

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
February 1, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, February 1, 2016 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Joe Morin, Vice President Howard Lewis, and EDA members Lisa Iverson, Marlys Palmer, and Tiffany Kafer. All present, no absences.

Staff Present: Lynda Woulfe, Executive Director and Marilyn Fromm, Housing Supervisor.

Call to Order

Morin called the meeting to order at 5:21 pm.

Annual Meeting – Election of Officers

Woulfe opened the floor for nominations. Lewis nominated Morin for the EDA President. Morin accepted the nomination. No other nominations were received. The EDA Board confirmed Morin as the EDA Present.

Morin opened the floor for nominations for Vice President. Iverson nominated Lewis for Vice President. Palmer questioned if it was the same as last year as she thought they were making appointments every two years. Woulfe confirmed Lewis was Vice President last year. Lewis nominated Kafer as Treasurer. Upon no further nominations, the EDA Board confirmed Lewis for Vice President and Kafer for Treasurer.

Lynda Woulfe was appointed as Secretary.

Lewis moved, seconded by Palmer to confirm the appointment of Lynda Woulfe as the Executive Director and confirm the appointment of Caroline Moe as the Assistant Treasurer. Motion carried unanimously.

Kafer moved, seconded by Iverson to approve the EDA Code of Conduct and Bylaws. Motion carried unanimously.

Approval of Agenda

Kafer moved, seconded by Lewis, to approve the agenda as presented. Morin noted there was an updated housing report that was passed out by staff. Motion carried unanimously.

Consent Agenda

Kafer pulled F and Morin pulled E for discussion. Iverson moved, seconded by Lewis, to approve the consent agenda items A – D & G, as presented:

- A. Approve January 4, 2016 EDA meeting minutes
- B. Approve EDA Draft December 2015 Financial Statements
- C. Housing Division Bills check #16721 and ACH batches with transactions totaling \$49,581.90
- D. Approve EDA Admin Division bills checks #101625 - #101836 totaling \$18,692.52
- G. Approve contract for capital project at Bridge Park

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

E. Housing Supervisor Report

Fromm reviewed some of the items that are contained within the handbook that is given to new residents.

Morin asked if there is anything the Board can do to help with the smoking issue. Fromm explained she contacted Live Smoke Free Housing and they suggested she send out policy reminders. Fromm reviewed some of the things she plans to do to help tenants understand the policy and also suggested printing out cessation materials along with having a speaker come and talk with tenants about the benefits of quitting. Iverson confirmed there are currently 15 smokers in the building and 1 that is still allowed to smoke in their apartment because they were grandfathered in with the policy change. Iverson asked if tenants sign a document declaring they are a smoker. Fromm explained staff can no longer have tenants sign a document declaring whether or not they smoke because it is a violation of their privacy, however, they can sign a policy stating they understand the rules. Iverson moved, seconded by Lewis to approve the Housing Supervisor report.

F. Approve lease renewal with In His Steps Ballet

Kafer asked if it is typical that tenants monthly rent increases at the rate of \$25 each year. Woulfe confirmed rate increases in multi-year leases was typical. Kafer commented that it is signed by In His Steps Ballet so she must have agreed to it. Kafer moved, seconded by Lewis to approve the lease as presented. Motion carried unanimously.

New Business

There was no new business.

Unfinished Business

There was no unfinished business.

Adjournment

Kafer moved, seconded by Lewis, to adjourn the meeting at 5:44 p.m. Motion carried unanimously.



Joe Morin, President

ATTEST:



Lynda J. Woulfe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
DECEMBER 31, 2015

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(5,939.25)	
901-10102	INVESTMENTS--PBC	317,857.04	
901-10103	INVESTMENTS-MINNCO	16,314.31	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	266,989.36	
901-15500	PREPAID EXPENSES	1,830.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,154,993.21	
901-16260	ACCUM DEPREC BUILDING IMPROV	22,860.00	
901-16300	SITE IMPROVEMENTS	126,849.24	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	42,659.20	
901-16450	FURN, EQUIP, MACH-ADMIN	83,544.39	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,640,539.22)	
	TOTAL ASSETS		<u><u>1,072,347.63</u></u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	14,557.66	
901-21650	ACCRUED VACATION & SICK PAY	33,095.27	
901-22600	TENANT SECURITY DEPOSITS	23,441.38	
	TOTAL LIABILITIES		71,094.31

