

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
April 16, 2018**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, April 16, 2018 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

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

Staff present: Stan Gustafson, Economic Development Director, Caroline Moe, Executive Director and Deb Barrett, Housing Supervisor.

Call to Order

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

Approval of Agenda

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

Consent Agenda

Iverson moved, seconded by Godfrey, to approve the consent agenda items A - D:

- A. Approve March 19, 2018 EDA Meeting Minutes
- B. Approve EDA Draft February 2018 Financial Statements
- C. Housing Division Bills March ACH only, Totaling \$63,711.26
- D. Approve EDA Admin Division Bills Checks #109835-#110066 Totaling \$23,539.65

Upon call of the roll, Morin, Conley, Palmer, Iverson, and Godfrey voted aye, no nays. Motion carried unanimously.

Work Session & Unfinished Business

There was no items for the work session or unfinished business.

New Business

Supervisor's Report

Barrett reviewed the last month's activities. Moe updated the EDA Board on the asbestos removal project. Barrett updated the EDA Board on how maintenance is going.

Pre-emptive Roof Maintenance Proposal – City Center Mall

Gustafson explained as the roof ages staff is running into more leaks in a variety of areas and as a preemptive measure they are trying to address them by working with roofers to fix areas that can cause problems in the future. Gustafson reported staff received two bids on City Center Mall to address the roof that show areas that could be problematic and make the necessary repairs. Gustafson reported the roof will be inspected by technicians and repaired as needed.

Gustafson noted in the proposal, it identified the current situation on the roofs where repairs are needed and based on the long range plan the roof is scheduled to be replaced in 2021. Gustafson reviewed the quotes that were included in the EDA packet and identified Roof Tech as the low bidder with an amount not to exceed \$2,495.00. Gustafson noted the bid originally reported in the EDA Packet was reversed with the City Hall bid and was supposed to be \$6,800 for the mall portion.

Iverson asked if they would be better off moving up the date for roof replacement. Gustafson stated they could move it up but they would need to have specifications and a bid process. Palmer voiced concern over repairing the leaks versus replacing the entire roof. Woulfe explained the roof still has life left and these are isolated areas that need minor repair. Woulfe noted the roof is sound structurally. Woulfe added the roof top units will need to be replaced at the same time as the roof is replaced.

Godfrey moved, seconded by Conley, to approve the proposal from Roof Tech in an amount not to exceed \$2,495 and authorized the EDA President and Executive Director to sign the proposal with Roof Tech Commercial Industrial Roofing Solutions. Upon call of the roll, Morin, Conley, Palmer, Iverson, and Godfrey voted aye, no nays. Motion carried unanimously.

Adjournment

Conley moved, seconded by Godfrey, to adjourn the meeting at 6:02 p.m. Motion carried unanimously.



Joe Morin, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
FEBRUARY 28, 2018

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	322,116.46	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	411,384.96	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,243,440.52	
901-16300	SITE IMPROVEMENTS	103,618.10	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	34,782.90	
901-16450	FURN, EQUIP, MACH-ADMIN	56,192.12	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,691,997.69)	
	TOTAL ASSETS		1,164,466.72

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	576.82	
901-20200	ACCOUNTS PAYABLE	539.66	
901-22600	TENANT SECURITY DEPOSITS	28,528.00	
	TOTAL LIABILITIES		29,644.48

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	817,760.01	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA	(227,249.46)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	15,506.46	
	BALANCE - CURRENT DATE	15,506.46	
	TOTAL FUND EQUITY		1,134,822.24
	TOTAL LIABILITIES AND EQUITY		1,164,466.72

