

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes  
April 15, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, April 15, 2019 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Lisa Iverson, Marlys Palmer, Jim Godfrey and Kersten Conley.

Members Absent: Bob Shogren.

Staff present: Economic Development Director Gustafson, Finance Director Moe, Housing Supervisor Barrett, Administrator Woulfe.

**Call to Order**

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

**Approval of Agenda**

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

**Consent Agenda**

Conley moved, seconded by Godfrey, to approve consent agenda items A – E:

- A. Approve EDA Regular Meeting Minutes for March 18, 2019
- B. Approve EDA Draft February 2019 Financial Statements
- C. Housing Division March 2019 Bills ACH only, Totaling \$64,158.52
- D. Approve EDA Admin Division March 2019 Bills Checks #112990-#113234 Totaling \$47,963.66
- E. Approve Door Replacement Suite 150

Upon call of the roll, all ayes, no nays. Motion carried unanimously.

**Work Session**

There were no items for discussion.

**New Business**

*Housing Supervisor Report*

Barrett reported on Bridge Park Apartment housing operations, stating they've submitted MTCS report (vacancy report). Barrett stated there are 7 vacancies at this time and 1 resident will be vacating the end of May. Barrett explained they will be filling Bridge Park back to capacity after the rehab project is complete.

Barrett reported the residents meeting was held on March 26, 2019 and she attended a contract meeting for the Asbestos Project. Barrett explained the final details and prep for the Asbestos Project has been keeping them very busy.

## *Resident Meeting*

Barrett reported the following information was distributed to residents attending the March 26, 2019 Residents Meeting:

- 3RD & 4TH FLOOR RESIDENTS HAVE BEEN GIVEN RULES FROM THE HOTEL & A FORM THAT RESIDENTS WILL NEED TO FILL OUT & TAKE TO THE HOTEL
- RESIDENTS FROM THE 3RD & 4TH FLOORS NEED TO RETURN THEIR GIFT CARD/CASH OPTION FORM INTO THE OFFICE BEFORE APRIL 1ST. RESIDENTS CHOOSING THE CASH OPTION WILL RECEIVE CASH AND NOT A CHECK.
- FURNITURE WILL BE SHRINK WRAPPED AND ALL MATTRESSES WILL BE PUT IN MATTRESS COVERS.
- MAKE SURE YOU PACK EVERYTHING YOU WILL NEED TO TAKE TO THE HOTEL. RESIDENTS WILL NOT HAVE ACCESS TO THE STORAGE PODS.
- SOME OF THE RESIDENTS HAVE ASKED IF THEY COULD PUT SOME OF THEIR BOXES IN THE STORAGE PODS BEFORE APRIL 8TH. THE ANSWER IS NO, BECAUSE THE PODS ARE GOING TO BE SHARED WITH OTHER UNITS, SO THE MOVERS WILL PACK THE PODS THEMSELVES.
- FOR THOSE RESIDENTS THAT ARE WORRIED ABOUT SOME OF YOUR ELECTRONICS AND PLANTS, THERE WILL BE AN EMPTY UNIT ON 1ST FLOOR FOR YOU TO PLACE YOUR ELECTRONICS & PLANTS. MAKE SURE YOU MARK YOUR APARTMENT ON YOUR BELONGINGS.
- THERE WILL BE ASSIGNED TIMES FOR 3RD & 4TH FLOOR RESIDENTS TO PICK UP YOUR GIFT CARDS/CASH ON APRIL 8TH.
- UNIT #'S 400 TO 406 WILL NEED TO COME TO THE OFFICE BETWEEN 10:00 AM TO 10:30 AM.
- UNIT #'S 407 TO 412 WILL NEED TO COME TO THE OFFICE BETWEEN 10:30 AM TO 11:00 AM
- UNIT #'S 300 TO 306 WILL NEED TO COME TO THE OFFICE BETWEEN 11:00 AM TO 11:30 AM
- UNIT #'S 307 TO 312 WILL NEED TO COME TO THE OFFICE BETWEEN 11:30 AM TO 12:00 PM
- 3RD & 4TH FLOOR RESIDENT WILL NEED TO SIGN-UP FOR A CHECK-IN TIME AT THE HOTEL – THIS NEEDS TO BE DONE BEFORE APRIL 8TH.
- I WILL BE POSTING A NOTICE FOR 3RD & 4TH FLOOR RESIDENTS AS TO WHEN I WILL BE DOING A WALK THROUGH ON YOUR UNIT MAKING SURE THINGS ARE GETTING PACKED UP SO THERE'S NO SURPRISES FOR US ON APRIL 8TH.
- FOR THOSE RESIDENTS THAT WILL NEED TRANSPORTATION TO THE HOTEL. I WILL START TRANSPORTING YOU AROUND 12:00 PM TO THE HOTEL ON APRIL 8TH. YOU WILL NEED TO SIGN UP IN THE OFFICE.

