

**Cambridge Economic Development Authority (EDA)
Special Meeting Minutes
May 5, 2014**

Pursuant to due call and notice thereof, a special meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, May 5, 2014 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Lisa Iverson, Vice President Chris Caulk and EDA members Howard Lewis, Marlys Palmer, and Corey Bustrom

Members Absent: None

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

Call to Order

President Iverson called the meeting to order at 6:15 pm.

Approval of Agenda

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

Consent Agenda

Bustrom moved, seconded by Palmer, to approve the consent agenda item A - D as presented:

- A. Approve April 7, 2014 EDA meeting minutes
- B. Approve Housing Division Bills – ACH & Check #16692, totalling \$65,332.10
- C. Approve EDA Bills – Check #96039 to #96306, totalling \$15,075.10
- D. Approve Draft March 2014 Financial Statements
- E. Approve the lease extension request from the Department of Employment and Economic Development (Workforce Center) for five (5) years
- F. Housing Supervisor Report
- G. Resident Meeting

Upon call of the role, Bustrom, Caulk, Palmer, Lewis, and Iverson voted aye, no nays. Motion passed unanimously.

New Business

Resolution EDA R14-005 Establishing New Flat Rent Standard – Bridge Park Apts

Moe reported on January 17, 2014 the President signed the Dept. of HUD Appropriations Act that amended the US Housing Act of 1937 to create new rules for flat rents for public housing residents. Moe explained staff is required to establish a flat rent no less than 80 percent of the fair market rent and implement no later than June 1, 2014.

Moe stated currently, the flat rent is \$450 and the fair market rent for a one-bedroom apartment is \$756. Moe explained statute limits annual rent increase to 35 percent of the existing flat rent which means the flat rent would not be increased by more than \$158. Moe noted staff checked with MN Attorney General's Office to check if there is a state statute that limits the amount of annual rent increases and was told there is not.

Moe stated the new flat rent will go into effect at the next annual recertification, May 1, 2015 and only affect residents who pay flat rent and residents who move in after June 1, 2014. Moe stated tenants currently paying flat rents will have the option to choose their rent election on income based rent or the flat rent of \$608.

Moe stated tenants were given thirty (30) days to submit a comment regarding this rent increase. Moe stated the change was discussed at the resident meeting and some concerns were expressed by those who are currently paying the flat rent but no written comments were submitted.

Bustrom moved, seconded by Caulk to approve Resolution EDA R14-005 Establishing New Flat Rent Standard – Bridge Park Apartments effective June 1, 2014. Motion passed unanimously.

Unfinished Business

There was no unfinished business.

Adjournment

Caulk moved, seconded by Lewis, to adjourn the meeting at 6:23 p.m. The motion passed unanimously.



Lisa Iverson, President

ATTEST:



Lynda J. Woulfe, Executive Director

3B

Time: 11:47:11

Check Register Detail Report
Cambridge
From: 04/01/2014 To: 04/24/2014

318,246.72

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2014	000036	Annette M. Jensen 4715.1 Hap - Occupied Unit	Payment 287.00	287.00	317,959.72	April Hap Roberts, Paula
04/01/2014	000036	Bohmer, John 4715.9 Hap - Portable Receiving	Payment 689.00	689.00	317,270.72	April Hap Brasch, Terrie L
04/01/2014	000036	Dean & Jennifer Bondeson 4715.9 Hap - Portable Receiving	Payment 1,069.00	1,069.00	316,201.72	April Hap Bobo, Shawna L
04/01/2014	000036	Brigitte Erickson 4715.1 Hap - Occupied Unit	Payment 377.00	377.00	315,824.72	April Hap White, Teresa
04/01/2014	000036	Ellen Brown 4715.94 Urp - Portable Receiving	Payment 111.00	111.00	315,713.72	April Hap Brown, Ellen
04/01/2014	000036	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 555.00 577.00 705.00 401.00 563.00 276.00 242.00	3,319.00	312,394.72	April Hap Hulbert, Jennifer Kraus, Carian J LeCuyer, Christine J Luck, Jennifer Lee Mapson, Diane E Marohn, Gerald Meyers, Colleen J
04/01/2014	000036	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 469.00	469.00	311,925.72	April Hap Lillion, Laurie A
04/01/2014	000036	Cambridge Square Assoc. LP 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 322.00 522.00 367.00 514.00 687.00	2,412.00	309,513.72	April Hap Erickson, James P Falvey, Deborah Longley, Christine A Puffer, Michelle Schibilla, Jamie
04/01/2014	000036	Chen Liu 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 555.00 464.00 654.00 555.00 579.00 976.00	3,783.00	305,730.72	April Hap Banaszak, David Paquette, JoAnn Raasch, Alicia Radke, Suzanne Schaefer, Mike E Troupe, Michael E
04/01/2014	000036	Christine LeCuyer 902-49775-37 FSS Escrow Payment	Payment 9.00	9.00	305,721.72	April Hap LeCuyer, Christine J: FSS Escrow Payment
04/01/2014	000036	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 416.00	416.00	305,305.72	April Hap Fischer, Cheryl A
04/01/2014	000036	Eliot Avenue Apartments LLC 4715.9 Hap - Portable Receiving	Payment 549.00	1,064.00	304,241.72	April Hap Eickstadt, Cheryl

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Time: 11:47:11

Check Register Detail Report
 Cambridge
 From: 04/01/2014 To: 04/24/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.9 Hap - Portable Receiving	515.00			Grabau, Jill
04/01/2014	000036	Elmer D. Harp	Payment	774.00	303,467.72	April Hap
		4715.9 Hap - Portable Receiving	774.00			Hart, Beth L
04/01/2014	000036	ELMSUN LLC	Payment	1,076.00	302,391.72	April Hap
		4715.1 Hap - Occupied Unit	535.00			Pittman, Cheryl
		4715.1 Hap - Occupied Unit	541.00			Zentic, Scott
04/01/2014	000036	Erlandson - Nelson Construction	Payment	542.00	301,849.72	April Hap
		4715.1 Hap - Occupied Unit	542.00			Linda, Robin
04/01/2014	000036	FYP PROPERTIES	Payment	435.00	301,414.72	April Hap
		4715.9 Hap - Portable Receiving	435.00			Dodge, Rita
04/01/2014	000036	Steven & RyChel Gausted	Payment	163.00	301,251.72	April Hap
		4715.1 Hap - Occupied Unit	163.00			Straw, Linda K
04/01/2014	000036	Robert Giffin	Payment	703.00	300,548.72	April Hap
		4715.1 Hap - Occupied Unit	703.00			Giffin, Tammie
04/01/2014	000036	Hanson Properties	Payment	277.00	300,271.72	April Hap
		4715.1 Hap - Occupied Unit	277.00			Hanson, Henry P
04/01/2014	000036	Haven Properties	Payment	296.00	299,975.72	April Hap
		4715.9 Hap - Portable Receiving	296.00			Stroh, Kevin
04/01/2014	000036	Isanti Housing Associates, LP	Payment	1,429.00	298,546.72	April Hap
		4715.1 Hap - Occupied Unit	387.00			Alexander, Cindy S
		4715.1 Hap - Occupied Unit	500.00			Lynn, Christian R
		4715.9 Hap - Portable Receiving	542.00			Washington, Katherine L
04/01/2014	000036	Steven Scott Management, Inc	Payment	426.00	298,120.72	April Hap
		4715.1 Hap - Occupied Unit	426.00			Junglen, Eunice M
04/01/2014	000036	Isanti Village Apartments	Payment	860.00	297,260.72	April Hap
		4715.9 Hap - Portable Receiving	394.00			Stoll, Vernon L
		4715.1 Hap - Occupied Unit	466.00			Tews, Jackie
04/01/2014	000036	Jay M. Winger	Payment	552.00	296,708.72	April Hap
		4715.1 Hap - Occupied Unit	552.00			Parris, Paula
04/01/2014	000036	Jeff Halverson	Payment	631.00	296,077.72	April Hap
		4715.9 Hap - Portable Receiving	631.00			Liberte, Ore'a Lareal
04/01/2014	000036	Kathryn Dahlberg	Payment	661.00	295,416.72	April Hap
		4715.1 Hap - Occupied Unit	661.00			Carlson, Samantha
04/01/2014	000036	Kestrel Meadows Townhomes	Payment	1,967.00	293,449.72	April Hap
		4715.9 Hap - Portable Receiving	727.00			Davis, Stacy
		4715.9 Hap - Portable Receiving	651.00			Dickinson, Kelli R
		4715.9 Hap - Portable Receiving	589.00			Trader, Amanda Joy