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	80,000.00	80,000.00	17,686.00	62,314.00	22.11	75,931.00
TOTAL INTERGOVERNMENTAL REVE	80,000.00	80,000.00	17,686.00	62,314.00	22.11	75,931.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	25.00	75.00	25.00	50.18
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	411.82	1,088.18	27.45	2,384.65
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	436.82	1,163.18	27.30	2,434.83
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	144,000.00	144,000.00	28,217.00	115,783.00	19.60	167,690.62
901-37221 LAUNDRY INCOME BRIDGE PARK	2,000.00	2,000.00	784.71	1,215.29	39.24	5,991.26
TOTAL RENTAL INCOME	146,000.00	146,000.00	29,001.71	116,998.29	19.86	173,681.88
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	48,400.00	48,400.00	.00	48,400.00	.00	21,654.69
TOTAL OTHER FINANCING SOURCES	48,400.00	48,400.00	.00	48,400.00	.00	21,654.69
TOTAL FUND REVENUE	<u>276,000.00</u>	<u>276,000.00</u>	<u>47,124.53</u>			<u>273,702.40</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
901-49500-103 ADMIN PART-TIME - REGULAR	31,478.00	31,478.00	4,460.90	(27,017.10)	14.17	27,697.84
901-49500-121 PERA (EMPLOYER)	2,360.00	2,360.00	334.58	(2,025.42)	14.18	2,077.34
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,408.00	2,408.00	341.26	(2,066.74)	14.17	2,118.89
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	.00	(500.00)	.00	197.65
TOTAL PERSONAL SERVICES	36,746.00	36,746.00	5,136.74	(31,609.26)	13.98	32,091.72
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	100.08	(1,399.92)	6.67	1,346.80
TOTAL SUPPLIES	1,500.00	1,500.00	100.08	(1,399.92)	6.67	1,346.80
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	1,000.00	1,000.00	.00	(1,000.00)	.00	1,418.60
901-49500-306 AUDITING	3,000.00	3,000.00	.00	(3,000.00)	.00	3,600.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	451.62	(2,548.38)	15.05	2,483.91
901-49500-321 TELEPHONE EXPENSE	6,600.00	6,600.00	677.11	(5,922.89)	10.26	7,486.97
901-49500-322 POSTAGE	250.00	250.00	.00	(250.00)	.00	.00
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	281.13
901-49500-340 ADVERTISING	100.00	100.00	.00	(100.00)	.00	3.92
TOTAL OTHER SERVICES AND CHA	14,050.00	14,050.00	1,128.73	(12,921.27)	8.03	15,274.53
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	2,000.00	2,000.00	.00	(2,000.00)	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	400.00	400.00	21.59	(378.41)	5.40	165.44
901-49500-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	4,005.00	3,005.00	400.50	580.00
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	.00	(1,000.00)	.00	455.00
TOTAL MISCELLANEOUS	4,400.00	4,400.00	4,026.59	(373.41)	91.51	1,200.44
TOTAL LOW RENT ADMINISTRATION	56,696.00	56,696.00	10,392.14	(46,303.86)	18.33	49,913.49

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT TENANT SERVICES</u>						
<i>SUPPLIES</i>						
901-49600-210 REC, PUB & OTHER SERVICES	200.00	200.00	(1,341.21)	(1,541.21)	(670.61)	1,511.08
<i>TOTAL SUPPLIES</i>	<u>200.00</u>	<u>200.00</u>	<u>(1,341.21)</u>	<u>(1,541.21)</u>	<u>(670.61)</u>	<u>1,511.08</u>
TOTAL LOW RENT TENANT SERVICE	<u><u>200.00</u></u>	<u><u>200.00</u></u>	<u><u>(1,341.21)</u></u>	<u><u>(1,541.21)</u></u>	<u><u>(670.61)</u></u>	<u><u>1,511.08</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT MAINTENANCE						
<i>PERSONAL SERVICES</i>						
901-49700-103 MAINT PT EMPLOYEES - REGULAR	24,165.00	24,165.00	3,487.40	(20,677.60)	14.43	20,925.52
901-49700-121 PERA (EMPLOYER)	1,849.00	1,849.00	261.56	(1,587.44)	14.15	1,569.43
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,812.00	1,812.00	266.79	(1,545.21)	14.72	1,600.76
901-49700-151 WORKERS' COMPENSATION PREMIU	1,595.00	1,595.00	.00	(1,595.00)	.00	1,077.80
TOTAL PERSONAL SERVICES	29,421.00	29,421.00	4,015.75	(25,405.25)	13.65	25,173.51
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	2,216.69	(4,666.31)	32.21	10,140.30
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	61.88
TOTAL SUPPLIES	7,083.00	7,083.00	2,216.69	(4,866.31)	31.30	10,202.18
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	25,000.00	25,000.00	4,059.29	(20,940.71)	16.24	22,251.11
901-49700-360 INSURANCE AND BONDS	12,500.00	12,500.00	.00	(12,500.00)	.00	9,555.00
901-49700-370 PAYMENT IN LIEU OF TAXES	13,000.00	13,000.00	.00	(13,000.00)	.00	13,776.00
901-49700-381 ELECTRIC UTILITIES	36,000.00	36,000.00	5,741.86	(30,258.14)	15.95	27,420.98
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	1,463.10	(9,036.90)	13.93	8,025.79
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	539.66	(5,960.34)	8.30	4,135.88
901-49700-384 REFUSE HAULING	2,500.00	2,500.00	545.79	(1,954.21)	21.83	2,867.19
TOTAL OTHER SERVICES AND CHA	106,000.00	106,000.00	12,349.70	(93,650.30)	11.65	88,031.95
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	65,000.00	65,000.00	.00	(65,000.00)	.00	45,487.02
901-49700-489 OTHER CONTRACTED SERVICES	9,600.00	9,600.00	.00	(9,600.00)	.00	.00
TOTAL MISCELLANEOUS	74,600.00	74,600.00	.00	(74,600.00)	.00	45,487.02
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	3,985.00	3,985.00	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	2,000.00	2,000.00	.00	(2,000.00)	.00	7,919.96
TOTAL IMPROVEMENTS/BETTERM	2,000.00	2,000.00	3,985.00	1,985.00	199.25	7,919.96
TOTAL LOW RENT MAINTENANCE	219,104.00	219,104.00	22,567.14	(196,536.86)	10.30	176,814.62