### *Asbestos Abatement and Unit Rehab Update (verbal)*

Moe reported the Asbestos Abatement and Unit Rehab project at Bridge Park Apartments is going well and the contracted workers are doing a great job. Moe explained residents were moved out of their homes and into the hotel last Monday, April 8<sup>th</sup>. Moe opined that the residents were prepared and the moves went smoothly.

Moe reported by law residents are allotted \$40 per day for food and incidentals, since they do not have full kitchens in the hotel. Moe explained they are dispensing gift cards and cash to the residents and are hopeful they will return to their homes by May 10<sup>th</sup>. Moe also reported the hotel has been very accommodating to residents who have dogs, stating they have space for them to go outdoors and are allowing them inside the hotel.

*2019 Multi-Family Apartment Demand Report McComb Group, Ltd.*

Gustafson reported the 2019 Multi-Family Apartment Demand Report (housing study) by the McComb Group, Ltd has been completed. Jim McComb highlighted the results of the study in detail for City Council and opined there is a need for multi-family housing options in Cambridge.

**Adjournment**

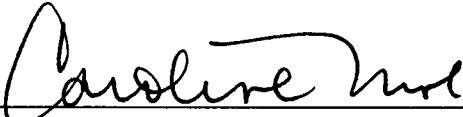
Conley moved, seconded by Godfrey, to adjourn the meeting at 6:10 p.m. Motion carried unanimously.



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Bob Shogren, President

ATTEST:



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Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	( 19.00)	
901-10102	INVESTMENTS--PBC	324,054.49	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	525,436.95	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,243,440.52	
901-16300	SITE IMPROVEMENTS	103,618.10	
901-16350	NON-DWELLING STRUCTURES	76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	34,782.90	
901-16450	FURN, EQUIP, MACH-ADMIN	54,631.03	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,739,191.70)	
	TOTAL ASSETS		<u>1,231,682.64</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,345.14	
901-20200	ACCOUNTS PAYABLE	12,849.00	
901-22600	TENANT SECURITY DEPOSITS	26,127.00	
	TOTAL LIABILITIES		40,321.14

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	857,820.36	
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>31,985.37</u>	
	BALANCE - CURRENT DATE	<u>31,985.37</u>	
	TOTAL FUND EQUITY		<u>1,191,361.50</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,231,682.64</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	75,000.00	75,000.00	26,531.00	48,469.00	35.37	71,599.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	26,531.00	48,469.00	35.37	71,599.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	.00	100.00	.00	45.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	395.69	1,104.31	26.38	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	395.69	1,204.31	24.73	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	26,644.00	120,956.00	18.05	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	656.83	3,343.17	16.42	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	27,300.83	124,299.17	18.01	174,160.38
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	48,400.00	48,400.00	.00	48,400.00	.00	31,915.00
TOTAL OTHER FINANCING SOURCES	48,400.00	48,400.00	.00	48,400.00	.00	31,915.00
TOTAL FUND REVENUE	276,600.00	276,600.00	54,227.52			280,151.66

