32,451.98	288,049.80		

CITY OF CAMBRIDGE

BALANCE SHEET
AUGUST 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	50,203.98	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		<u>50,203.98</u>

LIABILITIES AND EQUITY

LIABILITIES

902-20100	AP ALLOCATED TO OTHER FUNDS	<u>455.85</u>	
	TOTAL LIABILITIES		455.85

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	45,369.47	
	REVENUE OVER EXPENDITURES - YTD	<u>4,378.66</u>	
	TOTAL FUND EQUITY		<u>49,748.13</u>
	TOTAL LIABILITIES AND EQUITY		<u>50,203.98</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	45,374.00	45,374.00	27,168.00	18,206.00	59.88	35,384.00
TOTAL INTERGOVERNMENTAL REVENUES	45,374.00	45,374.00	27,168.00	18,206.00	59.88	35,384.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	17,374.00	17,374.00	16,717.97	656.03	96.22	24,955.15
902-35100 FRAUD RECOVERY INCOME	.00	.00	923.00 (923.00)	.00	931.50
TOTAL RENTAL INCOME	17,374.00	17,374.00	17,640.97 (266.97)	101.54	25,886.65
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	33.38 (33.38)	.00	52.71
TOTAL INTEREST	.00	.00	33.38 (33.38)	.00	52.71
<u>OTHER FINANCING SOURCES</u>						
902-39203 TRANSFERS FROM OTHER FUNDS	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL OTHER FINANCING SOURCES	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL FUND REVENUE	67,448.00	67,448.00	44,842.35	22,605.65	66.48	61,323.36

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 ADMINISTRATIVE						
902-49500-101 ADMIN FULL-TIME EMP - REGULAR	29,202.00	29,202.00	18,499.57 (10,702.43)	63.35	30,489.89
902-49500-121 PERA (EMPLOYER)	2,117.00	2,117.00	1,341.13 (775.87)	63.35	2,191.62
902-49500-122 FICA/MEDICARE (EMPLOYER)	2,234.00	2,234.00	1,415.23 (818.77)	63.35	2,312.52
902-49500-131 MEDICAL/DENTAL/LIFE	52.00	52.00	11.52 (40.48)	22.15	22.68
902-49500-151 WORKERS' COMPENSATION PREMIUMS	267.00	267.00	106.11 (160.89)	39.74	158.35
902-49500-201 OFFICE SUPPLIES	1,500.00	1,500.00	1,329.66 (170.34)	88.64	1,026.43
902-49500-304 LEGAL FEES	250.00	250.00	15.63 (234.37)	6.25	50.00
902-49500-306 AUDIT FEES	3,000.00	3,000.00	3,000.00	.00	100.00	2,400.00
902-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
902-49500-321 TELEPHONE	2,200.00	2,200.00	906.15 (1,293.85)	41.19	1,920.42
902-49500-322 POSTAGE	800.00	800.00	164.50 (635.50)	20.56	506.22
902-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	498.40	48.40	110.76	758.03
902-49500-340 ADVERTISING	188.00	188.00	24.60 (163.40)	13.09	110.70
902-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00 (1,500.00)	.00	1,427.50
902-49500-413 RENTALS - OFFICE EQUIPMENT	3,000.00	3,000.00	431.68 (2,568.32)	14.39	246.59
902-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	250.00 (1,100.00)	18.52	622.50
902-49500-440 STAFF TRAINING	300.00	300.00	.00 (300.00)	.00	300.00
TOTAL SECT 8 ADMINISTRATIVE	48,410.00	48,410.00	28,432.18 (19,977.82)	58.73	44,543.45
SECT 8 MAINTENANCE						
902-49700-101 INSPECT FULL-TIME EMP- REGULAR	12,882.00	12,882.00	8,423.61 (4,458.39)	65.39	12,736.43
902-49700-121 PERA (EMPLOYER)	934.00	934.00	610.69 (323.31)	65.38	923.49
902-49700-122 FICA/MEDICARE (EMPLOYER)	985.00	985.00	627.84 (357.16)	63.74	949.45
902-49700-131 MEDICAL/DENTAL/LIFE	3,215.00	3,215.00	2,937.36 (277.64)	91.36	3,249.54
902-49700-133 INSURANCE DEDUCTIBLE	275.00	275.00	242.97 (32.03)	88.35	274.99
902-49700-151 WORKERS' COMPENSATION PREMIUMS	747.00	747.00	351.53 (395.47)	47.06	432.52
902-49700-154 HRA/FLEX FEES	.00	.00	13.87	13.87	.00	.00
TOTAL SECT 8 MAINTENANCE	19,038.00	19,038.00	13,207.87 (5,830.13)	69.38	18,566.42
HAP OCCUPIED UNITS						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	236,145.00	236,145.00	.00	344,784.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(237,321.36)	(237,321.36)	.00	(344,784.00)
902-49775-376 URP PORT REC	.00	.00	1,842.00	1,842.00	.00	3,522.00
902-49775-378 PORT REC URP REIMB	.00	.00	(1,842.00)	(1,842.00)	.00	(3,522.00)
TOTAL HAP OCCUPIED UNITS	.00	.00	(1,176.36)	(1,176.36)	.00	.00
TOTAL FUND EXPENDITURES	67,448.00	67,448.00	40,463.69 (26,984.31)	59.99	63,109.87