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	276,000.00	276,000.00	31,618.07			228,239.19
NET REVENUES OVER EXPENDITURE	.00	.00	15,506.46			45,463.21

CITY OF CAMBRIDGE
 BALANCE SHEET
 FEBRUARY 28, 2018

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	98,632.41
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)
	TOTAL ASSETS	<u>98,632.41</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	2,789.01
	TOTAL LIABILITIES	2,789.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	95,259.73
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>583.67</u>
	BALANCE - CURRENT DATE	<u>583.67</u>
	TOTAL FUND EQUITY	<u>95,843.40</u>
	TOTAL LIABILITIES AND EQUITY	<u>98,632.41</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
902-33160 A.C. EARNED SECTION 8	50,000.00	50,000.00	9,190.00	40,810.00	18.38	61,158.00
TOTAL INTERGOVERNMENTAL REVE	50,000.00	50,000.00	9,190.00	40,810.00	18.38	61,158.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	216.00	216.00	.00	216.00	.00	3,166.90
TOTAL RENTAL INCOME	216.00	216.00	.00	216.00	.00	3,166.90
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	20.03	(20.03)	.00	79.89
TOTAL INTEREST	.00	.00	20.03	(20.03)	.00	79.89
 TOTAL FUND REVENUE	 50,216.00	 50,216.00	 9,210.03			 64,404.79

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>							
<i>OTHER SERVICES AND CHARGES</i>							
902-49500-306	AUDIT FEES	3,000.00	3,000.00	.00	(3,000.00)	.00	3,600.00
902-49500-307	CONTRACTED SECT 8 ADMIN	50,000.00	50,000.00	6,699.36	(43,300.64)	13.40	42,544.42
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>53,000.00</u>	<u>53,000.00</u>	<u>6,699.36</u>	<u>(46,300.64)</u>	<u>12.64</u>	<u>46,144.42</u>
<i>MISCELLANEOUS</i>							
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
	<i>TOTAL MISCELLANEOUS</i>	<u>1,000.00</u>	<u>1,000.00</u>	<u>.00</u>	<u>(1,000.00)</u>	<u>.00</u>	<u>.00</u>
	TOTAL SECT 8 ADMINISTRATIVE	<u><u>54,000.00</u></u>	<u><u>54,000.00</u></u>	<u><u>6,699.36</u></u>	<u><u>(47,300.64)</u></u>	<u><u>12.41</u></u>	<u><u>46,144.42</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP OCCUPIED UNITS</u>						
<i>HAP EXPENDITURES</i>						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	61,703.00	61,703.00	.00	339,005.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(59,976.00)	(59,976.00)	.00	(339,005.00)
902-49775-376 URP PORT REC	.00	.00	200.00	200.00	.00	739.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	(739.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	1,927.00	1,927.00	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	1,927.00	1,927.00	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	54,000.00	54,000.00	8,626.36			46,144.42
NET REVENUES OVER EXPENDITURE	(3,784.00)	(3,784.00)	583.67			18,260.37

CITY OF CAMBRIDGE
BALANCE SHEET
FEBRUARY 28, 2018

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	264,697.90	
903-10200	EDA HOUSING DIV OPERATING CASH	<u>95,155.26</u>	
	TOTAL ASSETS		<u>359,853.16</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	359,762.48	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>90.68</u>	
	BALANCE - CURRENT DATE	<u>90.68</u>	
	TOTAL FUND EQUITY		<u>359,853.16</u>
	TOTAL LIABILITIES AND EQUITY		<u>359,853.16</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & MISC INCOME</u>						
903-36210 INTEREST EARNINGS	.00	.00	279.06	(279.06)	.00	1,749.34
TOTAL INTEREST & MISC INCOME	.00	.00	279.06	(279.06)	.00	1,749.34
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	17,083.00
TOTAL OTHER REVENUES	15,000.00	15,000.00	.00	15,000.00	.00	17,083.00
 TOTAL FUND REVENUE	 15,000.00	 15,000.00	 279.06			 18,832.34