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	613,948.14	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA	(227,249.46)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>85,749.41</u>	
	BALANCE - CURRENT DATE	<u>85,749.41</u>	
	TOTAL FUND EQUITY		<u>1,001,253.32</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,072,347.63</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015
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	80,773.00	(10,773.00)	115.39	74,818.00
TOTAL INTERGOVERNMENTAL REVE	70,000.00	70,000.00	80,773.00	(10,773.00)	115.39	74,818.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	258.00	(158.00)	258.00	275.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	2,188.47	(688.47)	145.90	2,116.75
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	2,446.47	(846.47)	152.90	2,391.75
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	145,000.00	145,000.00	155,423.25	(10,423.25)	107.19	148,580.66
901-37221 LAUNDRY INCOME BRIDGE PARK	6,000.00	6,000.00	7,336.25	(1,336.25)	122.27	6,587.50
TOTAL RENTAL INCOME	151,000.00	151,000.00	162,759.50	(11,759.50)	107.79	155,168.16
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	53,519.12
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	53,519.12
TOTAL FUND REVENUE	<u>257,600.00</u>	<u>257,600.00</u>	<u>245,978.97</u>			<u>285,897.03</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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>						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	.00	.00	3,024.92	3,024.92	.00	29,879.50
901-49500-103 ADMIN PART-TIME - REGULAR	31,048.00	31,048.00	23,353.15	(7,694.85)	75.22	.00
901-49500-112 EDA HOUSING BOARD PAY	.00	.00	.00	.00	.00	1,540.00
901-49500-121 PERA (EMPLOYER)	2,251.00	2,251.00	(85.61)	(2,336.61)	(3.80)	2,254.85
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	2,151.55	(223.45)	90.59	2,494.08
901-49500-131 MEDICAL/LIFE/DENTAL	52.00	52.00	.00	(52.00)	.00	17.28
901-49500-151 WORKERS' COMPENSATION PREMIU	266.00	266.00	240.87	(25.13)	90.55	215.79
TOTAL PERSONAL SERVICES	35,992.00	35,992.00	28,684.88	(7,307.12)	79.70	36,401.50
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	602.30	(897.70)	40.15	1,372.15
TOTAL SUPPLIES	1,500.00	1,500.00	602.30	(897.70)	40.15	1,372.15
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	100.00	100.00	.00	(100.00)	.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	2,000.00	(1,000.00)	66.67	3,000.00
901-49500-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
901-49500-321 TELEPHONE EXPENSE	3,000.00	3,000.00	6,867.62	3,867.62	228.92	2,060.83
901-49500-322 POSTAGE	250.00	250.00	147.00	(103.00)	58.80	164.50
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	51.07
901-49500-340 ADVERTISING	100.00	100.00	30.80	(69.20)	30.80	62.23
TOTAL OTHER SERVICES AND CHA	6,550.00	6,550.00	9,045.42	2,495.42	138.10	5,776.63
<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	3,000.00	3,000.00	303.87	(2,696.13)	10.13	669.71
901-49500-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	2,018.00	1,018.00	201.80	410.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00	(500.00)	.00	.00
TOTAL MISCELLANEOUS	6,500.00	6,500.00	2,321.87	(4,178.13)	35.72	1,079.71
TOTAL LOW RENT ADMINISTRATION	50,542.00	50,542.00	40,654.47	(9,887.53)	80.44	44,629.99

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	1,353.88	1,153.88	676.94	403.45
<i>TOTAL SUPPLIES</i>	200.00	200.00	1,353.88	1,153.88	676.94	403.45
TOTAL LOW RENT TENANT SERVICE	200.00	200.00	1,353.88	1,153.88	676.94	403.45

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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>						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	25,764.00	25,764.00	2,967.04	(22,796.96)	11.52	38,662.79
901-49700-103 MAINT PT EMPLOYEES - REGULAR	.00	.00	23,071.57	23,071.57	.00	.00
901-49700-121 PERA (EMPLOYER)	1,868.00	1,868.00	(147.10)	(2,015.10)	(7.87)	2,806.78
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,971.00	1,971.00	2,230.28	259.28	113.15	2,879.59
901-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	9,314.32
901-49700-133 DEDUCTIBLE CONTRIBUTION	.00	.00	.00	.00	.00	728.92
901-49700-151 WORKERS' COMPENSATION PREMIU	1,190.00	1,190.00	1,731.64	541.64	145.52	1,946.22
901-49700-154 HRA/FLEX FEES	.00	.00	.00	.00	.00	52.32
TOTAL PERSONAL SERVICES	30,793.00	30,793.00	29,853.43	(939.57)	96.95	56,390.94
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	2,190.08	(2,209.92)	49.77	3,574.47
901-49700-212 FUEL PURCHASE	200.00	200.00	110.35	(89.65)	55.18	107.21
TOTAL SUPPLIES	4,600.00	4,600.00	2,300.43	(2,299.57)	50.01	3,681.68
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	16,000.00	16,000.00	14,105.53	(1,894.47)	88.16	17,861.05
901-49700-360 INSURANCE AND BONDS	13,500.00	13,500.00	11,622.75	(1,877.25)	86.09	12,230.50
901-49700-370 PAYMENT IN LIEU OF TAXES	11,100.00	11,100.00	12,296.00	1,196.00	110.77	11,574.00
901-49700-381 ELECTRIC UTILITIES	35,700.00	35,700.00	28,575.37	(7,124.63)	80.04	29,874.16
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	8,656.74	(1,343.26)	86.57	8,300.42
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	4,702.40	(1,297.60)	78.37	7,286.53
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	1,932.56	(167.44)	92.03	2,055.32
TOTAL OTHER SERVICES AND CHA	94,400.00	94,400.00	81,891.35	(12,508.65)	86.75	89,181.98
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	70,000.00	70,000.00	* .00	(70,000.00)	.00	46,356.53
901-49700-430 MISCELLANEOUS & GENERAL EXP	65.00	65.00	.00	(65.00)	.00	3.53
TOTAL MISCELLANEOUS	70,065.00	70,065.00	.00	(70,065.00)	.00	46,360.06
<i>IMPROVEMENTS/BETTERMENTS</i>						
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	4,176.00	4,176.00	.00	6,246.00
TOTAL IMPROVEMENTS/BETTERM	7,000.00	7,000.00	4,176.00	(2,824.00)	59.66	6,246.00
TOTAL LOW RENT MAINTENANCE	206,858.00	206,858.00	118,221.21	(88,636.79)	57.15	201,860.66