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
901-49500-103 ADMIN PART-TIME - REGULAR	35,000.00	35,000.00	6,859.35	( 28,140.65)	19.60	26,721.15
901-49500-121 PERA (EMPLOYER)	2,625.00	2,625.00	514.45	( 2,110.55)	19.60	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	514.53	( 2,163.47)	19.21	2,044.22
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	.00	( 500.00)	.00	158.45
901-49500-154 HRA/FLEX FEES	.00	.00	26.35	26.35	.00	.00
<b>TOTAL PERSONAL SERVICES</b>	<b>40,803.00</b>	<b>40,803.00</b>	<b>7,914.68</b>	<b>( 32,888.32)</b>	<b>19.40</b>	<b>30,927.91</b>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	.00	( 1,000.00)	.00	287.15
<b>TOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>.00</b>	<b>( 1,000.00)</b>	<b>.00</b>	<b>287.15</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	.00	( 3,000.00)	.00	1,100.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	451.62	( 2,548.38)	15.05	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	679.93	( 6,120.07)	10.00	7,506.45
901-49500-322 POSTAGE	50.00	50.00	.00	( 50.00)	.00	59.70
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	.00
901-49500-340 ADVERTISING	300.00	300.00	37.50	( 262.50)	12.50	274.15
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>14,250.00</b>	<b>14,250.00</b>	<b>1,169.05</b>	<b>( 13,080.95)</b>	<b>8.20</b>	<b>11,650.02</b>
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	2,000.00	2,000.00	.00	( 2,000.00)	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	400.00	400.00	20.26	( 379.74)	5.07	150.56
901-49500-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	2,429.00	429.00	121.45	5,480.22
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	19.00	( 981.00)	1.90	499.00
<b>TOTAL MISCELLANEOUS</b>	<b>5,400.00</b>	<b>5,400.00</b>	<b>2,468.26</b>	<b>( 2,931.74)</b>	<b>45.71</b>	<b>6,129.78</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>61,453.00</b>	<b>61,453.00</b>	<b>11,551.99</b>	<b>( 49,901.01)</b>	<b>18.80</b>	<b>48,994.86</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	800.00	800.00	( 416.15)	( 1,216.15)	( 52.02)	5,727.38
	<i>TOTAL SUPPLIES</i>	800.00	800.00	( 416.15)	( 1,216.15)	( 52.02)	5,727.38
	<b>TOTAL LOW RENT TENANT SERVICE</b>	<b>800.00</b>	<b>800.00</b>	<b>( 416.15)</b>	<b>( 1,216.15)</b>	<b>( 52.02)</b>	<b>5,727.38</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT MAINTENANCE</b>						
<i>PERSONAL SERVICES</i>						
901-49700-103 MAINT PT EMPLOYEES - REGULAR	23,737.00	23,737.00	.00	( 23,737.00)	.00	16,970.20
901-49700-121 PERA (EMPLOYER)	1,780.00	1,780.00	.00	( 1,780.00)	.00	1,263.56
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,816.00	1,816.00	.00	( 1,816.00)	.00	1,298.18
901-49700-151 WORKERS' COMPENSATION PREMIU	1,567.00	1,567.00	.00	( 1,567.00)	.00	697.13
901-49700-153 UNEMPLOYMENT	4,000.00	4,000.00	.00	( 4,000.00)	.00	5,954.00
<b>TOTAL PERSONAL SERVICES</b>	<b>32,900.00</b>	<b>32,900.00</b>	<b>.00</b>	<b>( 32,900.00)</b>	<b>.00</b>	<b>26,183.07</b>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	278.84	( 6,604.16)	4.05	6,064.85
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	6.85
<b>TOTAL SUPPLIES</b>	<b>7,083.00</b>	<b>7,083.00</b>	<b>278.84</b>	<b>( 6,804.16)</b>	<b>3.94</b>	<b>6,071.70</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	30,000.00	30,000.00	2,949.82	( 27,050.18)	9.83	29,202.44
901-49700-360 INSURANCE AND BONDS	11,364.00	11,364.00	.00	( 11,364.00)	.00	9,551.00
901-49700-370 PAYMENT IN LIEU OF TAXES	14,000.00	14,000.00	.00	( 14,000.00)	.00	12,849.00
901-49700-381 ELECTRIC UTILITIES	36,000.00	36,000.00	5,998.53	( 30,003.47)	16.66	34,403.52
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	1,258.13	( 9,241.87)	11.98	8,367.36
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	119.54	( 6,380.46)	1.84	2,899.01
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	503.45	( 2,496.55)	16.78	3,101.87
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>111,364.00</b>	<b>111,364.00</b>	<b>10,827.47</b>	<b>( 100,536.53)</b>	<b>9.72</b>	<b>100,374.20</b>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	50,000.00	50,000.00	.00	( 50,000.00)	.00	48,755.10
901-49700-489 OTHER CONTRACTED SERVICES	9,000.00	9,000.00	.00	( 9,000.00)	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>59,000.00</b>	<b>59,000.00</b>	<b>.00</b>	<b>( 59,000.00)</b>	<b>.00</b>	<b>48,755.10</b>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	.00	.00	.00	3,985.00
901-49700-502 BETTERMENTS AND ADDITIONS	4,000.00	4,000.00	.00	( 4,000.00)	.00	.00
<b>TOTAL IMPROVEMENTS/BETTERM</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>.00</b>	<b>( 4,000.00)</b>	<b>.00</b>	<b>3,985.00</b>
<b>TOTAL LOW RENT MAINTENANCE</b>	<b>214,347.00</b>	<b>214,347.00</b>	<b>11,106.31</b>	<b>( 203,240.69)</b>	<b>5.18</b>	<b>185,369.07</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 901 - LOW RENT PROGRAM-BRIDGE PARK**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	276,600.00	276,600.00	22,242.15			240,091.31
NET REVENUES OVER EXPENDITURE	.00	.00	31,985.37			40,060.35