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER HOUSING BUS ACTIV-ADMIN</i>						
903-49500-112 BOARD PAY	2,100.00	2,100.00	175.00	(1,925.00)	8.33	1,750.00
903-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	13.38	13.38	.00	133.81
<i>TOTAL FUNCTION 1</i>	<u>2,100.00</u>	<u>2,100.00</u>	<u>188.38</u>	<u>(1,911.62)</u>	<u>8.97</u>	<u>1,883.81</u>
<i>OTHER SERVICES AND CHARGES</i>						
903-49500-304 LEGAL FEES	.00	.00	.00	.00	.00	1,000.00
903-49500-305 ACCOUNTING FEES	.00	.00	.00	.00	.00	520.00
903-49500-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	.00
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>(500.00)</u>	<u>.00</u>	<u>1,520.00</u>
<i>TRANSFERS</i>						
903-49500-720 TRANSFERSOUT	12,400.00	12,400.00	.00	(12,400.00)	.00	.00
<i>TOTAL TRANSFERS</i>	<u>12,400.00</u>	<u>12,400.00</u>	<u>.00</u>	<u>(12,400.00)</u>	<u>.00</u>	<u>.00</u>
<i>TOTAL OTHER HOUSING BUS ACTIV</i>	<u><u>15,000.00</u></u>	<u><u>15,000.00</u></u>	<u><u>188.38</u></u>	<u><u>(14,811.62)</u></u>	<u><u>1.26</u></u>	<u><u>3,403.81</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	15,000.00	15,000.00	188.38			3,403.81
NET REVENUES OVER EXPENDITURE	.00	.00	90.68			15,428.53

CITY OF CAMBRIDGE
BALANCE SHEET
FEBRUARY 28, 2018

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	13,182.42	
	TOTAL ASSETS		<u>13,182.42</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>13,182.42</u>	
	BALANCE - CURRENT DATE	<u>13,182.42</u>	
	TOTAL FUND EQUITY		<u>13,182.42</u>
	TOTAL LIABILITIES AND EQUITY		<u>13,182.42</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
904-33160 HUD CAPITAL GRANTS	36,000.00	36,000.00	13,182.42	22,817.58	36.62	21,654.69
TOTAL INTERGOVERNMENTAL REVE	36,000.00	36,000.00	13,182.42	22,817.58	36.62	21,654.69
TOTAL FUND REVENUE	<u>36,000.00</u>	<u>36,000.00</u>	<u>13,182.42</u>			<u>21,654.69</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

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

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	36,000.00	36,000.00	.00			21,654.69
NET REVENUES OVER EXPENDITURE	.00	.00	13,182.42			.00

CITY OF CAMBRIDGE
BALANCE SHEET
FEBRUARY 28, 2018

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT		10,689.35
905-10200	EDA OPERATING ACCT-SECTION 8	(10,199.91)
	TOTAL ASSETS		<u>489.44</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW		<u>10,689.35</u>
	TOTAL LIABILITIES		10,689.35
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	(15,204.47)
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		<u>5,004.56</u>
	BALANCE - CURRENT DATE		<u>5,004.56</u>
	TOTAL FUND EQUITY	(<u>10,199.91)</u>
	TOTAL LIABILITIES AND EQUITY		<u>489.44</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
905-33160 A.C. EARNED SECTION 8	350,000.00	350,000.00	70,848.00	279,152.00	20.24	396,525.00
TOTAL INTERGOVERNMENTAL REVE	350,000.00	350,000.00	70,848.00	279,152.00	20.24	396,525.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	.00	.00	.00	31.27
TOTAL INTEREST	.00	.00	.00	.00	.00	31.27
TOTAL FUND REVENUE	350,000.00	350,000.00	70,848.00			396,556.27