* need to calculate deprec. exp

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	257,600.00	257,600.00	160,229.56			246,894.10
NET REVENUES OVER EXPENDITURE	.00	.00	85,749.41			39,002.93

CITY OF CAMBRIDGE
 BALANCE SHEET
 DECEMBER 31, 2015

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	65,802.32	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		<u>65,802.32</u>

LIABILITIES AND EQUITY

LIABILITIES

902-20200	ACCOUNTS PAYABLE	2,789.01	
902-22200	DEFERRED REVENUE-UNEARNED GRAN	603.77	
	TOTAL LIABILITIES		3,392.78

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	47,257.42	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	15,152.12	
	BALANCE - CURRENT DATE	15,152.12	
	TOTAL FUND EQUITY		<u>62,409.54</u>
	TOTAL LIABILITIES AND EQUITY		<u>65,802.32</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	40,000.00	40,000.00	43,514.00	(3,514.00)	108.79	39,773.00
TOTAL INTERGOVERNMENTAL REVE	40,000.00	40,000.00	43,514.00	(3,514.00)	108.79	39,773.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	.00	.00	11,999.79	(11,999.79)	.00	25,350.74
902-35100 FRAUD RECOVERY INCOME	.00	.00	.00	.00	.00	923.00
TOTAL RENTAL INCOME	.00	.00	11,999.79	(11,999.79)	.00	26,273.74
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	54.17	(54.17)	.00	52.04
TOTAL INTEREST	.00	.00	54.17	(54.17)	.00	52.04
TOTAL FUND REVENUE	40,000.00	40,000.00	55,567.96			66,098.78

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 ADMINISTRATIVE						
<i>PERSONAL SERVICES</i>						
902-49500-101 ADMIN FULL-TIME EMP - REGULAR	.00	.00	.00	.00	.00	31,062.35
902-49500-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	2,254.60
902-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	2,376.28
902-49500-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	17.28
902-49500-151 WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	215.81
<i>TOTAL PERSONAL SERVICES</i>	.00	.00	.00	.00	.00	35,926.32
<i>SUPPLIES</i>						
902-49500-201 OFFICE SUPPLIES	.00	.00	.00	.00	.00	1,460.35
<i>TOTAL SUPPLIES</i>	.00	.00	.00	.00	.00	1,460.35
<i>OTHER SERVICES AND CHARGES</i>						
902-49500-304 LEGAL FEES	.00	.00	.00	.00	.00	15.63
902-49500-306 AUDIT FEES	3,000.00	3,000.00	2,000.00	(1,000.00)	66.67	3,000.00
902-49500-307 CONTRACTED SECT 8 ADMIN	36,000.00	36,000.00	38,638.84	2,638.84	107.33	.00
902-49500-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
902-49500-321 TELEPHONE	.00	.00	.00	.00	.00	1,660.84
902-49500-322 POSTAGE	.00	.00	.00	.00	.00	399.70
902-49500-331 TRAVEL/MEALS/LODGING	.00	.00	.00	.00	.00	724.28
902-49500-340 ADVERTISING	.00	.00	.00	.00	.00	76.80
<i>TOTAL OTHER SERVICES AND CHA</i>	39,000.00	39,000.00	40,638.84	1,638.84	104.20	6,315.25
<i>MISCELLANEOUS</i>						
902-49500-409 LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
902-49500-413 RENTALS - OFFICE EQUIPMENT	.00	.00	.00	.00	.00	669.68
902-49500-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	310.00
902-49500-440 STAFF TRAINING	.00	.00	.00	.00	.00	28.00
<i>TOTAL MISCELLANEOUS</i>	1,000.00	1,000.00	.00	(1,000.00)	.00	1,007.68
TOTAL SECT 8 ADMINISTRATIVE	40,000.00	40,000.00	40,638.84	638.84	101.60	44,709.60