CITY OF CAMBRIDGE  
 BALANCE SHEET  
 FEBRUARY 28, 2019

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	130,508.16	
902-11500	ACCOUNTS RECEIVABLE	109.00	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 4,475.39)	
	TOTAL ASSETS		<u>130,617.16</u>

LIABILITIES AND EQUITY

LIABILITIES

902-20100	AP ALLOCATED TO OTHER FUNDS	4,044.04	
902-20200	ACCOUNTS PAYABLE	2,789.01	
	TOTAL LIABILITIES		6,833.05

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	118,736.75	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	5,047.36	
	BALANCE - CURRENT DATE	5,047.36	
	TOTAL FUND EQUITY		<u>123,784.11</u>
	TOTAL LIABILITIES AND EQUITY		<u>130,617.16</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	48,000.00	48,000.00	10,733.00	37,267.00	22.36	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	10,733.00	37,267.00	22.36	65,194.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	.00	.00	.00	.00	.00	1,409.00
902-35100 FRAUD RECOVERY INCOME	.00	.00	.00	.00	.00	84.00
TOTAL RENTAL INCOME	.00	.00	.00	.00	.00	1,493.00
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	16.44	( 16.44)	.00	115.90
TOTAL INTEREST	.00	.00	16.44	( 16.44)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	10,749.44			66,802.90

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>							
<i>OTHER SERVICES AND CHARGES</i>							
902-49500-306	AUDIT FEES	3,000.00	3,000.00	.00	( 3,000.00)	.00	1,100.00
902-49500-307	CONTRACTED SECT 8 ADMIN	44,000.00	44,000.00	8,088.08	( 35,911.92)	18.38	42,225.88
<i>TOTAL OTHER SERVICES AND CHA</i>		47,000.00	47,000.00	8,088.08	( 38,911.92)	17.21	43,325.88
<i>MISCELLANEOUS</i>							
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>		1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
<b>TOTAL SECT 8 ADMINISTRATIVE</b>		<b>48,000.00</b>	<b>48,000.00</b>	<b>8,088.08</b>	<b>( 39,911.92)</b>	<b>16.85</b>	<b>43,325.88</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	49,917.00	49,917.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 52,483.00)	( 52,483.00)	.00	( 326,713.00)
902-49775-376 URP PORT REC	.00	.00	180.00	180.00	.00	555.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	( 2,386.00)	( 2,386.00)	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	( 2,386.00)	( 2,386.00)	.00	.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	48,000.00	48,000.00	5,702.08			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	5,047.36			23,477.02

CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2019

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	266,290.45	
903-10200	EDA HOUSING DIV OPERATING CASH	110,223.63	
	TOTAL ASSETS		<u>376,514.08</u>

LIABILITIES AND EQUITY

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	376,238.13	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>275.95</u>	
	BALANCE - CURRENT DATE	<u>275.95</u>	
	TOTAL FUND EQUITY		<u>376,514.08</u>
	TOTAL LIABILITIES AND EQUITY		<u>376,514.08</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST &amp; MISC INCOME</u>						
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	275.95	724.05	27.60	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	275.95	724.05	27.60	1,698.26
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	16,774.25
TOTAL OTHER REVENUES	15,000.00	15,000.00	.00	15,000.00	.00	16,774.25
TOTAL FUND REVENUE	16,000.00	16,000.00	275.95			18,472.51