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>						
<i>HAP EXPENDITURES</i>						
905-49775-370 HAP OCCUPIED UNITS	346,216.00	346,216.00	63,011.00	(283,205.00)	18.20	402,657.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	.00	.00	.00	145.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	2,278.00	2,278.00	.00	13,347.00
905-49775-375 FSS	.00	.00	357.00	357.00	.00	4,332.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	197.44	197.44	.00	1,186.84
<i>TOTAL HAP EXPENDITURES</i>	<u>346,216.00</u>	<u>346,216.00</u>	<u>65,843.44</u>	<u>(280,372.56)</u>	<u>19.02</u>	<u>421,667.84</u>
TOTAL HAP EXPENDITURES	<u>346,216.00</u>	<u>346,216.00</u>	<u>65,843.44</u>	<u>(280,372.56)</u>	<u>19.02</u>	<u>421,667.84</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	346,216.00	346,216.00	65,843.44			421,667.84
NET REVENUES OVER EXPENDITURE	3,784.00	3,784.00	5,004.56			(25,111.57)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-36210 INTEREST EARNINGS	200.00	200.00	.00	200.00	.00	2,954.05
TOTAL INTEREST	200.00	200.00	.00	200.00	.00	2,954.05
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	207,000.00	207,000.00	36,018.28	170,981.72	17.40	223,283.28
TOTAL MALL OPERATING REVENUES	207,000.00	207,000.00	36,018.28	170,981.72	17.40	223,283.28
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	90,000.00	90,000.00	.00	90,000.00	.00	275,000.00
TOTAL TRANSFERS FROM OTHER FU	90,000.00	90,000.00	.00	90,000.00	.00	275,000.00
TOTAL FUND REVENUE	<u>297,200.00</u>	<u>297,200.00</u>	<u>36,018.28</u>			<u>501,237.33</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-41930-101 FULL-TIME EMPLOYEES - REGULAR	87,796.00	87,796.00	13,811.20	(73,984.80)	15.73	92,201.51
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	175.00	(2,325.00)	7.00	490.00
205-41930-121 PERA (EMPLOYER)	6,746.00	6,746.00	1,035.84	(5,710.16)	15.35	6,729.66
205-41930-122 FICA/MEDICARE (EMPLOYER)	6,088.00	6,088.00	1,031.04	(5,056.96)	16.94	6,695.96
205-41930-131 MEDICAL/DENTAL/LIFE	16,649.00	16,649.00	4,099.60	(12,549.40)	24.62	15,303.60
205-41930-132 LONGEVITY PAY	2,150.00	2,150.00	.00	(2,150.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	233.18	(966.82)	19.43	1,434.32
205-41930-151 WORKERS' COMPENSATION PREMIU	685.00	685.00	.00	(685.00)	.00	447.71
205-41930-154 HRA/FLEX FEES	.00	.00	26.35	26.35	.00	73.35
TOTAL PERSONAL SERVICES	123,814.00	123,814.00	20,412.21	(103,401.79)	16.49	123,376.11
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	250.00	250.00	34.97	(215.03)	13.99	136.72
205-41930-210 MISCELLANEOUS OPER SUPPLIES	.00	.00	.00	.00	.00	215.30
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	.00	.00	.00	.00	.00	196.25
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	.00	(3,300.00)	.00	2,503.60
TOTAL SUPPLIES	3,550.00	3,550.00	34.97	(3,515.03)	.99	3,051.87
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	3,600.00	3,600.00	609.80	(2,990.20)	16.94	3,497.55
205-41930-313 IT MGMT & BACKUP	.00	.00	451.62	451.62	.00	2,523.91
205-41930-321 TELEPHONE/CELLULAR	500.00	500.00	150.99	(349.01)	30.20	743.68
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	178.75	(571.25)	23.83	1,314.59
205-41930-334 MILEAGE REIMBURSEMENT	1,100.00	1,100.00	219.64	(880.36)	19.97	625.15
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00	(200.00)	.00	138.00
205-41930-360 INSURANCE AND BONDS	1,500.00	1,500.00	.00	(1,500.00)	.00	1,086.87
205-41930-381 ELECTRIC UTILITIES	400.00	400.00	105.28	(294.72)	26.32	836.99
205-41930-382 WATER/SEWER/STORM PROPERTY A	60.00	60.00	511.76	451.76	852.93	731.32
205-41930-383 GAS UTILITIES	100.00	100.00	10.75	(89.25)	10.75	118.44
TOTAL OTHER SERVICES & CHARG	8,210.00	8,210.00	2,238.59	(5,971.41)	27.27	11,616.50