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 MAINTENANCE						
<i>PERSONAL SERVICES</i>						
902-49700-101 INSPECT FULL-TIME EMP- REGULAR	.00	.00	.00	.00	.00	12,887.61
902-49700-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	935.57
902-49700-122 FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	959.94
902-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	3,558.54
902-49700-133 INSURANCE DEDUCTIBLE	.00	.00	.00	.00	.00	242.97
902-49700-151 WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	898.05
902-49700-154 HRA/FLEX FEES	.00	.00	.00	.00	.00	18.55
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	19,501.23
TOTAL SECT 8 MAINTENANCE	.00	.00	.00	.00	.00	19,501.23

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	303,727.00	303,727.00	.00	341,717.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(303,727.00)	(303,727.00)	.00	(341,717.00)
902-49775-376 URP PORT REC	.00	.00	329.00	329.00	.00	2,171.00
902-49775-378 PORT REC URP REIMB	.00	.00	(552.00)	(552.00)	.00	(2,171.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	(223.00)	(223.00)	.00	.00
<i>TOTAL HAP OCCUPIED UNITS</i>	.00	.00	(223.00)	(223.00)	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	40,000.00	40,000.00	40,415.84			64,210.83
NET REVENUES OVER EXPENDITURE	.00	.00	15,152.12			1,887.95

CITY OF CAMBRIDGE
BALANCE SHEET
DECEMBER 31, 2015

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	261,197.75	
903-10200	EDA HOUSING DIV OPERATING CASH	<u>75,599.58</u>	
	TOTAL ASSETS		<u>336,797.33</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	312,187.68	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>24,609.65</u>	
	BALANCE - CURRENT DATE	<u>24,609.65</u>	
	TOTAL FUND EQUITY		<u>336,797.33</u>
	TOTAL LIABILITIES AND EQUITY		<u>336,797.33</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	42,000.00	42,000.00	72,109.00	(30,109.00)	171.69	103,984.00
TOTAL INTERGOVERNMENTAL REVE	42,000.00	42,000.00	72,109.00	(30,109.00)	171.69	103,984.00
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	4,000.00	4,000.00	6,446.00	(2,446.00)	161.15	10,800.00
TOTAL CHARGES FOR SERVICES	4,000.00	4,000.00	6,446.00	(2,446.00)	161.15	10,800.00
<u>INTEREST & MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	2,546.52	(2,546.52)	.00	.00
903-36210 INTEREST EARNINGS	500.00	500.00	1,625.70	(1,125.70)	325.14	1,606.83
TOTAL INTEREST & MISC INCOME	500.00	500.00	4,172.22	(3,672.22)	834.44	1,606.83
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	16,434.25	(1,434.25)	109.56	13,143.75
TOTAL OTHER REVENUES	15,000.00	15,000.00	16,434.25	(1,434.25)	109.56	13,143.75
TOTAL FUND REVENUE	<u>61,500.00</u>	<u>61,500.00</u>	<u>99,161.47</u>			<u>129,534.58</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-ADMIN</u>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	1,575.00	(525.00)	75.00	.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	.00	.00	120.43	120.43	.00	.00
	<i>TOTAL FUNCTION 1</i>	<u>2,100.00</u>	<u>2,100.00</u>	<u>1,695.43</u>	<u>(404.57)</u>	<u>80.73</u>	<u>.00</u>
<i>SUPPLIES</i>							
903-49500-201	OFFICE SUPPLY	.00	.00	.00	.00	.00	16.00
	<i>TOTAL SUPPLIES</i>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>16.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	500.00	500.00	376.39	(123.61)	75.28	852.71
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>376.39</u>	<u>(123.61)</u>	<u>75.28</u>	<u>852.71</u>
<i>MISCELLANEOUS</i>							
903-49500-433	DUES AND SUBSCRIPTIONS	.00	.00	567.00	567.00	.00	.00
	<i>TOTAL MISCELLANEOUS</i>	<u>.00</u>	<u>.00</u>	<u>567.00</u>	<u>567.00</u>	<u>.00</u>	<u>.00</u>
	TOTAL OTHER HOUSING BUS ACTIV	<u><u>2,600.00</u></u>	<u><u>2,600.00</u></u>	<u><u>2,638.82</u></u>	<u><u>38.82</u></u>	<u><u>101.49</u></u>	<u><u>868.71</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-MAINT</u>						
<i>PERSONAL SERVICES</i>						
903-49700-101 MAINT FT EMPLOYEES - REGULAR	.00	.00	.00	.00	.00	9,549.01
903-49700-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	708.36
903-49700-122 FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	722.47
903-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	2,979.50
903-49700-151 WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	610.62
<i>TOTAL PERSONAL SERVICES</i>	.00	.00	.00	.00	.00	14,569.96
<i>FUNCTION 4</i>						
903-49700-489 OTHER CONTRACTED SERVICES	16,900.00	16,900.00	.00	(16,900.00)	.00	.00
<i>TOTAL FUNCTION 4</i>	16,900.00	16,900.00	.00	(16,900.00)	.00	.00
TOTAL OTHER HOUSING BUS ACTIV	16,900.00	16,900.00	.00	(16,900.00)	.00	14,569.96