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ YTD ACTUAL
NET REVENUES OVER EXPENDITURES	.00	.00	4,378.66	49,589.96

CITY OF CAMBRIDGE

BALANCE SHEET
AUGUST 31, 2014

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	258,860.23	
903-10200	EDA HOUSING DIV OPERATING CASH	56,954.27	
	TOTAL ASSETS		<u>315,814.50</u>

LIABILITIES AND EQUITY

LIABILITIES

903-20100	AP ALLOCATED TO OTHER FUNDS	1,114.08	
903-22200	DEFERRED REVENUE	533.42	
903-23000	MHFA FUNDING-UNEARNED	466.10	
903-23001	MHFA FUNDING CHISAGO UNEARNED	800.00	
903-23004	DEF REV-ADDITION 7E MENTAL HEA	238.00	
	TOTAL LIABILITIES		<u>3,151.60</u>

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	302,075.77	
	REVENUE OVER EXPENDITURES - YTD	10,587.13	
	TOTAL FUND EQUITY		<u>312,662.90</u>
	TOTAL LIABILITIES AND EQUITY		<u>315,814.50</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	85,000.00	85,000.00	67,600.00	17,400.00	79.53	115,460.00
903-33440 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
TOTAL INTERGOVERNMENTAL REVENUES	85,000.00	85,000.00	67,600.00	17,400.00	79.53	120,333.73
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	8,000.00	8,000.00	7,040.00	960.00	88.00	11,080.00
903-35510 REGION 7E ADMIN FEES	.00	.00	.00	.00	.00	600.00
TOTAL CHARGES FOR SERVICES	8,000.00	8,000.00	7,040.00	960.00	88.00	11,680.00
<u>INTEREST & MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	.00	.00	.00	160.00
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	808.36	191.64	80.84	1,570.59
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	808.36	191.64	80.84	1,730.59
<u>INTERGOVERNMENTAL REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	13,143.75	1,856.25	87.62	14,906.75
TOTAL INTERGOVERNMENTAL REVENUES	15,000.00	15,000.00	13,143.75	1,856.25	87.62	14,906.75
TOTAL FUND REVENUE	109,000.00	109,000.00	88,592.11	20,407.89	81.28	148,651.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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						
903-49500-201 OFFICE SUPPLY	.00	.00	16.00	16.00	.00	.00
903-49500-322 POSTAGE	.00	.00	.00	.00	.00	12.22
903-49500-331 TRAVEL/MEALS/LODGING	.00	.00	635.20	635.20	.00	326.84