Time: 11:47:11

Check Register Detail Report
 Cambridge
 From: 04/01/2014 To: 04/24/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2014	000036	Kristine Yerigan 4715.9 Hap - Portable Receiving	Payment 691.00	691.00	292,758.72	April Hap Hjelmhaug, Karen E
04/01/2014	000036	Tami R. Kullmann 4715.4 Hap - Utility Reimbursments	Payment 21.00	21.00	292,737.72	April Hap Kullmann, Tami R
04/01/2014	000036	Brian Leet 4715.9 Hap - Portable Receiving	Payment 376.00	376.00	292,361.72	April Hap Weber, Kathleen A
04/01/2014	000036	Legacy Townhomes 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 795.00 778.00 487.00	2,060.00	290,301.72	April Hap Degerstrom, Leah Parent, Cheri C Schedlbauer, Jennifer
04/01/2014	000036	Janet Nielsen 4715.1 Hap - Occupied Unit	Payment 800.00	800.00	289,501.72	April Hap Kullmann, Tami R
04/01/2014	000036	Lindstrom Parkview Assoc. 4715.9 Hap - Portable Receiving	Payment 299.00	299.00	289,202.72	April Hap Etchason, Paul
04/01/2014	000036	Mann, Cheryl 4715.1 Hap - Occupied Unit	Payment 555.00	555.00	288,647.72	April Hap Witkowski, Michelle N
04/01/2014	000036	Meadows Edge MN L Partnership 4715.9 Hap - Portable Receiving	Payment 87.00	87.00	288,560.72	April Hap Greenwood, Thomas J
04/01/2014	000036	Mike Munsinger 4715.9 Hap - Portable Receiving	Payment 738.00	738.00	287,822.72	April Hap Wells, Sheri A
04/01/2014	000036	Monster Properties LLC 4715.1 Hap - Occupied Unit	Payment 521.00	521.00	287,301.72	April Hap Frandle, Dana
04/01/2014	000036	Allen Moulton 4715.1 Hap - Occupied Unit	Payment 488.00	488.00	286,813.72	April Hap Thompson, Marilyn J
04/01/2014	000036	Multi-Investments, LLC 4715.1 Hap - Occupied Unit	Payment 344.00	344.00	286,469.72	April Hap Anderson, Debra
04/01/2014	000036	Loral Myers 4715.1 Hap - Occupied Unit	Payment 281.00	281.00	286,188.72	April Hap Myers, Kyle C
04/01/2014	000036	Normandy Townhomes Limited 4715.9 Hap - Portable Receiving 4715.9 Hap - Portable Receiving	Payment 499.00 342.00	841.00	285,347.72	April Hap Matchinsky, Robert T Swanson, Kathleen A
04/01/2014	000036	North Branch Senior Housing 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 225.00 196.00 236.00	657.00	284,690.72	April Hap Castillo, Sharon Fisk, Dolores M Kalberg, Annette
04/01/2014	000036	Northern Management 4715.9 Hap - Portable Receiving	Payment 444.00	444.00	284,246.72	April Hap Zieske, Robyn

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Time: 11:47:11

Check Register Detail Report Cambridge From: 04/01/2014 To: 04/24/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2014	000036	Oakhurst Apartments	Payment	712.00	283,534.72	April Hap
		4715.1 Hap - Occupied Unit	358.00			Benson, Tracy E
		4715.1 Hap - Occupied Unit	354.00			Wenell, Russell
04/01/2014	000036	Oakridge Apartments	Payment	760.00	282,774.72	April Hap
		4715.9 Hap - Portable Receiving	760.00			Goertzen, Diane
04/01/2014	000036	Oakview Terrace Townhomes	Payment	3,064.00	279,710.72	April Hap
		4715.1 Hap - Occupied Unit	487.00			Bylander, Richard S
		4715.1 Hap - Occupied Unit	655.00			Cole, Barbara
		4715.9 Hap - Portable Receiving	718.00			Kennedy, Carolyn Lee
		4715.9 Hap - Portable Receiving	638.00			Rosenberg, Gwen M
		4715.9 Hap - Portable Receiving	566.00			Tipton, Mariesa A
04/01/2014	000036	Amber L. Perry	Payment	273.00	279,437.72	April Hap
		4715.94 Urp - Portable Receiving	273.00			Perry, Amber L
04/01/2014	000036	Peter Maus	Payment	965.00	278,472.72	April Hap
		4715.9 Hap - Portable Receiving	965.00			Parrott, Gina M
04/01/2014	000036	PK Investment Properties, LLC	Payment	494.00	277,978.72	April Hap
		4715.1 Hap - Occupied Unit	494.00			Branville, Roger
04/01/2014	000036	Randall Propp	Payment	422.00	277,556.72	April Hap
		4715.1 Hap - Occupied Unit	422.00			Nelson, Valerie J
04/01/2014	000036	Robert Mattson	Payment	656.00	276,900.72	April Hap
		4715.1 Hap - Occupied Unit	656.00			Good, Katherine
04/01/2014	000036	Robert & Linnea Steman	Payment	541.00	276,359.72	April Hap
		4715.9 Hap - Portable Receiving	541.00			Lake, Ruth
04/01/2014	000036	Sandra Crawford	Payment	950.00	275,409.72	April Hap
		4715.9 Hap - Portable Receiving	950.00			Perry, Amber L
04/01/2014	000036	Schaefer Rentals	Payment	942.00	274,467.72	April Hap
		4715.9 Hap - Portable Receiving	942.00			Butenhoff, Bradley
04/01/2014	000036	Ordeen Splittstoser	Payment	774.00	273,693.72	April Hap
		4715.9 Hap - Portable Receiving	247.00			Bazey, Jeanne E
		4715.1 Hap - Occupied Unit	527.00			Young, Marrietta L
04/01/2014	000036	Steve Baker	Payment	536.00	273,157.72	April Hap
		4715.9 Hap - Portable Receiving	536.00			Rogalski, Lisa E
04/01/2014	000036	Paul & Bethany Stiles	Payment	665.00	272,492.72	April Hap
		4715.1 Hap - Occupied Unit	665.00			Fust, Jill
04/01/2014	000036	Sunrise Court Apartments	Payment	2,041.00	270,451.72	April Hap
		4715.9 Hap - Portable Receiving	498.00			Johnson, Richard D
		4715.1 Hap - Occupied Unit	480.00			Kubes, Kevin P