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HOUSING ASSISTANCE PROGRAMS</u>							
<i>HAP EXPENDITURES</i>							
903-49775-370	HAP-MHFA	42,000.00	42,000.00	71,913.00	29,913.00	171.22	103,984.00
<i>TOTAL HAP EXPENDITURES</i>		42,000.00	42,000.00	71,913.00	29,913.00	171.22	103,984.00
TOTAL HOUSING ASSISTANCE PRO		42,000.00	42,000.00	71,913.00	29,913.00	171.22	103,984.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	61,500.00	61,500.00	74,551.82			119,422.67
NET REVENUES OVER EXPENDITURE	.00	.00	24,609.65			10,111.91

CITY OF CAMBRIDGE
BALANCE SHEET
DECEMBER 31, 2015

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	<u>6,000.00</u>	
	TOTAL ASSETS		<u>6,000.00</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>6,000.00</u>	
	BALANCE - CURRENT DATE	<u>6,000.00</u>	
	TOTAL FUND EQUITY		<u>6,000.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>6,000.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	35,000.00	35,000.00	6,000.00	29,000.00	17.14	53,519.12
	TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	6,000.00	29,000.00	17.14	53,519.12
	TOTAL FUND REVENUE	35,000.00	35,000.00	6,000.00			53,519.12

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	35,000.00	35,000.00	.00	(35,000.00)	.00	53,519.12
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	(35,000.00)	.00	53,519.12
	TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	(35,000.00)	.00	53,519.12

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	35,000.00	35,000.00	.00			53,519.12
NET REVENUES OVER EXPENDITURE	.00	.00	6,000.00			.00

CITY OF CAMBRIDGE
BALANCE SHEET
DECEMBER 31, 2015

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT		4,984.38
905-10200	EDA OPERATING ACCT-SECTION 8	(2,814.72)
	TOTAL ASSETS		<u>2,169.66</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW		4,984.38
	TOTAL LIABILITIES		4,984.38
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP		3,417.78
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(6,232.50)
	BALANCE - CURRENT DATE	(6,232.50)
	TOTAL FUND EQUITY		<u>(2,814.72)</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,169.66</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	294,371.00	294,371.00	279,272.00	15,099.00	94.87	287,652.00
TOTAL INTERGOVERNMENTAL REVE	294,371.00	294,371.00	279,272.00	15,099.00	94.87	287,652.00
<u>SOURCE 35</u>						
905-35100 FRAUD RECOVERY	.00	.00	.00	.00	.00	923.00
TOTAL SOURCE 35	.00	.00	.00	.00	.00	923.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	3.00	(3.00)	.00	6.81
TOTAL INTEREST	.00	.00	3.00	(3.00)	.00	6.81
 TOTAL FUND REVENUE	 <u>294,371.00</u>	 <u>294,371.00</u>	 <u>279,275.00</u>			 <u>288,581.81</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
HAP EXPENDITURES						
<i>HAP EXPENDITURES</i>						
905-49775-370 HAP OCCUPIED UNITS	.00	.00	280,378.00	280,378.00	.00	290,401.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	180.00	180.00	.00	759.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	2,870.00	2,870.00	.00	488.00
905-49775-375 FSS	.00	.00	1,860.00	1,860.00	.00	1,812.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	219.50	219.50	.00	39.88
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	285,507.50	285,507.50	.00	293,499.88
TOTAL HAP EXPENDITURES	.00	.00	285,507.50	285,507.50	.00	293,499.88

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	285,507.50			293,499.88
NET REVENUES OVER EXPENDITURE	294,371.00	294,371.00	(6,232.50)			(4,918.07)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SOURCE 33</u>						
205-33632 INIT FOUND DESIGN TEAM GRANT	.00	.00	4,000.00	(4,000.00)	.00	.00
TOTAL SOURCE 33	.00	.00	4,000.00	(4,000.00)	.00	.00
<u>INTEREST</u>						
205-36210 INTEREST EARNINGS	100.00	100.00	4,439.46	(4,339.46)	4,439.46	3,858.46
TOTAL INTEREST	100.00	100.00	4,439.46	(4,339.46)	4,439.46	3,858.46
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	38,590.26	(38,590.26)	.00	123.60
205-37220 RENTAL FEES	225,000.00	225,000.00	220,461.33	4,538.67	97.98	226,395.50
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	259,051.59	(34,051.59)	115.13	226,519.10
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	7,400.00
TOTAL TRANSFERS FROM OTHER FU	.00	.00	.00	.00	.00	7,400.00
TOTAL FUND REVENUE	225,100.00	225,100.00	267,491.05			237,777.56