903-49500-409 LICENSE & SUPPORT CONTRACT	1,038.00	1,038.00	.00 (1,038.00)	.00	.00
903-49500-433 DUES AND SUBSCRIPTIONS	500.00	500.00	.00 (500.00)	.00	.00
903-49500-720 TRANSFERSOUT	22,462.00	22,462.00	.00 (22,462.00)	.00	.00
TOTAL OTHER HOUSING BUS ACTIV-ADMIN	24,000.00	24,000.00	651.20 (23,348.80)	2.71	339.06
OTHER HOUSING BUS ACTIV-MAINT						
903-49700-101 MAINT FT EMPLOYEES - REGULAR	.00	10,166.00	6,152.21 (4,013.79)	60.52	.00
903-49700-121 PERA (EMPLOYER)	.00	737.00	462.12 (274.88)	62.70	.00
903-49700-122 FICA/MEDICARE (EMPLOYER)	.00	778.00	472.07 (305.93)	60.68	.00
903-49700-131 MEDICAL/DENTAL/LIFE	.00	2,797.00	2,363.00 (434.00)	84.48	.00
903-49700-133 DEDUCTIBLE CONTRIBUTION	.00	275.00	.00 (275.00)	.00	.00
903-49700-151 WORKERS' COMPENSATION PREMIUMS	.00	591.00	304.38 (286.62)	51.50	.00
TOTAL OTHER HOUSING BUS ACTIV-MAINT	.00	15,344.00	9,753.78 (5,590.22)	63.57	.00
HOUSING ASSISTANCE PROGRAMS						
903-49775-370 HAP-MHFA	85,000.00	85,000.00	67,600.00 (17,400.00)	79.53	115,399.00
903-49775-373 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
TOTAL HOUSING ASSISTANCE PROGRAMS	85,000.00	85,000.00	67,600.00 (17,400.00)	79.53	120,272.73
TOTAL FUND EXPENDITURES	109,000.00	124,344.00	78,004.98 (46,339.02)	62.73	120,611.79
NET REVENUES OVER EXPENDITURES	.00 (15,344.00)	10,587.13	66,748.91		

CITY OF CAMBRIDGE

BALANCE SHEET
AUGUST 31, 2014

FUND 904 - CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>	
904-10200 EDA OPERATING ACCOUNT-CAPITAL	<u>43,715.00</u>
TOTAL ASSETS	<u><u>43,715.00</u></u>
 <u>LIABILITIES AND EQUITY</u>	
 <u>FUND EQUITY</u>	
REVENUE OVER EXPENDITURES - YTD	<u>43,715.00</u>
TOTAL FUND EQUITY	<u>43,715.00</u>
TOTAL LIABILITIES AND EQUITY	<u><u>43,715.00</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	43,715.00	(43,715.00)	.00	27,209.07
TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	43,715.00	(43,715.00)	.00	27,209.07
TOTAL FUND REVENUE	.00	.00	43,715.00	(43,715.00)	.00	27,209.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	.00	.00	.00	.00	.00	27,209.07
TOTAL OTHER FINANCING USES	.00	.00	.00	.00	.00	27,209.07
TOTAL FUND EXPENDITURES	.00	.00	.00	.00	.00	27,209.07
NET REVENUES OVER EXPENDITURES	.00	.00	43,715.00	(43,715.00)		

