

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
September 6, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Tuesday, September 6, 2016 at Cambridge City Center, 300 3rd Ave NE, Cambridge, MN 55008.

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

Members Absent: None

Staff Present: Executive Director Woulfe, Housing Supervisor Fromm, Community Development Director Westover

Call to Order

Morin called the meeting to order at 6:15 PM.

Approval of Agenda

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

Consent Agenda

Iverson moved, seconded by Lewis to approve consent agenda items A – D, as presented:

- A. Approve August 1, 2016 EDA Meeting Minutes
- B. Approve EDA Draft August 2016 Financial Statements
- C. Housing Division Bills check# 16728 and ACH Batches with transactions totaling\$ 57,967.45
- D. Approve EDA Admin Division bills checks# 103374- # 103647 totaling \$3535.46

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

New Business

Housing Supervisor Report

Fromm presented the Housing Supervisor report noting that there is a change in occupancy occurring at Bridge Park Apartments. Council accepted the report as presented and no further action was taken.

Request to Solicit Bids to Replace Carpet

Fromm reported the painting is nearly completed and will soon be ready for new carpet on all four floors and the common areas of Bridge Park Apartments. Staff would like Board approval to solicit bids in the form of bid packets which would be sent out to local contractors. Fromm reminded these are 2015 & 2016 Capital projects previously approved by the Board. Bid request packets would be sent out September 8.

Palmer moved, seconded by Lewis, to approve staff to solicit bids for the replacement of carpet in the corridors and common areas in Bridge Park Apartments. Motion carried unanimously.

Unfinished Business

Closed Session

Palmer moved, seconded by Iverson, to enter into closed session at 6:24 PM. Motion carried unanimously. This meeting is being closed under Minnesota Statutes §13d.05, to develop or consider offers or counteroffers for the purchase of property located at 730 2nd Ave SW.

Lewis moved, seconded by Stylski, to end closed session at 6:35. Motion carried unanimously.

Adjournment

Lewis moved, seconded by Iverson, to adjourn the meeting at 6:35 PM. Motion carried unanimously.



Joe Morin, President

ATTEST:



Lynda J. Woulfe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
JULY 31, 2016

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	318,809.19	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	281,080.85	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,224,349.98	
901-16300	SITE IMPROVEMENTS	126,849.24	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	42,659.20	
901-16450	FURN, EQUIP, MACH-ADMIN	51,315.12	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,650,753.42)	
	TOTAL ASSETS		1,079,239.51

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	377.40	
901-21650	ACCRUED VACATION & SICK PAY	33,095.27	
901-22600	TENANT SECURITY DEPOSITS	25,287.26	
	TOTAL LIABILITIES		58,759.93

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	657,269.35	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA	(227,249.46)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	61,654.46	
	BALANCE - CURRENT DATE	61,654.46	
	TOTAL FUND EQUITY		1,020,479.58
	TOTAL LIABILITIES AND EQUITY		1,079,239.51

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	.00	.00	46,972.00	(46,972.00)	.00	80,773.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	46,972.00	(46,972.00)	.00	80,773.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	.00	.00	21.00	(21.00)	.00	258.00
901-36210 INTEREST EARNINGS	.00	.00	1,137.67	(1,137.67)	.00	2,203.74
TOTAL INTEREST & MISC INCOME	.00	.00	1,158.67	(1,158.67)	.00	2,461.74
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	.00	.00	94,445.00	(94,445.00)	.00	155,423.25
901-37221 LAUNDRY INCOME BRIDGE PARK	.00	.00	4,027.75	(4,027.75)	.00	7,336.25
TOTAL RENTAL INCOME	.00	.00	98,472.75	(98,472.75)	.00	162,759.50
TOTAL FUND REVENUE	.00	.00	146,603.42			245,994.24