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>EDA ADMINISTRATION</i>						
<i>PERSONAL SERVICES</i>						
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	630.00	(1,870.00)	25.20	595.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	191.00	191.00	48.23	(142.77)	25.25	45.55
<i>TOTAL PERSONAL SERVICES</i>	<i>2,691.00</i>	<i>2,691.00</i>	<i>678.23</i>	<i>(2,012.77)</i>	<i>25.20</i>	<i>640.55</i>
<i>SUPPLIES</i>						
205-41930-222 RENTAL OPERATIONS EXPENSE	.00	.00	.00	.00	.00	87.61
<i>TOTAL SUPPLIES</i>	<i>.00</i>	<i>.00</i>	<i>.00</i>	<i>.00</i>	<i>.00</i>	<i>87.61</i>
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	650.00	(4,350.00)	13.00	.00
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	711.73	(38.27)	94.90	112.97
205-41930-334 MILEAGE REIMBURSEMENT	250.00	250.00	.00	(250.00)	.00	147.84
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	15.54	(184.46)	7.77	.00
205-41930-360 INSURANCE AND BONDS	2,800.00	2,800.00	1,195.43	(1,604.57)	42.69	1,067.47
205-41930-381 ELECTRIC UTILITIES	.00	.00	305.70	305.70	.00	.00
205-41930-382 WATER/SEWER/STORM PROPERTY A	.00	.00	39.06	39.06	.00	.00
<i>TOTAL OTHER SERVICES & CHARG</i>	<i>9,000.00</i>	<i>9,000.00</i>	<i>2,917.46</i>	<i>(6,082.54)</i>	<i>32.42</i>	<i>1,328.28</i>
<i>MISCELLANEOUS</i>						
205-41930-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	1,000.00	(1,000.00)	50.00	250.00
205-41930-440 SCHOOLS & MEETINGS	2,050.00	2,050.00	658.00	(1,392.00)	32.10	893.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	7,160.43	4,160.43	238.68	8,830.00
205-41930-487 MN DESIGN TEAM PROJECT	.00	.00	2,500.00	2,500.00	.00	.00
205-41930-488 DOWNTOWN TASK FORCE	.00	4,379.00	600.00	(3,779.00)	13.70	5,620.56
205-41930-489 IND PARK MARKETING	13,600.00	20,245.00	19,175.01	(1,069.99)	94.71	12,668.53
<i>TOTAL MISCELLANEOUS</i>	<i>20,650.00</i>	<i>31,874.00</i>	<i>31,093.44</i>	<i>(580.56)</i>	<i>98.17</i>	<i>28,262.09</i>
TOTAL EDA ADMINISTRATION	32,341.00	43,365.00	34,689.13	(8,675.87)	79.99	30,318.53

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

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	22,907.00	22,907.00	23,813.39	906.39	103.96	19,946.37
205-47000-102	FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
205-47000-121	PERA (EMPLOYER)	1,734.00	1,734.00	1,717.86	(16.14)	99.07	1,482.84
205-47000-122	FICA/MEDICARE (EMPLOYER)	1,829.00	1,829.00	1,742.62	(86.38)	95.28	1,510.19
205-47000-131	MEDICAL/DENTAL/LIFE	6,910.00	6,910.00	6,826.92	(83.08)	98.80	6,004.48
205-47000-133	DEDUCTIBLE CONTRIBUTION	600.00	600.00	716.84	116.84	119.47	.00
205-47000-151	WORKERS' COMPENSATION PREMIU	1,389.00	1,389.00	1,496.13	107.13	107.71	820.97
205-47000-154	HRA/FLEX FEES	100.00	100.00	36.85	(63.15)	36.85	34.85
	TOTAL PERSONAL SERVICES	36,469.00	36,469.00	36,350.61	(118.39)	99.68	29,799.70
<i>SUPPLIES</i>							
205-47000-211	MISC OPERATING SERVICES	.00	.00	188.49	188.49	.00	2,271.74
205-47000-212	GASOLINE/FUEL	.00	.00	95.02	95.02	.00	90.15
205-47000-221	REPAIRS & MAINTENANCE SUPPLIES	7,000.00	7,000.00	6,387.33	(612.67)	91.25	11,157.77
	TOTAL SUPPLIES	7,000.00	7,000.00	6,670.84	(329.16)	95.30	13,519.66
<i>OTHER SERVICES & CHARGES</i>							
205-47000-321	TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	179.56	(1,420.44)	11.22	847.68
205-47000-360	INSURANCE AND BONDS	7,000.00	7,000.00	5,205.00	(1,795.00)	74.36	5,478.75
205-47000-381	ELECTRIC UTILITIES	23,010.00	23,010.00	18,209.64	(4,800.36)	79.14	16,828.67
205-47000-382	WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	5,106.91	(593.09)	89.59	4,643.84
205-47000-383	GAS UTILITIES	6,000.00	6,000.00	3,535.32	(2,464.68)	58.92	4,875.04
205-47000-384	REFUSE HAULING	4,500.00	4,500.00	4,095.96	(404.04)	91.02	4,109.24
	TOTAL OTHER SERVICES & CHARG	47,810.00	47,810.00	36,332.39	(11,477.61)	75.99	36,783.22
<i>MISCELLANEOUS</i>							
205-47000-401	REP & MAINT-BLDG/STRUCTURES	2,500.00	2,500.00	11,704.19	9,204.19	468.17	1,484.43
205-47000-413	BNSF PARKING LOT LEASE	800.00	800.00	1,482.22	682.22	185.28	2,765.16
205-47000-489	OTHER CONTRACTED SERVICES	12,000.00	12,000.00	8,501.68	(3,498.32)	70.85	8,147.61
205-47000-490	MALL CAP FUND CONTRIBUTION	50,000.00	50,000.00	50,000.00	.00	100.00	50,000.00
205-47000-491	WORK FORCE CENTER BUILDOUT	.00	.00	38,453.00	38,453.00	.00	.00
205-47000-494	LANDSCAPING/FRONT EXTERIOR PR	.00	.00	.00	.00	.00	17,788.00
205-47000-496	MALL CAPITAL EQUIPMENT	.00	.00	3,051.47	3,051.47	.00	11,785.72
205-47000-497	SENIOR CENTER TENANT BUILDOUT	.00	.00	.00	.00	.00	88,634.86
	TOTAL MISCELLANEOUS	65,300.00	65,300.00	113,192.56	47,892.56	173.34	180,605.78
	TOTAL MALL OPERATING EXPENSE	156,579.00	156,579.00	192,546.40	35,967.40	122.97	260,708.36