CITY OF CAMBRIDGE

BALANCE SHEET
AUGUST 31, 2014

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT	3,175.20	
905-10200	EDA OPERATING ACCT-SECTION 8	<u>5,770.27</u>	
	TOTAL ASSETS		<u><u>8,945.47</u></u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW	<u>3,175.20</u>	
	TOTAL LIABILITIES		<u>3,175.20</u>
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	8,335.85	
	REVENUE OVER EXPENDITURES - YTD	<u>(2,565.58)</u>	
	TOTAL FUND EQUITY		<u><u>5,770.27</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>8,945.47</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	254,626.00	254,626.00	194,171.00	60,455.00	76.26	296,265.00
TOTAL INTERGOVERNMENTAL REVENUES	254,626.00	254,626.00	194,171.00	60,455.00	76.26	296,265.00
<u>INTERGOVERNMENTAL REVENUES</u>						
905-35100 FRAUD RECOVERY	.00	.00	923.00 (923.00)	.00	931.50
905-35101 FSS FORFEITURE	.00	.00	.00	.00	.00	5,728.33
TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	923.00 (923.00)	.00	6,659.83
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	4.30 (4.30)	.00	18.11
TOTAL INTEREST	.00	.00	4.30 (4.30)	.00	18.11
TOTAL FUND REVENUE	254,626.00	254,626.00	195,098.30	59,527.70	76.62	302,942.94

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 905 - HAP OCCUPIED UNITS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>						
905-49775-370 HAP OCCUPIED UNITS	254,626.00	254,626.00	195,785.00	(58,841.00)	76.89	295,512.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	382.00	382.00	.00	879.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	488.00	488.00	.00	7,197.00
905-49775-375 FSS	.00	.00	969.00	969.00	.00	3,406.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	39.88	39.88	.00	624.70
TOTAL HAP EXPENDITURES	254,626.00	254,626.00	197,663.88	(56,962.12)	77.63	307,618.70
TOTAL FUND EXPENDITURES	254,626.00	254,626.00	197,663.88	(56,962.12)	77.63	307,618.70
NET REVENUES OVER EXPENDITURES	.00	.00	(2,565.58)	116,489.82		

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTEREST	100.00	100.00	.00 (100.00)	.00	5,000.00
MALL OPERATING REVENUES	225,000.00	230,000.00	157,120.63 (72,879.37)	68.31	236,587.85
TRANSFERS FROM OTHER FUNDS	.00	.00	7,400.00	7,400.00	.00	20,000.00
TOTAL FUND REVENUE	225,100.00	230,100.00	164,520.63 (65,579.37)	71.50	261,587.85
EXPENDITURES						
EDA ADMINISTRATION	29,341.00	45,055.00	15,602.70	29,452.30	34.63	23,220.27
MALL OPERATING EXPENSES	139,810.00	158,810.00	178,303.86 (19,493.86)	112.27	130,720.52
EDA ADMINISTRATION	.00	.00	.00	.00	.00	4,580.00
TOTAL EDA OPERATIONS	169,151.00	203,865.00	193,906.56	9,958.44	95.12	158,520.79
TOTAL FUND EXPENDITURES	169,151.00	203,865.00	193,906.56	9,958.44	95.12	158,520.79
NET REVENUE OVER EXPENDITURES	55,949.00	26,235.00 (29,385.93)	(75,537.81)		

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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	100.00	100.00	.00	100.00	.00	.00
205-36230 DONATIONS	.00	.00	.00	.00	.00	5,000.00
TOTAL INTEREST	100.00	100.00	.00	100.00	.00	5,000.00
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	81.70	(81.70)	.00	74.35
205-37220 RENTAL FEES	225,000.00	230,000.00	157,038.93	72,961.07	68.28	236,513.50
TOTAL MALL OPERATING REVENUES	225,000.00	230,000.00	157,120.63	72,879.37	68.31	236,587.85
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	.00	.00	7,400.00	(7,400.00)	.00	20,000.00
TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	7,400.00	(7,400.00)	.00	20,000.00
TOTAL FUND REVENUE	225,100.00	230,100.00	164,520.63	65,579.37	71.50	261,587.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