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

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	.00	.00	.00	3,024.92
901-49500-103 ADMIN PART-TIME - REGULAR	.00	.00	16,480.20	16,480.20	.00	23,353.15
901-49500-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	(85.61)
901-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	1,260.80	1,260.80	.00	2,151.55
901-49500-151 WORKERS' COMPENSATION PREMIU	.00	.00	101.10	101.10	.00	240.87
TOTAL PERSONAL SERVICES	.00	.00	17,842.10	17,842.10	.00	28,684.88
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	.00	.00	337.50	337.50	.00	602.30
TOTAL SUPPLIES	.00	.00	337.50	337.50	.00	602.30
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-306 AUDITING	.00	.00	3,300.00	3,300.00	.00	2,000.00
901-49500-321 TELEPHONE EXPENSE	.00	.00	3,684.96	3,684.96	.00	6,867.62
901-49500-322 POSTAGE	.00	.00	.00	.00	.00	147.00
901-49500-331 TRAVEL/MEALS/LODGING	.00	.00	360.00	360.00	.00	.00
901-49500-340 ADVERTISING	.00	.00	77.40	77.40	.00	30.80
TOTAL OTHER SERVICES AND CHA	.00	.00	7,422.36	7,422.36	.00	9,045.42
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	.00	.00	1,830.00	1,830.00	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	.00	.00	226.46	226.46	.00	303.87
901-49500-433 DUES AND SUBSCRIPTIONS	.00	.00	490.00	490.00	.00	2,018.00
TOTAL MISCELLANEOUS	.00	.00	2,546.46	2,546.46	.00	2,321.87
TOTAL LOW RENT ADMINISTRATION	.00	.00	28,148.42	28,148.42	.00	40,654.47

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT TENANT SERVICES</u>						
<i>SUPPLIES</i>						
901-49600-210 REC, PUB & OTHER SERVICES	.00	.00	(739.66)	(739.66)	.00	1,353.88
<i>TOTAL SUPPLIES</i>	.00	.00	(739.66)	(739.66)	.00	1,353.88
TOTAL LOW RENT TENANT SERVICE	<u>.00</u>	<u>.00</u>	<u>(739.66)</u>	<u>(739.66)</u>	<u>.00</u>	<u>1,353.88</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

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	.00	.00	.00	.00	.00	2,967.04
901-49700-103 MAINT PT EMPLOYEES - REGULAR	.00	.00	15,108.54	15,108.54	.00	23,071.57
901-49700-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	(147.10)
901-49700-122 FICA/MEDICARE (EMPLOYER)	.00	.00	1,155.83	1,155.83	.00	2,230.28
901-49700-151 WORKERS' COMPENSATION PREMIU	.00	.00	682.83	682.83	.00	1,731.64
TOTAL PERSONAL SERVICES	.00	.00	16,947.20	16,947.20	.00	29,853.43
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	.00	.00	2,660.06	2,660.06	.00	2,190.08
901-49700-212 FUEL PURCHASE	.00	.00	.00	.00	.00	110.35
TOTAL SUPPLIES	.00	.00	2,660.06	2,660.06	.00	2,300.43
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	.00	.00	9,686.37	9,686.37	.00	14,105.53
901-49700-360 INSURANCE AND BONDS	.00	.00	.00	.00	.00	11,622.75
901-49700-370 PAYMENT IN LIEU OF TAXES	.00	.00	.00	.00	.00	12,296.00
901-49700-381 ELECTRIC UTILITIES	.00	.00	16,624.00	16,624.00	.00	28,575.37
901-49700-382 WATER/WASTEWATER UTILITIES	.00	.00	5,202.92	5,202.92	.00	8,658.74
901-49700-383 GAS UTILITIES	.00	.00	2,459.02	2,459.02	.00	4,702.40
901-49700-384 REFUSE HAULING	.00	.00	1,030.63	1,030.63	.00	1,932.56
TOTAL OTHER SERVICES AND CHA	.00	.00	35,002.94	35,002.94	.00	81,891.35
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00	42,443.47
TOTAL MISCELLANEOUS	.00	.00	.00	.00	.00	42,443.47
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-502 BETTERMENTS AND ADDITIONS	.00	.00	2,930.00	2,930.00	.00	4,176.00
TOTAL IMPROVEMENTS/BETTERM	.00	.00	2,930.00	2,930.00	.00	4,176.00
TOTAL LOW RENT MAINTENANCE	.00	.00	57,540.20	57,540.20	.00	160,664.68