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	188,920.00	199,944.00	227,235.53			291,026.89
NET REVENUES OVER EXPENDITURE	36,180.00	25,156.00	40,255.52			(53,249.33)

Date: 01/25/2016

Time: 13:50:47

Cambridge EDA
Check Register Detail Report
 Cambridge
 From: 01/01/2016 To: 01/25/2016

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
01/04/2016	ADJST	Peoples Bank Of Commerce	Payment	46,680.00	364,896.54	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	24,364.00	389,260.54	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	3,324.00	392,584.54	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	288.96	392,873.50	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	5,643.65	398,517.15	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	4,778.00	403,295.15	
01/04/2016	DEP	Peoples Bank Of Commerce	Deposit	53.00	403,348.15	
01/04/2016	016720	Peoples Bank Of Commerce	Payment	2,892.91	400,455.24	
01/06/2016	ADJST	Peoples Bank Of Commerce	Payment	250.00	400,205.24	
		Sharon Stone NSF- check returned				
01/06/2016	DEP	Peoples Bank Of Commerce	Deposit	6,653.00	406,858.24	
		Sharon Stone NSF- check returned				
01/06/2016	DEP	Peoples Bank Of Commerce	Deposit	1,200.00	408,058.24	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	355.50	408,413.74	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	495.00	408,908.74	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	7,353.00	416,261.74	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	296.17	416,557.91	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	865.50	417,423.41	
01/07/2016	DEP	Peoples Bank Of Commerce	Deposit	16,329.58	433,752.99	

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Date: 01/25/2016
Time: 13:50:47

Cambridge EDA
Check Register Detail Report
Cambridge
From: 01/01/2016 To: 01/25/2016

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
01/14/2016	016721	Mora HRA	Payment	2,901.19	430,851.80	
		January 2016 Section 8 Admin fees				

<p>CAMBRIDGE EDA MEETING February 1, 2016 BILLS LIST</p>
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Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	12/30/2015	101625 - 101650	1,015.45
Prepaid Checks	1/7/2016	101688 - 101738	4,284.56
Prepaid Checks	1/13/2016	101756 - 101796	13,036.63
Prepaid Checks	1/21/2016	101821 - 101836	355.88
Prepaid Checks			
	Prepaid Totals		<hr/> 18,692.52 <hr/>

TOTAL SUBMITTED FOR APPROVAL

\$18,692.52

Vendor	Vendor Name	Description	Net Invoice Amount
1208	Coit Services	Carpet Cleaning - Workforce	774.00
Total 1208:			774.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	72.95
Total 2411:			72.95
4011	NAC Mechanical & Electrical	Repairs & Maint - Mall	166.00
Total 4011:			166.00
Grand Totals:			1,015.45