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	.00	( 2,100.00)	.00	1,855.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	161.00	161.00	.00	( 161.00)	.00	141.86
	<i>TOTAL FUNCTION 1</i>	<u>2,261.00</u>	<u>2,261.00</u>	<u>.00</u>	<u>( 2,261.00)</u>	<u>.00</u>	<u>1,996.86</u>
<i>SUPPLIES</i>							
903-49500-201	OFFICE SUPPLY	839.00	839.00	.00	( 839.00)	.00	.00
	<i>TOTAL SUPPLIES</i>	<u>839.00</u>	<u>839.00</u>	<u>.00</u>	<u>( 839.00)</u>	<u>.00</u>	<u>.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	500.00	500.00	.00	( 500.00)	.00	.00
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>( 500.00)</u>	<u>.00</u>	<u>.00</u>
<i>TRANSFERS</i>							
903-49500-720	TRANSFERSOUT	12,400.00	12,400.00	.00	( 12,400.00)	.00	.00
	<i>TOTAL TRANSFERS</i>	<u>12,400.00</u>	<u>12,400.00</u>	<u>.00</u>	<u>( 12,400.00)</u>	<u>.00</u>	<u>.00</u>
	<b>TOTAL OTHER HOUSING BUS ACTIV</b>	<u><u>16,000.00</u></u>	<u><u>16,000.00</u></u>	<u><u>.00</u></u>	<u><u>( 16,000.00)</u></u>	<u><u>.00</u></u>	<u><u>1,996.86</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	16,000.00	16,000.00	.00			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	275.95			16,475.65

**CITY OF CAMBRIDGE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019

FUND 904 - CAPITAL FUND PROGRAM-HUD

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
904-33160 HUD CAPITAL GRANTS	36,000.00	36,000.00	.00	36,000.00	.00	31,915.00
TOTAL INTERGOVERNMENTAL REVE	36,000.00	36,000.00	.00	36,000.00	.00	31,915.00
 TOTAL FUND REVENUE	<u>36,000.00</u>	<u>36,000.00</u>	<u>.00</u>			<u>31,915.00</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 904 - CAPITAL FUND PROGRAM-HUD**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER FINANCING USES</u>							
904-49300-720	TRANSFERS OUT	36,000.00	36,000.00	.00	( 36,000.00)	.00	31,915.00
	<i>TOTAL FUNCTION 7</i>	36,000.00	36,000.00	.00	( 36,000.00)	.00	31,915.00
	TOTAL OTHER FINANCING USES	36,000.00	36,000.00	.00	( 36,000.00)	.00	31,915.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 904 - CAPITAL FUND PROGRAM-HUD**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	36,000.00	36,000.00	.00			31,915.00
NET REVENUES OVER EXPENDITURE	.00	.00	.00			.00

CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2019

HAP SECTION 8 VOUCHERS PROGRAM

ASSETS

905-10130	FSS-CASH WITH ESCROW AGENT	13,378.67	
905-10200	EDA OPERATING ACCT-SECTION 8	( 30,317.80)	
	TOTAL ASSETS		( 16,939.13)

LIABILITIES AND EQUITY

LIABILITIES

905-22000	FSS ESCROW	13,378.67	
	TOTAL LIABILITIES		13,378.67

FUND EQUITY

905-27200	RESTRICTED NET ASSETS-HAP	( 19,667.36)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 10,650.44)	
	BALANCE - CURRENT DATE	( 10,650.44)	
	TOTAL FUND EQUITY		( 30,317.80)
	TOTAL LIABILITIES AND EQUITY		( 16,939.13)

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	352,000.00	352,000.00	70,746.00	281,254.00	20.10	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	70,746.00	281,254.00	20.10	410,863.00
<u>SOURCE 35</u>						
905-35100 FRAUD RECOVERY	150.00	150.00	.00	150.00	.00	84.00
TOTAL SOURCE 35	150.00	150.00	.00	150.00	.00	84.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	50.00	50.00	.00	50.00	.00	2.77
TOTAL INTEREST	50.00	50.00	.00	50.00	.00	2.77
TOTAL FUND REVENUE	<u>352,200.00</u>	<u>352,200.00</u>	<u>70,746.00</u>			<u>410,949.77</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>							
<i>HAP EXPENDITURES</i>							
905-49775-370	HAP OCCUPIED UNITS	352,200.00	352,200.00	76,072.00	( 276,128.00)	21.60	403,246.00
905-49775-372	HAP-PORTABLE PAYING OUT	.00	.00	4,920.00	4,920.00	.00	8,437.00
905-49775-375	FSS	.00	.00	.00	.00	.00	3,026.00
905-49775-377	PORT PAY OUT ADMIN FEE	.00	.00	404.44	404.44	.00	703.66
<i>TOTAL HAP EXPENDITURES</i>		<u>352,200.00</u>	<u>352,200.00</u>	<u>81,396.44</u>	<u>( 270,803.56)</u>	<u>23.11</u>	<u>415,412.66</u>
TOTAL HAP EXPENDITURES		<u>352,200.00</u>	<u>352,200.00</u>	<u>81,396.44</u>	<u>( 270,803.56)</u>	<u>23.11</u>	<u>415,412.66</u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	352,200.00	352,200.00	81,396.44			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	( 10,650.44)			( 4,462.89)