Time: 11:47:11

Check Register Detail Report
Cambridge
From: 04/01/2014 To: 04/24/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.1 Hap - Occupied Unit		559.00		Simons, Lori J
04/01/2014	000036	Taylor's Falls Villas	Payment	241.00	270,210.72	April Hap
		4715.9 Hap - Portable Receiving		241.00		Jackson, Susan
04/01/2014	000036	Timothy Manning	Payment	1,085.00	269,125.72	April Hap
		4715.9 Hap - Portable Receiving		1,085.00		Brown, Ellen
04/01/2014	000036	Tower Terrace Limited Partnership	Payment	2,490.00	266,635.72	April Hap
		4715.1 Hap - Occupied Unit		273.00		Dmytryszyn, Chad J
		4715.9 Hap - Portable Receiving		553.00		Holland, Kathleen
		4715.9 Hap - Portable Receiving		551.00		Jenson, Cheryl
		4715.9 Hap - Portable Receiving		686.00		Koenig, Lance L
		4715.9 Hap - Portable Receiving		427.00		Rohr, Russell
04/01/2014	000036	Wayne Knutson	Payment	585.00	266,050.72	April Hap
		4715.9 Hap - Portable Receiving		585.00		Mollinedo, Nancy
04/01/2014	000036	Wyoming Phase 1	Payment	1,013.00	265,037.72	April Hap
		4715.1 Hap - Occupied Unit		574.00		Grundhauser, Patrice
		4715.9 Hap - Portable Receiving		439.00		Rafel, Kathy
04/01/2014	000036	Wyoming Phase 2	Payment	1,491.00	263,546.72	April Hap
		4715.1 Hap - Occupied Unit		549.00		Darveaux, Linda
		4715.1 Hap - Occupied Unit		296.00		Dillon, Tracey
		4715.9 Hap - Portable Receiving		646.00		Harrington, Tina M
04/01/2014	000037	Aaron Jordan	Payment	321.00	263,225.72	April Hap
		4715.1 Hap - Occupied Unit		321.00		Aadland, Ashley
04/01/2014	000037	Bungalows of Chisago LLC	Payment	726.00	262,499.72	April Hap
		4715.1 Hap - Occupied Unit		334.00		Cross, Grace
		4715.1 Hap - Occupied Unit		392.00		Willms, Monica
04/01/2014	000037	Calhoun Apartments	Payment	330.00	262,169.72	April Hap
		4715.1 Hap - Occupied Unit		330.00		Lessman, Bobbie
04/01/2014	000037	Calhoun Apartments	Payment	329.00	261,840.72	April Hap
		4715.1 Hap - Occupied Unit		329.00		Deiman, Antoinette
04/01/2014	000037	Chen Liu	Payment	1,958.00	259,882.72	April Hap
		4715.1 Hap - Occupied Unit		340.00		Paquette, Laurie
		4715.1 Hap - Occupied Unit		447.00		Schug, Brenda Kay
		4715.1 Hap - Occupied Unit		567.00		Schulz, Cynthia J
		4715.1 Hap - Occupied Unit		604.00		Voss, Breana
04/01/2014	000037	DJ Properties of Stanchfield, LLC	Payment	664.00	259,218.72	April Hap
		4715.1 Hap - Occupied Unit		664.00		Nicholas, Judith Evelyn
04/01/2014	000037	Dudley Peno	Payment	617.00	258,601.72	April Hap
		4715.1 Hap - Occupied Unit		617.00		Mains, Kimberly A

Time: 11:47:11

Check Register Detail Report
 Cambridge
 From: 04/01/2014 To: 04/24/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2014	000037	Eliot Avenue Apartments LLC 4715.1 Hap - Occupied Unit	Payment 113.00	113.00	258,488.72	April Hap Erickson, Todd
04/01/2014	000037	Isanti Housing Associates, LP 4715.1 Hap - Occupied Unit	Payment 531.00	531.00	257,957.72	April Hap Johnston, Shaylee
04/01/2014	000037	John Maher 4715.1 Hap - Occupied Unit	Payment 198.00	198.00	257,759.72	April Hap Diers, Scott A
04/01/2014	000037	Monster Properties LLC 4715.1 Hap - Occupied Unit	Payment 499.00	499.00	257,260.72	April Hap Kovacs, Gail
04/01/2014	000037	Ramon Salgado 4715.1 Hap - Occupied Unit	Payment 237.00	237.00	257,023.72	April Hap Walkama, Danielle K: Hap - Occupied Unit
04/01/2014	000037	Sunrise Court Apartments 4715.1 Hap - Occupied Unit	Payment 165.00	165.00	256,858.72	April Hap Mullens, Darice R
04/01/2014	000037	Franconia Associates 4715.1 Hap - Occupied Unit	Payment 224.00	224.00	256,634.72	April Hap Wallace, Lynnell
04/01/2014	000037	Thomas Hinz 4715.1 Hap - Occupied Unit	Payment 804.00	804.00	255,830.72	April Hap Renspe, Alicia M
04/01/2014	000037	William Francisco 4715.1 Hap - Occupied Unit	Payment 384.00	384.00	255,446.72	April Hap Griffin, Deena M
04/07/2014	016690	Metro Council	Payment	464.05	254,982.67	
		Reimburse April HAP/ADMIN fee for Dawn Kress - terminated from the Section 8 program 3/31/2014. HAP - \$420 Admin - \$44.05				
04/07/2014	016691	St. Paul PHA	Payment	1,154.05	253,828.62	
		Reimburse April 1 HAP and Admin fee for Jennifer Gordon. Terminated from the Section 8 program March 31, 2014 HAP - 1110.00 Admin - 44.05				
04/11/2014	000038	David Cobb 4715.9 Hap - Portable Receiving	Payment 456.00	456.00	253,372.62	April Hap Taylor, Alice H
04/11/2014	000039	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 291.00	291.00	253,081.62	April Hap Arneberg, Danielle M: Hap - Occupied Unit
04/23/2014	016692	Richard Berget 4715.1 Hap - Occupied Unit	Payment 167.00	167.00	252,914.62	April Hap Tschida, Joyce: Hap - Occupied Unit