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	.00	.00	220.12	220.12	.00	10,061.85
205-41930-433 DUES AND SUBSCRIPTIONS	1,500.00	1,500.00	295.00	(1,205.00)	19.67	840.66
205-41930-440 SCHOOLS & MEETINGS	1,500.00	1,500.00	440.00	(1,060.00)	29.33	305.00
205-41930-450 TAX ABATEMENT-MAIN & 85 LLC	.00	.00	.00	.00	.00	6,403.00
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	.00	.00	.00	32,875.84
205-41930-484 NLX ACTIVITIES	6,650.00	6,650.00	6,650.00	.00	100.00	4,830.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	.00	(3,000.00)	.00	1,172.00
205-41930-486 COMMUNITY COLLABORATIONS PRO	.00	.00	.00	.00	.00	5,475.88
205-41930-489 IND PARK MARKETING	8,500.00	8,500.00	2,000.00	(6,500.00)	23.53	9,457.11
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	(3,000.00)	.00	3,000.00
<i>TOTAL MISCELLANEOUS</i>	<u>24,150.00</u>	<u>24,150.00</u>	<u>9,605.12</u>	<u>(14,544.88)</u>	<u>39.77</u>	<u>74,421.34</u>
TOTAL EDA ADMINISTRATION	<u><u>159,724.00</u></u>	<u><u>159,724.00</u></u>	<u><u>32,290.89</u></u>	<u><u>(127,433.11)</u></u>	<u><u>20.22</u></u>	<u><u>212,465.82</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MALL OPERATING EXPENSES						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	26,063.00	26,063.00	4,049.60	(22,013.40)	15.54	25,250.24
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	46.05
205-47000-103 TEMPORARY EMPLOYEE	3,000.00	3,000.00	1,528.86	(1,471.14)	50.96	6,121.58
205-47000-121 PERA (EMPLOYER)	2,053.00	2,053.00	303.72	(1,749.28)	14.79	1,886.34
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,324.00	2,324.00	415.57	(1,908.43)	17.88	2,331.03
205-47000-131 MEDICAL/DENTAL/LIFE	8,324.00	8,324.00	2,048.46	(6,275.54)	24.61	7,643.76
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,503.00	1,503.00	.00	(1,503.00)	.00	1,346.03
205-47000-154 HRA/FLEX FEES	75.00	75.00	13.25	(61.75)	17.67	36.75
TOTAL PERSONAL SERVICES	44,942.00	44,942.00	8,359.46	(36,582.54)	18.60	44,661.78
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	20.00		.00	129.99
205-47000-212 GASOLINE/FUEL	250.00	250.00	.00	(250.00)	.00	67.75
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	10,000.00	10,000.00	4,365.97	(5,634.03)	43.66	10,305.61
TOTAL SUPPLIES	10,250.00	10,250.00	4,385.97	(5,864.03)	42.79	10,503.35
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	850.00	850.00	51.58	(798.42)	6.07	289.54
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	.00	(7,000.00)	.00	4,388.00
205-47000-381 ELECTRIC UTILITIES	21,000.00	21,000.00	1,748.55	(19,251.45)	8.33	20,859.83
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	744.97	(4,955.03)	13.07	4,733.14
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	680.67	(5,319.33)	11.34	3,651.30
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	589.67	(3,910.33)	13.10	3,727.53
TOTAL OTHER SERVICES & CHARG	45,050.00	45,050.00	3,815.44	(41,234.56)	8.47	37,649.34
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	13,000.00	13,000.00	.00	(13,000.00)	.00	16,419.16
205-47000-413 BNSF PARKING LOT LEASE	2,300.00	2,300.00	.00	(2,300.00)	.00	1,036.80
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	.00	(12,000.00)	.00	(133.20)
205-47000-490 MALL CAP FUND CONTRIBUTION	.00	.00	.00	.00	.00	2,350.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	9,994.99	9,994.99	.00	11,290.00
TOTAL MISCELLANEOUS	27,300.00	27,300.00	9,994.99	(17,305.01)	36.61	30,962.76
TOTAL MALL OPERATING EXPENSE	127,542.00	127,542.00	26,555.86	(100,986.14)	20.82	123,777.23

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2018

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	287,266.00	287,266.00	58,846.75			336,243.05
NET REVENUES OVER EXPENDITURE	9,934.00	9,934.00	(22,828.47)			164,994.28