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**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	2,000.00	2,000.00	.00	2,000.00	.00	4,351.46
TOTAL INTEREST	2,000.00	2,000.00	.00	2,000.00	.00	4,351.46
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	225,000.00	225,000.00	53,184.68	171,815.32	23.64	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	53,184.68	171,815.32	23.64	247,078.28
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	200,000.00	200,000.00	.00	200,000.00	.00	75,000.00
TOTAL TRANSFERS FROM OTHER FU	200,000.00	200,000.00	.00	200,000.00	.00	75,000.00
TOTAL FUND REVENUE	427,000.00	427,000.00	53,184.68			326,429.74

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>EDA ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
205-41930-101 FULL-TIME EMPLOYEES - REGULAR	94,623.00	94,623.00	14,416.01	( 80,206.99)	15.24	93,693.50
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	140.00	( 2,360.00)	5.60	525.00
205-41930-121 PERA (EMPLOYER)	7,289.00	7,289.00	1,081.20	( 6,207.80)	14.83	6,746.16
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	1,071.43	( 6,362.57)	14.41	6,945.31
205-41930-131 MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	4,214.40	( 12,899.60)	24.63	16,065.00
205-41930-132 LONGEVITY PAY	2,553.00	2,553.00	.00	( 2,553.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	207.65	( 992.35)	17.30	1,200.00
205-41930-151 WORKERS' COMPENSATION PREMIU	761.00	761.00	.00	( 761.00)	.00	427.34
205-41930-154 HRA/FLEX FEES	100.00	100.00	26.40	( 73.60)	26.40	73.35
<b>TOTAL PERSONAL SERVICES</b>	<b>133,574.00</b>	<b>133,574.00</b>	<b>21,157.09</b>	<b>( 112,416.91)</b>	<b>15.84</b>	<b>125,675.66</b>
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	250.00	250.00	.00	( 250.00)	.00	130.88
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	200.00	200.00	.00	( 200.00)	.00	.00
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	39.99	( 3,260.01)	1.21	1,229.98
<b>TOTAL SUPPLIES</b>	<b>3,750.00</b>	<b>3,750.00</b>	<b>39.99</b>	<b>( 3,710.01)</b>	<b>1.07</b>	<b>1,360.86</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	3,348.50	( 651.50)	83.71	3,423.50
205-41930-313 IT MGMT & BACKUP	2,700.00	2,700.00	451.62	( 2,248.38)	16.73	2,709.72
205-41930-321 TELEPHONE/CELLULAR	900.00	900.00	218.36	( 681.64)	24.26	945.55
205-41930-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	270.56	( 729.44)	27.06	476.64
205-41930-334 MILEAGE REIMBURSEMENT	800.00	800.00	.00	( 800.00)	.00	1,198.49
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00	( 200.00)	.00	142.82
205-41930-360 INSURANCE AND BONDS	1,550.00	1,550.00	.00	( 1,550.00)	.00	343.00
205-41930-381 ELECTRIC UTILITIES	1,000.00	1,000.00	249.58	( 750.42)	24.96	1,688.82
205-41930-382 WATER/SEWER/STORM PROPERTY A	2,000.00	2,000.00	.00	( 2,000.00)	.00	2,161.26
205-41930-383 GAS UTILITIES	300.00	300.00	781.76	481.76	260.59	890.84
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>14,450.00</b>	<b>14,450.00</b>	<b>5,320.38</b>	<b>( 9,129.62)</b>	<b>36.82</b>	<b>13,980.64</b>
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	368.30	( 9,631.70)	3.68	13,153.48
205-41930-430 MISCELLANEOUS	.00	.00	.00	.00	.00	( 61.43)
205-41930-433 DUES AND SUBSCRIPTIONS	1,500.00	1,500.00	855.00	( 645.00)	57.00	1,281.40
205-41930-440 SCHOOLS & MEETINGS	1,500.00	1,500.00	1,836.50	336.50	122.43	763.00
205-41930-450 TAX ABATEMENT-MAIN & 65 LLC	.00	.00	.00	.00	.00	6,188.16
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	.00	.00	.00	31,654.20
205-41930-484 NLX ACTIVITIES	8,357.00	8,357.00	8,356.00	( 1.00)	99.99	6,650.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
205-41930-489 IND PARK MARKETING	9,500.00	9,500.00	.00	( 9,500.00)	.00	8,240.48
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	( 3,000.00)	.00	3,000.00
<b>TOTAL MISCELLANEOUS</b>	<b>36,857.00</b>	<b>36,857.00</b>	<b>11,415.80</b>	<b>( 25,441.20)</b>	<b>30.97</b>	<b>70,869.29</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL EDA ADMINISTRATION	188,631.00	188,631.00	37,933.26	( 150,697.74)	20.11	211,886.45