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	84,948.96			202,673.03
NET REVENUES OVER EXPENDITURE	.00	.00	61,654.46			43,321.21

CITY OF CAMBRIDGE
BALANCE SHEET
JULY 31, 2016

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	75,847.85	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		75,847.85

LIABILITIES AND EQUITY

LIABILITIES

902-20100	AP ALLOCATED TO OTHER FUNDS	300.00	
902-20200	ACCOUNTS PAYABLE	8,920.34	
902-22200	DEFERRED REVENUE-UNEARNED GRAN	603.77	
	TOTAL LIABILITIES		9,824.11

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	62,409.54	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	3,614.20	
	BALANCE - CURRENT DATE	3,614.20	
	TOTAL FUND EQUITY		66,023.74
	TOTAL LIABILITIES AND EQUITY		75,847.85

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 902 - SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>							
902-33160	A.C. EARNED SECTION 8	.00	.00	27,417.00	(27,417.00)	.00	43,514.00
	TOTAL INTERGOVERNMENTAL REVE	.00	.00	27,417.00	(27,417.00)	.00	43,514.00
<u>RENTAL INCOME</u>							
902-35000	PORTABLE ADMIN FEE	.00	.00	1,833.68	(1,833.68)	.00	11,999.79
	TOTAL RENTAL INCOME	.00	.00	1,833.68	(1,833.68)	.00	11,999.79
<u>INTEREST</u>							
902-36210	INTEREST EARNINGS-ADMIN FUNDS	.00	.00	40.33	(40.33)	.00	54.17
	TOTAL INTEREST	.00	.00	40.33	(40.33)	.00	54.17
	TOTAL FUND REVENUE	.00	.00	29,291.01			55,567.96

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 902 - SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>							
<i>OTHER SERVICES AND CHARGES</i>							
902-49500-306	AUDIT FEES	.00	.00	3,300.00	3,300.00	.00	2,000.00
902-49500-307	CONTRACTED SECT 8 ADMIN	.00	.00	21,072.36	21,072.36	.00	38,638.84
<i>TOTAL OTHER SERVICES AND CHA</i>		.00	.00	24,372.36	24,372.36	.00	40,638.84
TOTAL SECT 8 ADMINISTRATIVE		.00	.00	24,372.36	24,372.36	.00	40,638.84

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP OCCUPIED UNITS</u>						
<i>HAP EXPENDITURES</i>						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	165,649.00	165,649.00	.00	303,727.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(164,344.55)	(164,344.55)	.00	(303,727.00)
902-49775-376 URP PORT REC	.00	.00	.00	.00	.00	329.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	(552.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	1,304.45	1,304.45	.00	(223.00)
TOTAL HAP OCCUPIED UNITS	.00	.00	1,304.45	1,304.45	.00	(223.00)

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	25,676.81			40,415.84
NET REVENUES OVER EXPENDITURE	.00	.00	3,614.20			15,152.12

CITY OF CAMBRIDGE
BALANCE SHEET
JULY 31, 2016

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	261,980.17	
903-10200	EDA HOUSING DIV OPERATING CASH	82,462.19	
	TOTAL ASSETS		<u>344,442.36</u>

LIABILITIES AND EQUITY

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	336,797.33	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	7,645.03	
	BALANCE - CURRENT DATE	7,645.03	
	TOTAL FUND EQUITY		<u>344,442.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>344,442.36</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
903-33410 HAP FEES EARNED MHFA	.00	.00	.00	.00	.00	72,109.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	.00	.00	.00	72,109.00
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	.00	.00	.00	.00	.00	6,446.00
TOTAL CHARGES FOR SERVICES	.00	.00	.00	.00	.00	6,446.00
<u>INTEREST & MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	.00	.00	.00	2,546.52
903-36210 INTEREST EARNINGS	.00	.00	829.02	(829.02)	.00	1,625.70
TOTAL INTEREST & MISC INCOME	.00	.00	829.02	(829.02)	.00	4,172.22
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	.00	.00	8,454.00	(8,454.00)	.00	16,434.25
TOTAL OTHER REVENUES	.00	.00	8,454.00	(8,454.00)	.00	16,434.25
TOTAL FUND REVENUE	.00	.00	9,283.02			99,161.47