Dated: 12/30/15

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/15	12/30/2015	101625	1208	Coit Services	205-20100	774.00
12/15	12/30/2015	101634	2046	G & K Services, Inc.	205-20100	2.50
12/15	12/30/2015	101636	2411	Hillyard / Minneapolis	205-20100	72.95
12/15	12/30/2015	101650	4011	NAC Mechanical & Electrical	205-20100	166.00
Grand Totals:						<u>1,015.45</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1661	East Central Sanitation	Trash Removal - Bridge Park	143.12
	Total 1661:		143.12
1701	EDAM	Firm Membership	250.00
	Total 1701:		250.00
1716	Ehlers & Associates, Inc.	Ehlers 2016 Public Finance Seminar - S. Gustaf	280.00
	Total 1716:		280.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2378	Herb's Carpet Repair LLC	Remove & Install Carpet - Bridge Park	1,440.00
	Total 2378:		1,440.00
3086	Landworks Construction, Inc.	Snow Removal - Bridge Park	255.00
	Total 3086:		255.00
4191	Northern Technology Initiative	GPS45:93 2016 Annual Dues	850.00
	Total 4191:		850.00
4471	PHADA	EDA Member Dues	150.00
	Total 4471:		150.00
4661	Quill Corporation	Materials & Oper Supplies - Bridge Park	160.44
	Total 4661:		160.44
5191	SPEW Health Plan	Health Insurance Premium - February	633.50
	Total 5191:		633.50
5836	Vintage Lock	Keys - Bridge Park	60.00
5836	Vintage Lock	Diagnose Adjust Opener - Bridge Park	60.00
	Total 5836:		120.00
	Grand Totals:		4,284.56

Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 1/7/2014

City Treasurer: Caroline Muri

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/16	01/07/2016	101688	1661	East Central Sanitation	901-20100	143.12
01/16	01/07/2016	101690	1701	EDAM	205-20100	250.00
01/16	01/07/2016	101691	1716	Ehlers & Associates, Inc.	205-20100	280.00
01/16	01/07/2016	101694	2046	G & K Services, Inc.	205-20100	2.50
01/16	01/07/2016	101700	2378	Herb's Carpet Repair LLC	901-20100	1,440.00
01/16	01/07/2016	101705	3086	Landworks Construction, Inc.	901-20100	255.00
01/16	01/07/2016	101721	4191	Northern Technology Initiative	205-20100	850.00
01/16	01/07/2016	101722	4471	PHADA	901-20100	150.00
01/16	01/07/2016	101724	4661	Quill Corporation	901-20100	160.44
01/16	01/07/2016	101727	5191	SPEW Health Plan	205-20100	633.50
01/16	01/07/2016	101738	5836	Vintage Lock	901-20100	120.00
Grand Totals:						<u>4,284.56</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1661	East Central Sanitation	Trash Removal - 180 Buchanan St N	314.50
	Total 1661:		314.50
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2601	Isanti Co Treasurer-Auditor	Payment in Lieu of Taxes - 2015 - Bridge Park	12,296.00
	Total 2601:		12,296.00
3056	Lake Superior Laundry Inc.	Mall Rugs	55.65
	Total 3056:		55.65
3501	MEI Total Elevator Solutions	January Service Billing - Bridge Park Apts	218.77
	Total 3501:		218.77
3521	Menards	Maintenance Supplies - Mall	6.11
	Total 3521:		6.11
5861	Walmart Community Card	Tenant Services - Bridge Park	117.64
5861	Walmart Community Card	Materials - Bridge Park	25.46
	Total 5861:		143.10
	Grand Totals:		13,036.63

Dated: 1/13/16

City Treasurer: Caroline Hume

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/16	01/13/2016	101756	1661	East Central Sanitation	205-20100	314.50
01/16	01/13/2016	101758	2046	G & K Services, Inc.	205-20100	2.50
01/16	01/13/2016	101760	2601	Isanti Co Treasurer-Auditor	901-20100	12,296.00
01/16	01/13/2016	101765	3056	Lake Superior Laundry Inc.	205-20100	55.65
01/16	01/13/2016	101768	3501	Minnesota Elevator, Inc	901-20100	218.77
01/16	01/13/2016	101769	3521	Menards	205-20100	6.11
01/16	01/13/2016	101796	5861	Walmart Business/SYNCB	901-20100	143.10
Grand Totals:						<u>13,036.63</u>

Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2986	Konica Minolta Business	BIZHUB C650 Printer/Copier - Copy Charge	30.00
	Total 2986:		30.00
3056	Lake Superior Laundry Inc.	Mall Rugs	7.40
	Total 3056:		7.40
3086	Landworks Construction, Inc.	Snow Removal - Bridge Park	266.00
	Total 3086:		266.00
3521	Menards	Materials - Bridge Park	49.98
	Total 3521:		49.98
	Grand Totals:		355.88

Dated: 1/21/16City Treasurer: Caroline Moore

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/16	01/21/2016	101821	2046	G & K Services, Inc.	205-20100	2.50
01/16	01/21/2016	101829	2986	Konica Minolta Business	901-20100	30.00
01/16	01/21/2016	101830	3056	Lake Superior Laundry Inc.	205-20100	7.40
01/16	01/21/2016	101831	3086	Landworks Construction, Inc.	901-20100	266.00
01/16	01/21/2016	101836	3521	Menards	901-20100	49.98
Grand Totals:						<u>355.88</u>