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MALL OPERATING EXPENSES</b>						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	27,224.00	27,224.00	4,180.80	( 23,043.20)	15.36	26,463.72
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-47000-103 TEMPORARY EMPLOYEE	3,000.00	3,000.00	761.36	( 2,238.64)	25.38	6,593.05
205-47000-121 PERA (EMPLOYER)	2,192.00	2,192.00	313.56	( 1,878.44)	14.30	1,977.60
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,236.00	2,236.00	366.56	( 1,869.44)	16.39	2,448.39
205-47000-131 MEDICAL/DENTAL/LIFE	8,557.00	8,557.00	2,105.84	( 6,451.16)	24.61	8,024.40
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	( 600.00)	.00	539.63
205-47000-151 WORKERS' COMPENSATION PREMIU	1,653.00	1,653.00	.00	( 1,653.00)	.00	1,313.07
205-47000-154 HRA/FLEX FEES	100.00	100.00	13.20	( 86.80)	13.20	36.75
<b>TOTAL PERSONAL SERVICES</b>	<b>46,562.00</b>	<b>46,562.00</b>	<b>7,741.32</b>	<b>( 38,820.68)</b>	<b>16.63</b>	<b>47,396.61</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	24.23	( 175.77)	12.12	148.49
205-47000-212 GASOLINE/FUEL	125.00	125.00	.00	( 125.00)	.00	71.92
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	958.97	( 14,041.03)	6.39	11,127.07
<b>TOTAL SUPPLIES</b>	<b>15,325.00</b>	<b>15,325.00</b>	<b>983.20</b>	<b>( 14,341.80)</b>	<b>6.42</b>	<b>11,347.48</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	53.00	( 297.00)	15.14	309.82
205-47000-351 PUBLISHING/LEGAL NOTICES	.00	.00	.00	.00	.00	494.45
205-47000-360 INSURANCE AND BONDS	5,000.00	5,000.00	.00	( 5,000.00)	.00	6,052.27
205-47000-381 ELECTRIC UTILITIES	22,000.00	22,000.00	1,531.20	( 20,468.80)	6.96	18,183.11
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	807.67	( 4,892.33)	14.17	4,764.76
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	288.29	( 5,711.71)	4.80	3,651.01
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	907.31	( 3,592.69)	20.16	3,655.90
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>43,550.00</b>	<b>43,550.00</b>	<b>3,587.47</b>	<b>( 39,962.53)</b>	<b>8.24</b>	<b>37,111.32</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	10,994.15	( 5,005.85)	68.71	8,557.81
205-47000-413 BNSF PARKING LOT LEASE	1,500.00	1,500.00	2,282.50	782.50	152.17	( 251.08)
205-47000-440 SCHOOLS & MEETINGS	.00	.00	19.00	19.00	.00	.00
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	.00	( 12,000.00)	.00	3,491.80
205-47000-490 MALL CAP FUND CONTRIBUTION	2,350.00	2,350.00	.00	( 2,350.00)	.00	.00
205-47000-491 WORK FORCE CENTER BUILDOUT	45,000.00	45,000.00	.00	( 45,000.00)	.00	.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	18,370.31
205-47000-498 TENANT BUILD OUT	.00	.00	.00	.00	.00	105,836.80
<b>TOTAL MISCELLANEOUS</b>	<b>76,850.00</b>	<b>76,850.00</b>	<b>13,295.65</b>	<b>( 63,554.35)</b>	<b>17.30</b>	<b>136,005.64</b>
<b>TOTAL MALL OPERATING EXPENSE</b>	<b>182,287.00</b>	<b>182,287.00</b>	<b>25,607.64</b>	<b>( 156,679.36)</b>	<b>14.05</b>	<b>231,861.05</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019

FUND 205 - EDA ADMIN FUND

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>EXPENSE 300</u>							
<i>TRANSFERS</i>							
205-49300-720	TRANSFERS OUT - OPER TRANSFER	.00	.00	.00	.00	.00	14,687.63
	<i>TOTAL TRANSFERS</i>	.00	.00	.00	.00	.00	14,687.63
	TOTAL EXPENSE 300	.00	.00	.00	.00	.00	14,687.63