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-ADMIN</u>							
903-49500-112	BOARD PAY	.00	.00	1,400.00	1,400.00	.00	1,575.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	.00	.00	107.11	107.11	.00	120.43
	<i>TOTAL FUNCTION 1</i>	.00	.00	1,507.11	1,507.11	.00	1,695.43
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	.00	.00	130.88	130.88	.00	376.39
	<i>TOTAL OTHER SERVICES AND CHA</i>	.00	.00	130.88	130.88	.00	376.39
<i>MISCELLANEOUS</i>							
903-49500-433	DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	567.00
	<i>TOTAL MISCELLANEOUS</i>	.00	.00	.00	.00	.00	567.00
	TOTAL OTHER HOUSING BUS ACTIV	.00	.00	1,637.99	1,637.99	.00	2,638.82

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

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

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	1,637.99			74,551.82
NET REVENUES OVER EXPENDITURE	.00	.00	7,645.03			24,609.65

CITY OF CAMBRIDGE
BALANCE SHEET
JULY 31, 2016

CAPITAL FUND PROGRAM-HUD

ASSETS

904-10200	EDA OPERATING ACCOUNT-CAPITAL	59,030.00	
904-13200	DUE FROM OTHER GOVERNMENTS	22,860.00	
	TOTAL ASSETS		<u>81,890.00</u>

LIABILITIES AND EQUITY

FUND EQUITY

904-27200	UNRESTRICTED NET ASSETS	28,860.00	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>53,030.00</u>	
	BALANCE - CURRENT DATE	<u>53,030.00</u>	
	TOTAL FUND EQUITY		<u>81,890.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>81,890.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 904 - CAPITAL FUND PROGRAM-HUD

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>							
904-33160	HUD CAPITAL GRANTS	.00	.00	53,030.00	(53,030.00)	.00	28,860.00
	TOTAL INTERGOVERNMENTAL REVE	.00	.00	53,030.00	(53,030.00)	.00	28,860.00
	TOTAL FUND REVENUE	.00	.00	53,030.00			28,860.00
	NET REVENUES OVER EXPENDITURE	.00	.00	53,030.00			28,860.00

CITY OF CAMBRIDGE
BALANCE SHEET
JULY 31, 2016

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT	5,367.89	
905-10200	EDA OPERATING ACCT-SECTION 8	(3,266.72)	
	TOTAL ASSETS		<u>2,101.17</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW	5,367.89	
	TOTAL LIABILITIES		5,367.89
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	(2,814.72)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(452.00)	
	BALANCE - CURRENT DATE	(452.00)	
	TOTAL FUND EQUITY		<u>(3,266.72)</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,101.17</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>							
905-33160	A.C. EARNED SECTION 8	.00	.00	194,267.00	(194,267.00)	.00	279,272.00
	TOTAL INTERGOVERNMENTAL REVE	.00	.00	194,267.00	(194,267.00)	.00	279,272.00
<u>INTEREST</u>							
905-36211	HAP INTEREST INCOME	.00	.00	.00	.00	.00	3.00
	TOTAL INTEREST	.00	.00	.00	.00	.00	3.00
	TOTAL FUND REVENUE	.00	.00	194,267.00			279,275.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

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	190,711.00	190,711.00	.00	280,378.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	670.00	670.00	.00	180.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	2,676.00	2,676.00	.00	2,870.00
905-49775-375 FSS	.00	.00	371.00	371.00	.00	1,860.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	291.00	291.00	.00	219.50
TOTAL HAP EXPENDITURES	.00	.00	194,719.00	194,719.00	.00	285,507.50
TOTAL HAP EXPENDITURES	.00	.00	194,719.00	194,719.00	.00	285,507.50

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2016

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	194,719.00			285,507.50
NET REVENUES OVER EXPENDITURE	.00	.00	(452.00)			(6,232.50)