Handwritten: \$169,332.10

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<p>CAMBRIDGE EDA MEETING May 5, 2014 BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>	
Prepaid Checks	4/2/2014	96039 - 96088	4,176.67	
Prepaid Checks	4/9/2014	96106 - 96143	36.53	
Prepaid Checks	4/16/2014	96163 - 96235	4,749.57	
Prepaid Checks	4/23/2014	96248-96306	6,112.33	
		Prepaid Totals	<hr/> <u>15,075.10</u>	
TOTAL SUBMITTED FOR APPROVAL			<table border="1"><tr><td style="text-align: center;">\$15,075.10</td></tr></table>	\$15,075.10
\$15,075.10				

Report Criteria:

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

Vendor	Vendor Name	Description	Net Inv Amt
1618	E & M Consulting, Inc.	Advertisement - Cambridge Area Chamber Ma	299.00
Total 1618			299.00
1661	East Central Sanitation	Garbage Pickup - Bridge Park	143.12
		Garbage Pickup-180 Buchanan St	314.50
Total 1661			457.62
2046	G & K Services, Inc.	Uniform Rental	7.50
Total 2046			7.50
2411	Hillyard Inc. - Minneapolis	Vacuum and Bags	202.64
Total 2411			202.64
3056	Lake Superior Laundry Inc.	Mall Rugs	36.80
Total 3056			36.80
3086	Landworks Construction, Inc.	Plowing - Bridge Park	187.50
		City Center - Plowing	480.00
Total 3086			667.50
3376	Marco, Inc	Managed IT & Backup 3/22-4/21/2014	146.00
		Managed IT & Backup 3/22-4/21/2014	146.00
Total 3376			292.00
4471	PHADA	EDA Member Dues	70.00
		EDA Member Dues	70.00
Total 4471			140.00
5191	SPEW Health Plan	Health Insurance Premium - May	565.00
		Health Insurance Premium - May	847.50
		Health Insurance Premium - May	282.50
		Health Insurance Premium - May	282.50
Total 5191			1,977.50
5996	Windstream	Telephone Service - Mall	96.11
Total 5996			96.11

Total Paid: -
Total Unpaid: 4,176.67
Grand Total: 4,176.67

Dated: 4/2/14

City Treasurer: Caroline Moe

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

Report Criteria:

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

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/02/2014	96039	1618	E & M Consulting, Inc.	205-20100	299.00
04/14	04/02/2014	96040	1661	East Central Sanitation	901-20100	457.62
04/14	04/02/2014	96041	2046	G & K Services, Inc.	205-20100	7.50
04/14	04/02/2014	96046	2411	Hillyard Inc. - Minneapolis	205-20100	202.64
04/14	04/02/2014	96053	3056	Lake Superior Laundry Inc.	205-20100	36.80
04/14	04/02/2014	96054	3086	Landworks Construction, Inc.	901-20100	687.50
04/14	04/02/2014	96058	3376	Marco, Inc	901-20100	292.00
04/14	04/02/2014	96067	4471	PHADA	901-20100	140.00
04/14	04/02/2014	96074	5191	SPEW Health Plan	205-20100	1,977.50
04/14	04/02/2014	96088	5996	Windstream	205-20100	96.11
Totals:						<u>4,176.67</u>

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

Vendor	Vendor Name	Description	Net Inv Amt
2046	G & K Services, Inc.	Uniform Rental	7.50
Total 2046			7.50
3521	Menards	Repair & Maint - Mall	21.98
Total 3521			21.98
5056	SelectAccount	Participant fees - April	2.35
		Participant fees - April	3.53
		Participant fees - April	1.17
Total 5056			7.05

Total Paid: -
 Total Unpaid: 36.53
 Grand Total: 36.53

Dated: 4/9/14

City Treasurer: Caroline Moe

Report Criteria:

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

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/09/2014	96106	2046	G & K Services, Inc.	205-20100	7.50
04/14	04/09/2014	96127	3521	Menards	205-20100	21.98
04/14	04/09/2014	96143	5056	SelectAccount	205-20100	7.05
Totals:						<u>36.53</u>

Report Criteria:

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

Vendor	Vendor Name	Description	Net Inv Amt
636	Boo Doo Signs & Installation	Installation Vinyl on Tenet Sign	200.00
Total 636			200.00
779	Business Xpansion Journal	Half Page Advertisement - BXJ	1,600.00
Total 779			1,600.00
2046	G & K Services, Inc.	Uniform Rental	7.50
Total 2046			7.50
3056	Lake Superior Laundry Inc.	Mall Rugs	36.80
Total 3056			36.80
3086	Landworks Construction, Inc.	Plowing - Bridge Park City Center Plowing	145.00 705.00
Total 3086			850.00
3151	League of Minnesota Cities	Annual Conference - S. Gustafson	125.00
Total 3151			125.00
3501	MEI Total Elevator Solutions	April Service Billing	212.53
Total 3501			212.53
4211	Northland Fire Protection	Annual inspection of fire alarm system - Bridge	525.00
Total 4211			525.00
4661	Quill Corporation	Office Supplies - Bridge Park Office Supplies - Bridge Park	157.81 157.81
Total 4661			315.62
5196	Springvale Electric LLC	Ballasts for Elevator Car Lights & Lenses for F	325.00
Total 5196			325.00
5261	Star Quality Glass	Repair & Maint Supplies-Bridgepark Apt	301.04
Total 5261			301.04
5861	Walmart Business Community	Softner Salt	47.45
Total 5861			47.45
5996	Windstream	Telephone Service - Bridge Park Apts Telephone Service - Bridge Park Apts	101.82 101.81

Vendor	Vendor Name	Description	Net Inv Amt
Total 5996			203.63

Total Paid: -
Total Unpaid: 4,749.57
Grand Total: 4,749.57

Dated: 4/16/14

City Treasurer: Caroline [Signature]

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

Report Criteria:

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

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/16/2014	96163	636	Boo Doo Signs & Installation	205-20100	200.00
04/14	04/16/2014	96166	779	Business Xpansion Journal	205-20100	1,600.00
04/14	04/16/2014	96184	2046	G & K Services, Inc.	205-20100	7.50
04/14	04/16/2014	96195	3056	Lake Superior Laundry Inc.	205-20100	36.80
04/14	04/16/2014	96196	3086	Landworks Construction, Inc.	901-20100	850.00
04/14	04/16/2014	96197	3151	League of Minnesota Cities	205-20100	125.00
04/14	04/16/2014	96202	3501	MEI Total Elevator Solutions	901-20100	212.53
04/14	04/16/2014	96211	4211	Northland Fire Protection	901-20100	525.00
04/14	04/16/2014	96214	4661	Quill Corporation	901-20100	315.62
04/14	04/16/2014	96220	5196	Springvale Electric LLC	901-20100	325.00
04/14	04/16/2014	96222	5261	Star Quality Glass	901-20100	301.04
04/14	04/16/2014	96230	5861	Walmart Business Community	901-20100	47.45
04/14	04/16/2014	96235	5996	Windstream	901-20100	203.63
Totals:						<u>4,749.57</u>

Report Criteria:

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

Vendor	Vendor Name	Description	Net Inv Amt
969	Cardmember Service	Meeting - Hotel Representatives	15.59
		Parking - Hotel Conference	19.00
		Mfg Roundtable Meeting - Coffee	23.98
Total 969			58.57
2046	G & K Services, Inc.	Uniform Rental	7.50
Total 2046			7.50
2421	HLB Tautges Redpath, Ltd.	901 HSG Share of Audit	3,000.00
		902 HSG Share of Audit	3,000.00
Total 2421			6,000.00
3521	Menards	Repair & Maint - Mall	29.94
Total 3521			29.94
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
Total 5801			16.32