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>						
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	595.00 (1,905.00)	23.80	595.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	191.00	191.00	45.55 (145.45)	23.85	45.54
TOTAL PERSONAL SERVICES	2,691.00	2,691.00	640.55 (2,050.45)	23.80	640.54
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	.00	.00	.00	.00	.00	41.67
205-41930-212 GASOLINE/FUEL/LUBRICANTS	.00	.00	.00	.00	.00	24.42
205-41930-222 RENTAL OPERATIONS EXPENSE	.00	.00	87.61	87.61	.00	.00
TOTAL SUPPLIES	.00	.00	87.61	87.61	.00	66.09
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00 (5,000.00)	.00	3,916.56
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	112.97 (637.03)	15.06	108.99
205-41930-334 MILEAGE REIMBURSEMENT	250.00	250.00	147.84 (102.16)	59.14	.00
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00 (200.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,800.00	2,800.00	777.45 (2,022.55)	27.77	1,570.19
TOTAL OTHER SERVICES & CHARGES	9,000.00	9,000.00	1,038.26 (7,961.74)	11.54	5,595.74
<i>MISCELLANEOUS</i>						
205-41930-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	250.00 (1,750.00)	12.50	.00
205-41930-440 SCHOOLS & MEETINGS	2,050.00	2,050.00	893.00 (1,157.00)	43.56	1,358.50
205-41930-485 PROPERTY TAXES	.00	.00	.00	.00	.00	3,630.00
205-41930-488 DOWNTOWN TASK FORCE	.00	10,000.00	2,315.71 (7,684.29)	23.16	.00
205-41930-489 IND PARK MARKETING	13,600.00	19,314.00	10,377.57 (8,936.43)	53.73	11,929.40
TOTAL MISCELLANEOUS	17,650.00	33,364.00	13,836.28 (19,527.72)	41.47	16,917.90
TOTAL EDA ADMINISTRATION	29,341.00	45,055.00	15,602.70 (29,452.30)	34.63	23,220.27
MALL OPERATING EXPENSES						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	.00	20,333.00	12,304.39 (8,028.61)	60.51	.00
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	.00	500.00	.00 (500.00)	.00	.00
205-47000-121 PERA (EMPLOYER)	.00	1,510.00	924.34 (585.66)	61.21	.00
205-47000-122 FICA/MEDICARE (EMPLOYER)	.00	1,594.00	944.41 (649.59)	59.25	.00
205-47000-131 MEDICAL/DENTAL/LIFE	.00	5,594.00	4,754.76 (839.24)	85.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	.00	550.00	.00 (550.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIUMS	.00	1,181.00	608.75 (572.25)	51.55	.00
205-47000-154 HRA/FLEX FEES	.00	50.00	25.45 (24.55)	50.90	.00
TOTAL PERSONAL SERVICES	.00	31,312.00	19,562.10 (11,749.90)	62.47	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	251.74	251.74	.00	.00
205-47000-212 GASOLINE/FUEL	.00	.00	39.29	39.29	.00	.00
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	7,000.00	7,000.00	8,406.41	1,406.41	120.09	11,881.42
TOTAL SUPPLIES	7,000.00	7,000.00	8,697.44	1,697.44	124.25	11,881.42
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	889.72 (710.28)	55.61	1,262.40
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	4,098.00 (2,902.00)	58.54	7,568.43
205-47000-381 ELECTRIC UTILITIES	23,010.00	20,898.00	9,721.93 (11,176.07)	46.52	17,648.93
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,200.00	2,964.74 (2,235.26)	57.01	4,732.98
205-47000-383 GAS UTILITIES	6,000.00	5,000.00	3,219.50 (1,780.50)	64.39	4,196.69
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	2,522.82 (1,977.18)	56.06	4,412.29
TOTAL OTHER SERVICES & CHARGES	47,810.00	44,198.00	23,416.71 (20,781.29)	52.98	39,821.72
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	5,200.00	2,500.00	1,484.43 (1,015.57)	59.38	198.17
205-47000-413 BNSF PARKING LOT LEASE	800.00	800.00	737.19 (62.81)	92.15	724.73
205-47000-489 OTHER CONTRACTED SERVICES	29,000.00	9,000.00	7,895.61 (1,104.39)	87.73	28,094.48
205-47000-490 MALL CAP FUND CONTRIBUTION	50,000.00	50,000.00	.00 (50,000.00)	.00	50,000.00
205-47000-494 LANDSCAPING/FRONT EXTERIOR PRO	.00	.00	17,788.00	17,788.00	.00	.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	14,000.00	10,087.52 (3,912.48)	72.05	.00
205-47000-497 SENIOR CENTER TENANT BUILDOUT	.00	.00	88,634.86	88,634.86	.00	.00
TOTAL MISCELLANEOUS	85,000.00	76,300.00	126,627.61	50,327.61	165.96	79,017.38
TOTAL MALL OPERATING EXPENSES	139,810.00	158,810.00	178,303.86	19,493.86	112.27	130,720.52
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-49300-720 TRANSFERS OUT - OPER TRANSFERS	.00	.00	.00	.00	.00	4,580.00
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	4,580.00
TOTAL EDA ADMINISTRATION	.00	.00	.00	.00	.00	4,580.00
TOTAL FUND EXPENDITURES	169,151.00	203,865.00	193,906.56 (9,958.44)	95.12	158,520.79
NET REVENUES OVER EXPENDITURES	55,949.00	26,235.00 (29,385.93)	75,537.81	89.28	103,067.06