Date: 08/30/2016
Time: 10:36:58

Cambridge EDA
Check Register Detail Report
Cambridge
From: 08/01/2016 To: 08/30/2016

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	365.56	492,436.35	
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	606.18	493,042.53	
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	868.93	493,911.46	
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	3,848.00	497,759.46	
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	28,345.00	526,104.46	
08/01/2016	ADJST	Peoples Bank Of Commerce	Payment	54,919.50	471,184.96	
08/01/2016	DEP	Peoples Bank Of Commerce	Deposit	5,684.65	476,869.61	
08/02/2016	DEP	Peoples Bank Of Commerce	Deposit	315.76	477,185.37	
08/02/2016	DEP	Peoples Bank Of Commerce	Deposit	3,600.00	480,785.37	
08/02/2016	DEP	Peoples Bank Of Commerce	Deposit	8,244.00	489,029.37	
08/03/2016	DEP	Peoples Bank Of Commerce	Deposit	269.70	489,299.07	
08/03/2016	DEP	Peoples Bank Of Commerce	Deposit	392.00	489,691.07	
08/05/2016	DEP	Peoples Bank Of Commerce	Deposit	6,717.00	496,408.07	
08/05/2016	DEP	Peoples Bank Of Commerce	Deposit	8,058.00	504,466.07	
		ACH				
08/08/2016	DEP	Peoples Bank Of Commerce	Deposit	1,085.00	505,551.07	
08/08/2016	DEP	Peoples Bank Of Commerce	Deposit	1,332.00	506,883.07	
08/08/2016	DEP	Peoples Bank Of Commerce	Deposit	5,691.00	512,574.07	

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Date: 08/30/2016

Time: 10:36:58

Cambridge EDA
Check Register Detail Report
Cambridge
From: 08/01/2016 To: 08/30/2016

Page: 2

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
08/10/2016	DEP	Peoples Bank Of Commerce	Deposit	19,926.00	532,500.07	
08/12/2016	DEP	Peoples Bank Of Commerce	Deposit	2,335.00	534,835.07	
08/16/2016	016728	Mora HRA	Payment	3,047.95	531,787.12	
		July admin fee reimbursement to Mora HRA				
08/17/2016	DEP	Peoples Bank Of Commerce	Deposit	398.00	532,185.12	
08/17/2016	DEP	Peoples Bank Of Commerce	Deposit	15.00	532,200.12	
08/19/2016	XFER	Peoples Bank Of Commerce	Payment	9,142.48	523,057.64	

<p>CAMBRIDGE EDA MEETING</p> <p>September 6, 2016</p> <p>BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	7/27/2016	103374 - 103432	195.82
Prepaid Checks	8/3/2016	103466	600.00
Prepaid Checks	8/11/2016	103489 - 103585	2,047.28
Prepaid Checks	8/17/2016	103606 - 103647	692.36
		Prepaid Totals	<hr/> <u>3,535.46</u>

TOTAL SUBMITTED FOR APPROVAL

\$3,535.46

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Lawn Applications - Bridge Park	130.39
	Total 306:		130.39
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2381	Herman's Bakery	GPS 45:93 Meeting Meals	15.00
	Total 2381:		15.00
3521	Menards	Materials - Bridge Park	30.44
	Total 3521:		30.44
5801	Verizon Wireless	wireless phone service - Maintenance Dept	17.49
	Total 5801:		17.49
	Grand Totals:		195.82

Dated: 7/27/16City Treasurer: Caroline Mol

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/16	07/27/2016	103374	306	ARC Irrigation, LLC	901-20100	130.39
07/16	07/27/2016	103393	2046	G & K Services, Inc.	205-20100	2.50
07/16	07/27/2016	103395	2381	Herman's Bakery	205-20100	15.00
07/16	07/27/2016	103409	3521	Menards	901-20100	30.44
07/16	07/27/2016	103432	5801	Verizon Wireless	205-20100	17.49
Grand Totals:						<u>195.82</u>