Total Paid: -
 Total Unpaid: 6,112.33
 Grand Total: 6,112.33

Dated: 4/23/14

City Treasurer: Caroline Moe

Report Criteria:

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

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/23/2014	96248	969	Cardmember Service	205-20100	58.57
04/14	04/23/2014	96261	2046	G & K Services, Inc.	205-20100	7.50
04/14	04/23/2014	96265	2421	HLB Tautges Redpath, Ltd.	901-20100	6,000.00
04/14	04/23/2014	96275	3521	Menards	205-20100	29.94
04/14	04/23/2014	96306	5801	Verizon Wireless	205-20100	16.32
Totals:						<u>6,112.33</u>

Prepared by: Caroline Moe, Director of Finance

Monthly Financial Report

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

Special Revenue Funds:

Housing Division Financial Statements

EDA Admin Fund– 2014 Adopted budget Compared to Actual

EDA Board Action Requested

1. NONE REQUIRED - For discussion only.

CITY OF CAMBRIDGE

BALANCE SHEET

MARCH 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	314,536.55	
901-10103	INVESTMENTS-MINNCO	16,265.45	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	181,020.49	
901-11500	ACCOUNTS RECEIVABLE-TENANT	75.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	556,187.78	
901-16250	BUILDING IMPROVEMENTS	1,062,039.93	
901-16300	SITE IMPROVEMENTS	172,180.46	
901-16350	NON-DWELLING STRUCTURES	86,400.33	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	100,854.24	
901-16450	FURN, EQUIP, MACH-ADMIN	142,082.79	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,809,839.81)	
901-16500	CONSTRUCTION IN PROGRESS	463.00	
	TOTAL ASSETS		<u>956,308.58</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	2,178.75	
901-21650	ACCRUED VACATION & SICK PAY	38,845.52	
901-22600	TENANT SECURITY DEPOSITS	21,733.00	
	TOTAL LIABILITIES		62,757.27

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	574,945.21	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA REVENUE OVER EXPENDITURES - YTD	(227,249.46) 17,050.33	
	TOTAL FUND EQUITY		<u>893,551.31</u>
	TOTAL LIABILITIES AND EQUITY		<u>956,308.58</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	70,000.00	70,000.00	18,815.00	51,185.00	26.88	69,939.00
TOTAL INTERGOVERNMENTAL REVENUES	70,000.00	70,000.00	18,815.00	51,185.00	26.88	69,939.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	71.00	71.00	.00	71.00	.00	.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	513.66	986.34	34.24	2,078.96
TOTAL INTEREST & MISC INCOME	1,571.00	1,571.00	513.66	1,057.34	32.70	2,078.96
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	150,000.00	150,000.00	36,742.14	113,257.86	24.49	148,053.06
901-37221 LAUNDRY INCOME BRIDGE PARK	7,000.00	7,000.00	1,933.50	5,066.50	27.62	7,603.00
TOTAL RENTAL INCOME	157,000.00	157,000.00	38,675.64	118,324.36	24.63	155,656.06
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL OTHER FINANCING SOURCES	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL FUND REVENUE	281,333.00	281,333.00	58,004.30	223,328.70	20.62	254,883.09

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT ADMINISTRATION</u>						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	31,048.00	31,048.00	6,520.82 (24,527.18)	21.00	31,222.12
901-49500-112 EDA HOUSING BOARD PAY	2,100.00	2,100.00	175.00 (1,925.00)	8.33	2,100.00
901-49500-121 PERA (EMPLOYER)	2,251.00	2,251.00	472.80 (1,778.20)	21.00	2,191.70
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	512.20 (1,862.80)	21.57	2,473.14
901-49500-131 MEDICAL/LIFE/DENTAL	52.00	52.00	4.32 (47.68)	8.31	22.68
901-49500-151 WORKERS' COMPENSATION PREMIUMS	266.00	266.00	.00 (266.00)	.00	158.36
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	1,264.66 (235.34)	84.31	1,198.02
901-49500-304 LEGAL FEES	250.00	250.00	.00 (250.00)	.00	16.40
901-49500-306 AUDITING	3,000.00	3,000.00	.00 (3,000.00)	.00	2,400.00
901-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
901-49500-321 TELEPHONE EXPENSE	2,200.00	2,200.00	390.28 (1,809.72)	17.74	1,920.47
901-49500-322 POSTAGE	800.00	800.00	164.50 (635.50)	20.56	488.70
901-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	51.07 (398.93)	11.35	231.25
901-49500-340 ADVERTISING	100.00	100.00	.00 (100.00)	.00	70.70
901-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00 (1,500.00)	.00	1,427.50
901-49500-413 RENTALS - OFFICE EQUIPMENT	1,500.00	1,500.00	120.76 (1,379.24)	8.05	246.58
901-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	230.00 (1,120.00)	17.04	644.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00 (500.00)	.00	496.48
TOTAL LOW RENT ADMINISTRATION	51,242.00	51,242.00	10,344.41 (40,897.59)	20.19	47,308.10
<u>LOW RENT TENANT SERVICES</u>						
901-49600-210 REC, PUB & OTHER SERVICES	200.00	200.00	(448.91) (648.91) (224.46)	1,009.51
TOTAL LOW RENT TENANT SERVICES	200.00	200.00	(448.91) (648.91) (224.46)	1,009.51

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT MAINTENANCE</u>						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	38,645.00	38,645.00	8,906.39 (29,738.61)	23.05	38,209.17
901-49700-121 PERA (EMPLOYER)	2,802.00	2,802.00	645.72 (2,156.28)	23.04	2,770.05
901-49700-122 FICA/MEDICARE (EMPLOYER)	2,956.00	2,956.00	665.16 (2,290.84)	22.50	2,848.59
901-49700-131 MEDICAL/DENTAL/LIFE	9,644.00	9,644.00	3,965.53 (5,678.47)	41.12	8,449.27
901-49700-133 DEDUCTIBLE CONTRIBUTION	825.00	825.00	.00 (825.00)	.00	825.01
901-49700-151 WORKERS' COMPENSATION PREMIUMS	2,245.00	2,245.00	.00 (2,245.00)	.00	1,294.35
901-49700-154 HRA/FLEX FEES	.00	.00	24.08	24.08	.00	.00
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	512.26 (3,887.74)	11.64	3,471.97
901-49700-212 FUEL PURCHASE	200.00	200.00	.00 (200.00)	.00	105.08
901-49700-304 CONTRACT COSTS	11,036.00	11,036.00	3,390.48 (7,645.52)	30.72	11,863.49
901-49700-360 INSURANCE AND BONDS	15,000.00	15,000.00	.00 (15,000.00)	.00	14,662.00
901-49700-370 PAYMENT IN LIEU OF TAXES	11,100.00	11,100.00	.00 (11,100.00)	.00	11,648.00
901-49700-381 ELECTRIC UTILITIES	35,700.00	35,700.00	8,080.00 (27,620.00)	22.63	31,221.00
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	2,074.04 (7,925.96)	20.74	8,145.39
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	2,365.45 (3,634.55)	39.42	6,453.77
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	429.36 (1,670.64)	20.45	2,047.08
901-49700-420 DEPRECIATION EXPENSE	70,000.00	70,000.00	.00 (70,000.00)	.00	46,989.02
901-49700-430 MISCELLANEOUS & GENERAL EXP	238.00	238.00	.00 (238.00)	.00	120.00
901-49700-489 OTHER CONTRACTED SERVICES	.00	.00	.00	.00	.00	212.53
901-49700-501 REPLACEMENT OF EQUIPMENT	7,000.00	7,000.00	.00 (7,000.00)	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	.00	.00	.00	.00	.00	6,806.92
TOTAL LOW RENT MAINTENANCE	229,891.00	229,891.00	31,058.47 (198,832.53)	13.51	198,142.69
TOTAL FUND EXPENDITURES	281,333.00	281,333.00	40,953.97 (240,379.03)	14.56	246,460.30
NET REVENUES OVER EXPENDITURES	.00	.00	17,050.33	463,707.73		