ACH Transaction Report

Batch #: 000157

Created On: 02/27/2018

Name	Amount
Bungalows of Chisago L	\$1,361.00
Calhoun Apartments	\$1,079.00
Cambridge Square Assoc	\$1,293.00
Cambridge Town Square	\$990.00
PG Companies Redwing A	\$738.00
DJ Properties of Stanc	\$516.00
Erlandson - Nelson Con	\$542.00
Hanson Properties	\$269.00
Haven Properties	\$353.00
New Challenges, Inc.	\$6,133.00
Isanti Village Apartme	\$909.00
Kaizen Property Soluti	\$1,196.00
Kestrel Meadows Townho	\$4,667.00
Legacy Townhomes	\$5,213.00
Minneapolis Public Hou	\$663.26
Allen Moulton	\$531.00
Normandy Townhomes	\$4,858.00
North Branch Senior Ho	\$873.00
Oakhurst Apartments	\$363.00
Oakview Terrace Townho	\$1,503.00
Northern Management	\$452.00
Rush Oaks Apartments	\$402.00
Sunrise Court Apartmen	\$1,116.00
Sunset Assets LLC	\$739.00
Taylors Falls Villas	\$573.00
Tower Terrace Limited	\$4,244.00
Wyoming Limited Partne	\$1,593.00
Wyoming Limited Partne	\$1,115.00
Cambridge EDA	\$-44,284.26 (1)
Pleasant Knoll Apartme	\$725.00
Cambridge EDA	\$-725.00 (1)
Batch Total:	\$0.00

*Housing ACH
Activity*

Σ(1) = 63,711.26

Date: 02/27/2018

Peoples Bank of Commerce / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000158

Created On: 02/27/2018

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$489.00
Bohmer, John	\$1,004.00
Dean & Jennifer Bondes	\$995.00
Charles Satak	\$585.00
Chen Liu	\$5,918.00
Christine LeCuyer	\$357.00
David Findell	\$555.00
Leeanna M. Dudley	\$87.00
Elmer D. Harp	\$572.00
Jenell King	\$554.00
John Maher	\$370.00
Kathryn Dahlberg	\$498.00
Kristine Yerigan	\$250.00
Brian Leet	\$365.00
Michael Doran	\$558.00
Loral Myers	\$242.00
Ordeen Splittstoser	\$799.00
Randall Propp	\$508.00
Richard Berget	\$265.00
Robert Blaisdell-Blais	\$405.00
Robert Mattson	\$538.00
Sharon Johnson	\$322.00
Steve Baker	\$798.00
Paul & Bethany Stiles	\$668.00
Thomas Moody	\$339.00
Thomas Olin	\$304.00
Cambridge EDA	\$-18,345.00
Batch Total:	\$0.00

①

ACH Transaction Report

Batch #: 000156

Created On: 02/27/2018

<u>Name</u>	<u>Amount</u>
Christine LeCuyer	\$357.00
Cambridge EDA	\$-357.00
Batch Total:	\$0.00

①

J

<p>CAMBRIDGE EDA MEETING April 16, 2018 BILLS LIST</p>
--

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	3/14/2018	109835 - 109884	11,655.43
Prepaid Checks	3/21/2018	109889 - 109926	1,320.84
Prepaid Checks	3/28/2018	109954 - 109995	5,709.83
Prepaid Checks	4/4/2018	110022 - 110066	4,853.55
		Prepaid Totals	<hr/> <u>23,539.65</u>

TOTAL SUBMITTED FOR APPROVAL

\$23,539.65

Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	313.09
	Total 2350:		313.09
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3086	Landworks Construction, Inc.	Snow Removal - Bridge Park	262.50
	Total 3086:		262.50
3521	Menards	Materials - Bridge Park	19.72
	Total 3521:		19.72
3829	MN Dept of Labor and Industry	Elevator Annual Operation - Bridge Park Apts	100.00
	Total 3829:		100.00
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 229316	9,990.00
	Total 4011:		9,990.00
4329	Orkin, LLC	Treatment Service - Bridge Park Apts	600.00
	Total 4329:		600.00
4919	Rupp, Anderson, Squires, &	January Legal Expense	108.50
	Total 4919:		108.50
5861	Walmart Community Card	Office Supplies - Bridge Park	4.37
5861	Walmart Community Card	Tenant Services - Bridge Park	134.25
	Total 5861:		138.62
	Grand Totals:		11,655.43

Dated: 3/14/18

City Treasurer: *Cassie Mae*

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/18	03/14/2018	109835	2046	G & K Services, Inc.	205-20100	2.50
03/18	03/14/2018	109837	2350	HD Supply Facilities Maintenance Ltd	901-20100	313.09
03/18	03/14/2018	109844	3056	Lake Superior Laundry Inc.	205-20100	120.50
03/18	03/14/2018	109845	3086	Landworks Construction, Inc.	901-20100	262.50
03/18	03/14/2018	109851	3521	Menards	901-20100	19.72
03/18	03/14/2018	109854	3829	MN Dept of Labor and Industry	901-20100	100.00
03/18	03/14/2018	109856	4011	NAC Mechanical & Electrical	205-20100	9,990.00
03/18	03/14/2018	109859	4329	Orkin, LLC	901-20100	600.00
03/18	03/14/2018	109869	4919	Rupp, Anderson, Squires, &	205-20100	108.50
03/18	03/14/2018	109884	5861	Walmart Community/SYNCB	901-20100	138.62