4A

Date: October 6, 2014
To: EDA Board of Commissioners
From: Marilyn Fromm, Housing Supervisor
Re: Report on EDA Housing Operations

Bridges:

- Bridge's program fully utilized. There are 87 applicants on our waiting list.

Public Housing:

- Submitted Semi-Annual Labor Standard Report to HUD.
- Staff attended Landlord Training at Lakes & Pines in Mora, Friday, September 26.

Section 8 Program:

- Informal hearing was held on port-in Section 8 participant who was terminated from the Section 8 program. Hearing officer upheld Cambridge EDA's decision.
- Staff served as hearing officer for Mora HRA October 2.
- Worked with Isanti Co fraud investigator on fraudulent activity concerning a Section 8 tenant. Issue unresolved at the time of this report.
- Currently we are assisting 50 participants in the Section 8 program. In the process of adding one more family to the program. We also have 53 families who have ported into our jurisdiction.
- Submitted VMS Report
- Continuing to work on Section 8 program transfer. Letters will be sent out the first week of October to participants, port-in agencies and waiting list applicants.

Capital Fund:

- Update on entry system – parts have been ordered, plans are to start work the first week in October.

4B Resident Meeting –September 18, 2014

Resident fund report –

Bank account – \$329.86

- **Detour will continue around Bridge Park through the winter months.**
- **Back door entry system will be installed soon.**
- **Air Conditioner** – Cold weather will soon be here; please make sure your air conditioner cover is put on for the winter. If you are not able to put it on yourself, make out a work order and Jerry will put it on for you. Also please make sure both windows in your living room and bedroom are closed tight.
- **No smoking building – no warnings if caught.**
Over- night guests are allowed to stay no more than 14 days in a year.
- **Secure building** – Please do not let people in the building if they are not coming to visit you. Be careful not to let people in behind you who may be coming in or leaving when you exit or enter the building.
- **Rent, cable and other** payments (due on the 1st of the month. Late fees will be incurred after the 5th of the month. Checks, money orders/cashier's check need to be put in an envelope and deposited in EDA mailbox.
- **Social events** - Bingo – Movie night: etc. Would anyone like to facilitate any of these events? Would like to have coffee hour on Sunday afternoons from 1-4.
Game night is Saturday nights. Bring a snack to share.
- **Program and staff changes that will be happening effective January 1, 2015.**