CITY OF CAMBRIDGE

BALANCE SHEET

MARCH 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	47,145.56	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		<u>47,145.56</u>

LIABILITIES AND EQUITY

LIABILITIES

902-20100	AP ALLOCATED TO OTHER FUNDS	<u>758.12</u>	
	TOTAL LIABILITIES		758.12

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	45,369.47	
	REVENUE OVER EXPENDITURES - YTD	<u>1,017.97</u>	
	TOTAL FUND EQUITY		<u>46,387.44</u>
	TOTAL LIABILITIES AND EQUITY		<u>47,145.56</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
902-33160 A.C. EARNED SECTION 8	45,374.00	45,374.00	8,594.00	36,780.00	18.94	35,384.00
TOTAL INTERGOVERNMENTAL REVENUES	45,374.00	45,374.00	8,594.00	36,780.00	18.94	35,384.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	17,374.00	17,374.00	6,265.66	11,108.34	36.06	24,955.15
902-35100 FRAUD RECOVERY INCOME	.00	.00	225.00	(225.00)	.00	931.50
TOTAL RENTAL INCOME	17,374.00	17,374.00	6,490.66	10,883.34	37.36	25,886.65
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	12.78	(12.78)	.00	52.71
TOTAL INTEREST	.00	.00	12.78	(12.78)	.00	52.71
<u>OTHER FINANCING SOURCES</u>						
902-39203 TRANSFERS FROM OTHER FUNDS	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL OTHER FINANCING SOURCES	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL FUND REVENUE	67,448.00	67,448.00	15,097.44	52,350.56	22.38	61,323.36

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 ADMINISTRATIVE						
902-49500-101 ADMIN FULL-TIME EMP - REGULAR	29,202.00	29,202.00	6,520.79 (22,681.21)	22.33	30,489.89
902-49500-121 PERA (EMPLOYER)	2,117.00	2,117.00	472.74 (1,644.26)	22.33	2,191.62
902-49500-122 FICA/MEDICARE (EMPLOYER)	2,234.00	2,234.00	498.84 (1,735.16)	22.33	2,312.52
902-49500-131 MEDICAL/DENTAL/LIFE	52.00	52.00	4.32 (47.68)	8.31	22.68
902-49500-151 WORKERS' COMPENSATION PREMIUMS	267.00	267.00	.00 (267.00)	.00	158.35
902-49500-201 OFFICE SUPPLIES	1,500.00	1,500.00	1,264.66 (235.34)	84.31	1,026.43
902-49500-304 LEGAL FEES	250.00	250.00	.00 (250.00)	.00	50.00
902-49500-306 AUDIT FEES	3,000.00	3,000.00	.00 (3,000.00)	.00	2,400.00
902-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
902-49500-321 TELEPHONE	2,200.00	2,200.00	390.26 (1,809.74)	17.74	1,920.42
902-49500-322 POSTAGE	800.00	800.00	164.50 (635.50)	20.56	506.22
902-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	77.84 (372.16)	17.30	758.03
902-49500-340 ADVERTISING	188.00	188.00	.00 (188.00)	.00	110.70
902-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00 (1,500.00)	.00	1,427.50
902-49500-413 RENTALS - OFFICE EQUIPMENT	3,000.00	3,000.00	120.76 (2,879.24)	4.03	246.59
902-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	130.00 (1,220.00)	9.63	622.50
902-49500-440 STAFF TRAINING	300.00	300.00	.00 (300.00)	.00	300.00
TOTAL SECT 8 ADMINISTRATIVE	48,410.00	48,410.00	10,082.71 (38,327.29)	20.83	44,543.45
SECT 8 MAINTENANCE						
902-49700-101 INSPECT FULL-TIME EMP- REGULAR	12,882.00	12,882.00	2,968.81 (9,913.19)	23.05	12,736.43
902-49700-121 PERA (EMPLOYER)	934.00	934.00	215.22 (718.78)	23.04	923.49
902-49700-122 FICA/MEDICARE (EMPLOYER)	985.00	985.00	221.70 (763.30)	22.51	949.45
902-49700-131 MEDICAL/DENTAL/LIFE	3,215.00	3,215.00	1,416.01 (1,798.99)	44.04	3,249.54
902-49700-133 INSURANCE DEDUCTIBLE	275.00	275.00	.00 (275.00)	.00	274.99
902-49700-151 WORKERS' COMPENSATION PREMIUMS	747.00	747.00	.00 (747.00)	.00	432.52
902-49700-154 HRA/FLEX FEES	.00	.00	8.02	8.02	.00	.00
TOTAL SECT 8 MAINTENANCE	19,038.00	19,038.00	4,829.76 (14,208.24)	25.37	18,566.42
HAP OCCUPIED UNITS						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	94,401.00	94,401.00	.00	344,784.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(95,234.00)	(95,234.00)	.00	(344,784.00)
902-49775-376 URP PORT REC	.00	.00	1,125.00	1,125.00	.00	3,522.00
902-49775-378 PORT REC URP REIMB	.00	.00	(1,125.00)	(1,125.00)	.00	(3,522.00)
TOTAL HAP OCCUPIED UNITS	.00	.00	(833.00)	(833.00)	.00	.00
TOTAL FUND EXPENDITURES	67,448.00	67,448.00	14,079.47 (53,368.53)	20.87	63,109.87

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ YTD ACTUAL
NET REVENUES OVER EXPENDITURES	.00	.00	1,017.97	105,719.09

CITY OF CAMBRIDGE

BALANCE SHEET

MARCH 31, 2014

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	258,469.14	
903-10200	EDA HOUSING DIV OPERATING CASH	46,267.83	
	TOTAL ASSETS		<u>304,736.97</u>

LIABILITIES AND EQUITY

LIABILITIES

903-20100	AP ALLOCATED TO OTHER FUNDS	282.50	
903-22200	DEFERRED REVENUE	533.42	
903-23000	MHFA FUNDING-UNEARNED	466.00	
903-23001	MHFA FUNDING CHISAGO UNEARNED	800.00	
903-23004	DEF REV-ADDITION 7E MENTAL HEA	238.00	
	TOTAL LIABILITIES		2,319.92