Grand Totals:

11,655.43

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Retail Focus Group Meals	14.94
969	Cardmember Service	Training - D. Barrett	499.00
Total 969:			513.94
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Repairs and Maint Supplies - Mall	310.00
Total 2411:			310.00
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
Total 3056:			120.50
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Bridge Park	194.50
Total 3086:			194.50
4201	Northland Connect	Bronze Webpage - 02/28/18 - 02/28/19	179.40
Total 4201:			179.40
Grand Totals:			1,320.84

Dated: 3/21/18City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/18	03/21/2018	109889	969	Cardmember Service	901-20100	513.94
03/18	03/21/2018	109903	2046	G & K Services, Inc.	205-20100	2.50
03/18	03/21/2018	109905	2411	Hillyard / Minneapolis	205-20100	310.00
03/18	03/21/2018	109911	3056	Lake Superior Laundry Inc.	205-20100	120.50
03/18	03/21/2018	109912	3086	Landworks Construction, Inc.	901-20100	194.50
03/18	03/21/2018	109926	4201	Northland Connect	205-20100	179.40
Grand Totals:						<u>1,320.84</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	150.00
	Total 1686:		150.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	340.67
	Total 2350:		340.67
3006	Kramer Mechanical Plumbing & H	Unit 308 Repair - Bridge Park	132.00
	Total 3006:		132.00
3376	Marco Technologies LLC	Security Cameras - Bridge Park	65.00
	Total 3376:		65.00
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier - Bridge Park	17.11
	Total 3543:		17.11
3675	MNCAR	Exchange Access - EDC Member	555.00
	Total 3675:		555.00
3933	Mora HRA	March Contracted Section 8 Administration	3,300.42
	Total 3933:		3,300.42
4737	Real Estate Publishing Corporatio	Sponsorship MN Real Estate Retail and Restau	1,000.00
	Total 4737:		1,000.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	69.76
5801	Verizon Wireless	wireless phone service - Maintenance Dept	25.79
5801	Verizon Wireless	wireless phone service - Bridge Park	51.58
	Total 5801:		147.13
	Grand Totals:		5,709.83

Dated: 3/28/18

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/18	03/28/2018	109954	1686	Ecolab Pest Elimination Div.	901-20100	150.00
03/18	03/28/2018	109957	2046	G & K Services, Inc.	205-20100	2.50
03/18	03/28/2018	109961	2350	HD Supply Facilities Maintenance Ltd	901-20100	340.67
03/18	03/28/2018	109968	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	132.00
03/18	03/28/2018	109971	3376	Marco Technologies LLC	901-20100	65.00
03/18	03/28/2018	109975	3543	Metro Sales, Inc.	901-20100	17.11
03/18	03/28/2018	109977	3675	MNCAR Exchange	205-20100	555.00
03/18	03/28/2018	109979	3933	Mora HRA	902-20100	3,300.42
03/18	03/28/2018	109985	4737	Real Estate Publishing Corporation	205-20100	1,000.00
03/18	03/28/2018	109995	5801	Verizon Wireless	901-20100	147.13
Grand Totals:						<u>5,709.83</u>

Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2506	IDM Hospitality Consulting	Hotel Market Study	500.00
Total 2506:			500.00
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
Total 3056:			120.50
3501	MEI Total Elevator Solutions	April Service Billing	243.21
Total 3501:			243.21
4211	Northland Fire Protection	Annual inspection of fire alarm system - Bridge	810.00
Total 4211:			810.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - May	1,459.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - May	729.50
Total 5191:			2,188.50
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	232.56
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	304.66
Total 5878:			537.22
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			451.62
Grand Totals:			4,853.55

Dated: 4/4/18

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/18	04/04/2018	110022	2046	G & K Services, Inc.	205-20100	2.50
04/18	04/04/2018	110026	2506	IDM Consulting	205-20100	500.00
04/18	04/04/2018	110032	3056	Lake Superior Laundry Inc.	205-20100	120.50
04/18	04/04/2018	110036	3501	Minnesota Elevator, Inc	901-20100	243.21
04/18	04/04/2018	110050	4211	Northland Fire Protection	901-20100	810.00
04/18	04/04/2018	110055	5191	SPEW Health Plan	205-20100	2,188.50
04/18	04/04/2018	110064	5878	Waste Management of WI-MN	205-20100	537.22
04/18	04/04/2018	110066	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						<u>4,853.55</u>