Review PHA Plan and Capital Projects

- The mission of the Cambridge PHA is the same as that of the Department of Housing and Urban Development: "To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination."
- The Cambridge Economic Development (Cambridge EDA) plans for 2015-2019 is to accomplish the following goals:

1. Public Housing:

- Continue to maintain 100% occupancy rate with public housing.
- Continue to modernize/update our public housing units.
- Provide reasonable accommodations for persons with disabilities in accordance with ACOP Plan
- Timely and accurate reporting of financial data and all other components of quality property management and maintenance.
- Continue & expand on resident involvement and services;
- Ensure that the PHA property continue to be managed to the highest possible standard, including regular preventive maintenance;
- Prompt responses to maintenance work orders, full occupancy and timely turnover of vacant units;
- Strive to provide customer satisfaction through on going resident/staff communication by the way of monthly resident meetings; post notices etc.).
- Maintain "High Performer" status under HUD's Public Housing Assessment System (PHAS);
- Promote affordable housing unit development in our jurisdiction through the use of Low Income Housing Tax Credits.
- Maintain EDA Web Page providing program information to potential landlords.
- Ensure equal access to assisted housing regardless of race, color, religion, national origin, sex, age, familial status, disability, sexual orientation, gender identity, marital status and the reliance on public assistance in the development and administration of Cambridge EDA.

2. Capital Improvements:

- Continue to make improvements to our public housing property. Continue to actively involve residents, staff and community in planning capital improvements.

3. **Safety and Security:**

- Maintain safety and security at our public housing site for residents, staff and public. Continue to make physical improvements to properties that enhance safety and security make provisions for local police and ambulance services access when there is an emergency.

• **Housing Needs in our area:**

A needs and demand analysis which was completed by the Gill Group for the City of Cambridge. The needs and demand analysis covered Isanti County in its entirety.

The purpose of the needs and demand analysis was to determine if the county has a need for additional housing. In doing so, the analyst utilized data from the U.S. Census Bureau, Nielsen Claritas; Ribbon Demographics and various other demographic resources. Community information and opinion was also utilized. This information was collected during a field survey conducted by Samuel Gill while visiting the site. An attempt was made to survey 100 percent of all housing in the area. Boundaries for Isanti County include the following: North – Kanabec County; East – Chisago County; South – Anoka County; and West – Mille Lacs County.

Based on the number of phone calls and requests, more affordable housing is needed as people who have lost their home or job are searching for more affordable housing.

• **Section 8**

The Cambridge EDA will enter into an agreement with Mora HRA on January 1, 2015 to provide services for the administration of the Section 8 Housing Choice Program. The term of this Agreement is for one year.

• **Progress in meeting our needs and goals**

The Cambridge EDA continues to take steps to maintain and improve the quality of public housing and living environment for tenants by resolving issues that may arise. Through the ongoing work of the EDA inspector, units are regularly inspected and necessary repairs completed in order to maintain safe and suitable housing for residents.

The Cambridge EDA continues to ensure equal access and equal housing opportunities to assisted housing regardless of race, color, religion, national origin, sex, age, familial status, disability, sexual orientation, gender identity, marital status and the reliance on public assistance in the development and administration of Cambridge EDA

• **Go over Capital Projects for years 2015-2019(Hand Out)**

Next EDA meeting – Public hearing on PHA Annual and 5-Year Plan will be held approximately 6 p.m. or immediately following the City Council adjournment on Monday, October 6. Everyone is welcome to attend.

Comments

- No comments were made by residents regarding the PHA Plan or Capital Projects.

Other comments

- Resident asked if cell phone number could be programmed in to the entry system.
- Resident was wondering if a Horse Shoe game could be set up again. Previously it was on the area where our new garage is now sitting.