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	302,075.77	
	REVENUE OVER EXPENDITURES - YTD	341.28	
	TOTAL FUND EQUITY		<u>302,417.05</u>
	TOTAL LIABILITIES AND EQUITY		<u>304,736.97</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
903-33410 HAP FEES EARNED MHFA	85,000.00	85,000.00	24,617.00	60,383.00	28.96	115,460.00
903-33440 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
TOTAL INTERGOVERNMENTAL REVENUES	85,000.00	85,000.00	24,617.00	60,383.00	28.96	120,333.73
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	8,000.00	8,000.00	2,520.00	5,480.00	31.50	11,080.00
903-35510 REGION 7E ADMIN FEES	.00	.00	.00	.00	.00	600.00
TOTAL CHARGES FOR SERVICES	8,000.00	8,000.00	2,520.00	5,480.00	31.50	11,680.00
<u>INTEREST & MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	.00	.00	.00	160.00
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	394.13	605.87	39.41	1,570.59
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	394.13	605.87	39.41	1,730.59
<u>INTERGOVERNMENTAL REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	14,906.75
TOTAL INTERGOVERNMENTAL REVENUES	15,000.00	15,000.00	.00	15,000.00	.00	14,906.75
TOTAL FUND REVENUE	109,000.00	109,000.00	27,531.13	81,468.87	25.26	148,651.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

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>						
903-49500-201 OFFICE SUPPLY	.00	.00	16.00	16.00	.00	.00
903-49500-322 POSTAGE	.00	.00	.00	.00	.00	12.22
903-49500-331 TRAVEL/MEALS/LODGING	.00	.00	33.60	33.60	.00	326.84
903-49500-409 LICENSE & SUPPORT CONTRACT	1,038.00	1,038.00	.00 (1,038.00)	.00	.00
903-49500-433 DUES AND SUBSCRIPTIONS	500.00	500.00	.00 (500.00)	.00	.00
903-49500-720 TRANSFERSOUT	22,462.00	22,462.00	.00 (22,462.00)	.00	.00
TOTAL OTHER HOUSING BUS ACTIV-ADMIN	24,000.00	24,000.00	49.60 (23,950.40)	.21	339.06
<u>OTHER HOUSING BUS ACTIV-MAINT</u>						
903-49700-101 MAINT FT EMPLOYEES - REGULAR	.00	10,166.00	1,426.09 (8,739.91)	14.03	.00
903-49700-121 PERA (EMPLOYER)	.00	737.00	123.61 (613.39)	16.77	.00
903-49700-122 FICA/MEDICARE (EMPLOYER)	.00	778.00	126.05 (651.95)	16.20	.00
903-49700-131 MEDICAL/DENTAL/LIFE	.00	2,797.00	847.50 (1,949.50)	30.30	.00
903-49700-133 DEDUCTIBLE CONTRIBUTION	.00	275.00	.00 (275.00)	.00	.00
903-49700-151 WORKERS' COMPENSATION PREMIUMS	.00	591.00	.00 (591.00)	.00	.00
TOTAL OTHER HOUSING BUS ACTIV-MAINT	.00	15,344.00	2,523.25 (12,820.75)	16.44	.00
<u>HOUSING ASSISTANCE PROGRAMS</u>						
903-49775-370 HAP-MHFA	85,000.00	85,000.00	24,617.00 (60,383.00)	28.96	115,399.00
903-49775-373 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
TOTAL HOUSING ASSISTANCE PROGRAMS	85,000.00	85,000.00	24,617.00 (60,383.00)	28.96	120,272.73
TOTAL FUND EXPENDITURES	109,000.00	124,344.00	27,189.85 (97,154.15)	21.87	120,611.79
NET REVENUES OVER EXPENDITURES	.00 (15,344.00)	341.28	178,623.02		

CITY OF CAMBRIDGE

BALANCE SHEET
MARCH 31, 2014

FUND 904 - CAPITAL FUND PROGRAM-HUD

ASSETS

904-10200	EDA OPERATING ACCOUNT-CAPITAL	<u>37,715.00</u>	
	TOTAL ASSETS		<u><u>37,715.00</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	<u>37,715.00</u>	
	TOTAL FUND EQUITY		<u>37,715.00</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>37,715.00</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
904-33160 HUD CAPITAL GRANTS	.00	.00	37,715.00	(37,715.00)	.00	27,209.07
TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	37,715.00	(37,715.00)	.00	27,209.07
TOTAL FUND REVENUE	.00	.00	37,715.00	(37,715.00)	.00	27,209.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER FINANCING USES</u>						
904-49300-720 TRANSFERS OUT	.00	.00	.00	.00	.00	27,209.07
TOTAL OTHER FINANCING USES	.00	.00	.00	.00	.00	27,209.07
TOTAL FUND EXPENDITURES	.00	.00	.00	.00	.00	27,209.07
NET REVENUES OVER EXPENDITURES	.00	.00	37,715.00	(37,715.00)		

CITY OF CAMBRIDGE

BALANCE SHEET
MARCH 31, 2014

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
905-10130	FSS-CASH WITH ESCROW AGENT	3,139.20
905-10200	EDA OPERATING ACCT-SECTION 8	6,097.84
	TOTAL ASSETS	<u>9,237.04</u>
 <u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
905-22000	FSS ESCROW	3,139.20
	TOTAL LIABILITIES	3,139.20
 <u>FUND EQUITY</u>		
905-27200	RESTRICTED NET ASSETS-HAP	8,335.85
	REVENUE OVER EXPENDITURES - YTD	(2,238.01)
	TOTAL FUND EQUITY	<u>6,097.84</u>
	TOTAL LIABILITIES AND EQUITY	<u>9,237.04</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
905-33160 A.C. EARNED SECTION 8	254,626.00	254,626.00	72,874.00	181,752.00	28.62	296,265.00
TOTAL INTERGOVERNMENTAL REVENUES	254,626.00	254,626.00	72,874.00	181,752.00	28.62	296,265.00
<u>INTERGOVERNMENTAL REVENUES</u>						
905-35100 FRAUD RECOVERY	.00	.00	225.00 (225.00)	.00	931.50
905-35101 FSS FORFEITURE	.00	.00	.00	.00	.00	5,728.33
TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	225.00 (225.00)	.00	6,659.83
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	1.87 (1.87)	.00	18.11
TOTAL INTEREST	.00	.00	1.87 (1.87)	.00	18.11
TOTAL FUND REVENUE	254,626.00	254,626.00	73,100.87	181,525.13	28.71	302,942.94

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 905 - HAP OCCUPIED UNITS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>						
905-49775-370 HAP OCCUPIED UNITS	254,626.00	254,626.00	73,755.00	(180,871.00)	28.97	295,512.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	123.00	123.00	.00	879.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	488.00	488.00	.00	7,197.00
905-49775-375 FSS	.00	.00	933.00	933.00	.00	3,406.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	39.88	39.88	.00	624.70
TOTAL HAP EXPENDITURES	254,626.00	254,626.00	75,338.88	(179,287.12)	29.59	307,618.70
TOTAL FUND EXPENDITURES	254,626.00	254,626.00	75,338.88	(179,287.12)	29.59	307,618.70
NET REVENUES OVER EXPENDITURES	.00	.00	(2,238.01)	360,812.25		