Vendor	Vendor Name	Description	Net Invoice Amount
2421	Redpath and Company	Completion of REAC Agreed Upon Procedures	300.00
2421	Redpath and Company	Completion of REAC Agreed Upon Procedures	300.00
Total 2421:			600.00
Grand Totals:			600.00

Dated: 8/3/16

City Treasurer: Caroline More

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/03/2016	103466	2421	Redpath and Company	902-20100	600.00
Grand Totals:						600.00

Vendor	Vendor Name	Description	Net Invoice Amount
555	Bertleson One Source	Credit Maintenance Supplies - Mall	24.14-
555	Bertleson One Source	Maintenance Supplies - Mall	128.75
555	Bertleson One Source	Credit Maintenance Supplies - Mall	3.00-
Total 555:			101.61
1613	Dusty's Drain Cleaning, Inc.	Video Inspections - Bridge Park	275.00
Total 1613:			275.00
1681	ECM Publishers, Inc.	Advertising - Housing Supervisor	77.40
Total 1681:			77.40
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			5.00
2456	Housing Data Systems	MTCS Transmittal Service 07/01/16-09/30/16	120.00
Total 2456:			120.00
3056	Lake Superior Laundry Inc.	Mall Rugs	44.31
3056	Lake Superior Laundry Inc.	Mall Rugs	44.31
Total 3056:			88.62
3501	MEI Total Elevator Solutions	August Service Billing	225.20
Total 3501:			225.20
4743	Realstar Title	O&E Report	130.00
Total 4743:			130.00
5056	SelectAccount	Participant Fees - August	2.35
Total 5056:			2.35
5191	SPEW Health Plan	Health Insurance Premium - September	679.50
Total 5191:			679.50
5686	U.S. Postal Service	Postage - Cambridge Bridge Park	94.00
Total 5686:			94.00
5861	Walmart Community Card	Tenant Services - Bridge Park	191.12
5861	Walmart Community Card	Materials - Bridge Park	57.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/11/2016	103489	555	Bertleson One Source	205-20100	101.61
08/16	08/11/2016	103502	1613	Dusty's Drain Cleaning, Inc.	901-20100	275.00
08/16	08/11/2016	103503	1681	ECM Publishers, Inc.	901-20100	77.40
08/16	08/11/2016	103510	2046	G & K Services, Inc.	205-20100	5.00
08/16	08/11/2016	103522	2456	Housing Data Systems	901-20100	120.00
08/16	08/11/2016	103530	3056	Lake Superior Laundry Inc.	205-20100	88.62
08/16	08/11/2016	103537	3501	Minnesota Elevator, Inc	901-20100	225.20
08/16	08/11/2016	103554	4743	Realstar Title	205-20100	130.00
08/16	08/11/2016	103563	5056	SelectAccount	205-20100	2.35
08/16	08/11/2016	103566	5191	SPEW Health Plan	205-20100	679.50
08/16	08/11/2016	103581	5686	U.S. Postal Service	901-20100	94.00
08/16	08/11/2016	103585	5861	Walmart Business/SYNCB	901-20100	248.60
Grand Totals:						<u>2,047.28</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1661	East Central Sanitation	Trash Removal - Bridge Park	160.40
1661	East Central Sanitation	Trash Removal - 180 Buchanan St N	314.50
Total 1661:			474.90
1681	ECM Publishers, Inc.	Advertising - Housing Supervisor	77.40
Total 1681:			77.40
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	101.88
Total 2411:			101.88
5731	UPS	Overnight Pkg to HUD for NAID# Reinstatement	35.68
Total 5731:			35.68
Grand Totals:			692.36

Dated: 8/17/16

City Treasurer: *Christine More*

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/17/2016	103606	1661	East Central Sanitation	205-20100	474.90
08/16	08/17/2016	103608	1681	ECM Publishers, Inc.	901-20100	77.40
08/16	08/17/2016	103613	2046	G & K Services, Inc.	205-20100	2.50
08/16	08/17/2016	103617	2411	Hillyard / Minneapolis	205-20100	101.88
08/16	08/17/2016	103647	5731	UPS	205-20100	35.68
Grand Totals:						692.36