4C

EDA-Housing Division Meeting 10/6/2014

Cambridge Economic Development Authority
Staff Report

Subject: Programming Cell Phone Numbers into Telephone Entry System

Background:

Bridge Park Apartments is equipped with a Sentex Telephone Entry System. The system allows tenants to use their existing telephone to talk with visitors and allow them access into the building if they desire. The current trend, which more and more of our residents are choosing, is to have their land line disconnected and use their cell phones. Residents are asking staff if cell phone numbers can be programmed into the system so they can open the door for their guests.

The problem with this request is that the tenant may not even be home and would be able to release the door lock allowing people in building. Where will these people go if there is nobody there to let them into an apartment once they are inside the locked doors?

It may become known that a tenant is able to let another person into the building without supervision.

We are concerned that this situation creates a security risk that the EDA Board should be aware of. The risk will increase as more of the people choose to disconnect their land line.

Staff would like the Cambridge EDA Board ruling on whether or not to allow cell phone numbers be programed into the security system.

Board action requested:

Provide direction for staff on programming cell phone numbers into the entry system.

Report Submitted by: Marilyn Fromm Date: 10/6/2014

4D

**Cambridge Economic Development Authority – Housing Division
Staff Report**

Public Housing Plan

Background:

On an annual basis the PHA is required to prepare a plan in relations to the Capital funds we receive from the US Department of Housing & Urban Development (HUD). Once every 5th fiscal year PHAs reviews and updates strategies for meeting local housing needs and goals in serving the needs of low-income and very low-income families.

The PHA Plan is available for review at the Cambridge Economic Development office located at Bridge Park Apartments, 121 South Fern Street, Cambridge, MN.

Board action requested:

1. Conduct public hearing on the PHA Plan.
2. Approve Resolution EDA R14-011 Adopting the PHA Plan.

Report Submitted by: Marilyn Fromm

Date: October 6, 2014

Resolution No. EDA R14-011

**RESOLUTION ADOPTING THE PUBLIC HOUSING 2012
ANNUAL STATEMENT AND 5 YEAR ACTION PLAN.**

WHEREAS, the Commissioners of the Economic Development Authority (the "EDA") approved the Five Year Capital Plan and Annual PHA Plan for Fiscal Years beginning January 1, 2015 – January 1, 2019 along with the Annual/Five Year Capital Statements and supporting attachments for submission to HUD.

BE IT RESOLVED, after careful examination, a motion made by _____ and seconded by _____ was unanimously passed that the resolution and the certification be approved.

BE IT FURTHER RESOLVED, that the President and Secretary are hereby authorized to execute this agreement.

Adopted by the EDA
this
6th day of October 2014

ECONOMIC DEVELOPMENT AUTHORITY

By _____
Its President

By _____
Its Executive Director

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 06/30/2017

Part I: Summary

P HA Name: Cambridge Economic Development Authority	Grant Type and Number Capital Fund Program Grant No: MN46PO6750115 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2015 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	6,000			
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	29,000			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 06/30/2017

Part I: Summary						
PHA Name: Cambridge Economic Development Authority		Grant Type and Number Capital Fund Program Grant No: MN46PO6750115 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2015 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	35,000				
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director		Date		Signature of Public Housing Director		
				Date		

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

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Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number Cambridge Economic Development Authority MN067		Locality (City/County & State) Cambridge, MN 55008			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2015	Work Statement for Year 2 FFY 2016	Work Statement for Year 3 FFY 2017	Work Statement for Year 4 FFY 2018	Work Statement for Year 5 FFY 2019
B.	Physical Improvements Subtotal	Annual Statement	29,000	29,000	29,000	29,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations		6,000	6,000	6,000	6,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		35,000	35,000	35,000	35,000

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Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY	Work Statement for Year _____ FFY		Work Statement for Year: _____ FFY	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

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Part III: Supporting Pages – Management Needs Work Statement(s)					
Work Statement for Year 1 FFY	Work Statement for Year _____ FFY		Work Statement for Year: _____ FFY		
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost	
See Annual Statement					
		Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

09