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTEREST	100.00	100.00	.00 (100.00)	.00	5,000.00
MALL OPERATING REVENUES	225,000.00	230,000.00	61,740.60 (168,259.40)	26.84	236,587.85
TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	20,000.00
TOTAL FUND REVENUE	225,100.00	230,100.00	61,740.60 (168,359.40)	26.83	261,587.85
EXPENDITURES						
EDA ADMINISTRATION	29,341.00	45,055.00	5,204.44	39,850.56	11.55	23,220.27
MALL OPERATING EXPENSES	139,810.00	158,810.00	83,698.97	75,111.03	52.70	130,720.52
EDA ADMINISTRATION	.00	.00	.00	.00	.00	4,580.00
TOTAL EDA OPERATIONS	169,151.00	203,865.00	88,903.41	114,961.59	43.61	158,520.79
TOTAL FUND EXPENDITURES	169,151.00	203,865.00	88,903.41	114,961.59	43.61	158,520.79
NET REVENUE OVER EXPENDITURES	55,949.00	26,235.00 (27,162.81)	(283,320.99)		

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-36210 INTEREST EARNINGS	100.00	100.00	.00	100.00	.00	.00
205-36230 DONATIONS	.00	.00	.00	.00	.00	5,000.00
TOTAL INTEREST	100.00	100.00	.00	100.00	.00	5,000.00
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	46.80	(46.80)	.00	74.35
205-37220 RENTAL FEES	225,000.00	230,000.00	61,693.80	168,306.20	26.82	236,513.50
TOTAL MALL OPERATING REVENUES	225,000.00	230,000.00	61,740.60	168,259.40	26.84	236,587.85
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	20,000.00
TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	20,000.00
TOTAL FUND REVENUE	225,100.00	230,100.00	61,740.60	168,359.40	26.83	261,587.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	490.00 (2,010.00)	19.60	595.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	191.00	191.00	37.51 (153.49)	19.64	45.54
TOTAL PERSONAL SERVICES	2,691.00	2,691.00	527.51 (2,163.49)	19.60	640.54
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	.00	.00	.00	.00	.00	41.67
205-41930-212 GASOLINE/FUEL/LUBRICANTS	.00	.00	.00	.00	.00	24.42
TOTAL SUPPLIES	.00	.00	.00	.00	.00	66.09
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00 (5,000.00)	.00	3,916.56
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	7.50 (742.50)	1.00	108.99
205-41930-334 MILEAGE REIMBURSEMENT	250.00	250.00	147.84 (102.16)	59.14	.00
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00 (200.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,800.00	2,800.00	.00 (2,800.00)	.00	1,570.19
TOTAL OTHER SERVICES & CHARGES	9,000.00	9,000.00	155.34 (8,844.66)	1.73	5,595.74
<i>MISCELLANEOUS</i>						
205-41930-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	250.00 (1,750.00)	12.50	.00
205-41930-440 SCHOOLS & MEETINGS	2,050.00	2,050.00	768.00 (1,282.00)	37.46	1,358.50
205-41930-485 PROPERTY TAXES	.00	.00	.00	.00	.00	3,630.00
205-41930-488 DOWNTOWN TASK FORCE	.00	10,000.00	.00 (10,000.00)	.00	.00
205-41930-489 IND PARK MARKETING	13,600.00	19,314.00	3,503.59 (15,810.41)	18.14	11,929.40
TOTAL MISCELLANEOUS	17,650.00	33,364.00	4,521.59 (28,842.41)	13.55	16,917.90
TOTAL EDA ADMINISTRATION	29,341.00	45,055.00	5,204.44 (39,850.56)	11.55	23,220.27
MALL OPERATING EXPENSES						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	.00	20,333.00	2,852.23 (17,480.77)	14.03	.00
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	.00	500.00	.00 (500.00)	.00	.00
205-47000-121 PERA (EMPLOYER)	.00	1,510.00	247.22 (1,262.78)	16.37	.00
205-47000-122 FICA/MEDICARE (EMPLOYER)	.00	1,594.00	252.31 (1,341.69)	15.83	.00
205-47000-131 MEDICAL/DENTAL/LIFE	.00	5,594.00	1,703.26 (3,890.74)	30.45	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	.00	550.00	.00 (550.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIUMS	.00	1,181.00	.00 (1,181.00)	.00	.00
205-47000-154 HRA/FLEX FEES	.00	50.00	13.70 (36.30)	27.40	.00
TOTAL PERSONAL SERVICES	.00	31,312.00	5,068.72 (26,243.28)	16.19	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2014

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	78.97	78.97	.00	.00
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	7,000.00	7,000.00	1,339.89	(5,660.11)	19.14	11,881.42
TOTAL SUPPLIES	7,000.00	7,000.00	1,418.86	(5,581.14)	20.27	11,881.42
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	320.97	(1,279.03)	20.06	1,262.40
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	.00	(7,000.00)	.00	7,568.43
205-47000-381 ELECTRIC UTILITIES	23,010.00	20,898.00	2,952.90	(17,945.10)	14.13	17,648.93
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,200.00	1,124.06	(4,075.94)	21.62	4,732.98
205-47000-383 GAS UTILITIES	6,000.00	5,000.00	1,771.32	(3,228.68)	35.43	4,196.69
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	950.32	(3,549.68)	21.12	4,412.29
TOTAL OTHER SERVICES & CHARGES	47,810.00	44,198.00	7,119.57	(37,078.43)	16.11	39,821.72
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	5,200.00	2,500.00	.00	(2,500.00)	.00	198.17
205-47000-413 BNSF PARKING LOT LEASE	800.00	800.00	737.19	(62.81)	92.15	724.73
205-47000-489 OTHER CONTRACTED SERVICES	29,000.00	9,000.00	6,067.11	(2,932.89)	67.41	28,094.48
205-47000-490 MALL CAP FUND CONTRIBUTION	50,000.00	50,000.00	.00	(50,000.00)	.00	50,000.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	14,000.00	10,087.52	(3,912.48)	72.05	.00
205-47000-497 SENIOR CENTER TENANT BUILDOUT	.00	.00	53,200.00	53,200.00	.00	.00
TOTAL MISCELLANEOUS	85,000.00	76,300.00	70,091.82	(6,208.18)	91.86	79,017.38
TOTAL MALL OPERATING EXPENSES	139,810.00	158,810.00	83,698.97	(75,111.03)	52.70	130,720.52
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-49300-720 TRANSFERS OUT - OPER TRANSFERS	.00	.00	.00	.00	.00	4,580.00
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	4,580.00
TOTAL EDA ADMINISTRATION	.00	.00	.00	.00	.00	4,580.00
TOTAL FUND EXPENDITURES	169,151.00	203,865.00	88,903.41	(114,961.59)	43.61	158,520.79
NET REVENUES OVER EXPENDITURES	55,949.00	26,235.00	(27,162.81)	283,320.99	96.58	103,067.06