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	370,918.00	370,918.00	63,540.90			458,435.13
NET REVENUES OVER EXPENDITURE	56,082.00	56,082.00	( 10,356.22)			( 132,005.39)

### ACH Transaction Report

Batch #: 000193

Created On: 02/27/2019

Name	Amount
Main Street Flats LP	\$343.00
Wyoming Limited Partne	\$151.00
Cambridge EDA	\$-494.00
<b>Batch Total:</b>	<b>\$0.00</b>

(L)

March ACH  
Housing Disbursements

① 64,158.52



### ACH Transaction Report

Batch #: 000194

Created On: 02/27/2019

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$1,225.00
Calhoun Apartments	\$1,089.00
Cambridge Square Assoc	\$1,208.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,032.00
DJ Properties of Stanc	\$510.00
Erlandson - Nelson Con	\$555.00
Haven Properties	\$347.00
New Challenges, Inc.	\$6,020.00
Isanti Community Servi	\$74.00
Isanti Village Apartme	\$1,403.00
Kaizen Property Soluti	\$1,066.00
Kestrel Meadows Townho	\$4,390.00
Legacy Townhomes	\$3,064.00
Main Street Flats LP	\$920.00
Minneapolis Public Hou	\$685.52
Mission 61 Inc.	\$473.00
Allen Moulton	\$530.00
Osmium Holdings LLC	\$844.00
NETA Property Manageme	\$373.00
Normandy Townhomes	\$2,968.00
North Branch Senior Ho	\$615.00
Oakhurst Apartments	\$361.00
Oakview Terrace Townho	\$3,247.00
Pine Village LLC	\$97.00
Rush Oaks Apartments	\$1,176.00
Sunrise Court Apartmen	\$1,092.00
Sunset Assets LLC	\$739.00
Taylors Falls Villas	\$564.00
Tower Terrace Limited	\$4,463.00
Wyoming Limited Partne	\$1,518.00
Wyoming Limited Partne	\$2,071.00
Cambridge EDA	\$-46,134.52

①

**Batch Total:** \$0.00

### ACH Transaction Report

Batch #: 000195

Created On: 02/27/2019

Name	Amount
Aaron Jordan	\$486.00
Bohmer, John	\$793.00
Dean & Jennifer Bondes	\$869.00
Charles Satak	\$585.00
Chen Liu	\$5,149.00
David Findell	\$554.00
Leeanna M. Dudley	\$90.00
Elmer D. Harp	\$567.00
Jenell King	\$550.00
John Maher	\$370.00
Kathryn Dahlberg	\$669.00
Kristine Yerigan	\$319.00
Brian Leet	\$376.00
Michael Doran	\$555.00
Loral Myers	\$272.00
Ordeen Splittstoser	\$248.00
Randall Propp	\$597.00
Richard Berget	\$264.00
Robert Blaisdell-Blais	\$423.00
Robert Blaisdell	\$1,150.00
Robert Mattson	\$585.00
Ross Goldsmith	\$172.00
Steve Baker	\$797.00
Paul & Bethany Stiles	\$531.00
Cambridge EDA	\$-16,971.00



Batch Total: \$0.00

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2m:

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### ACH Transaction Report

Batch #: 000196  
Created On: 03/27/2019

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$559.00
Cambridge EDA	\$-559.00
<b>Batch Total:</b>	<b>\$0.00</b>

(1)

CAMBRIDGE EDA MEETING

April 15, 2019

BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	3/13/2019	112990 - 113050	27,822.78
Prepaid Checks	3/20/2019	113067 - 113104	2,092.45
Prepaid Checks	3/27/2019	113131 - 113175	9,889.93
Prepaid Checks	4/3/2019	113180 - 113234	8,158.50
	Prepaid Totals		<u>47,963.66</u>

TOTAL SUBMITTED FOR APPROVAL

**\$47,963.66**

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 3/13/19-4/3/2019.

Caroline Moe 4/4/19

Caroline Moe, Director of Finance signature & date

Linda Gerlach Finance Clerk 4-4-2019

Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
283	Apadana LLC	Lighting Upgrade - Mall	224.00
283	Apadana LLC	Lighting Upgrade - Mall	259.30
Total 283:			483.30
555	Business Essentials	Maintenance Supplies - Mall	99.06
Total 555:			99.06
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
2631	Isanti County Auditor-Treasurer	Payment in Lieu of Taxes 2018 - Bridge Park A	12,849.00
Total 2631:			12,849.00
3160	LeCuyer, Christine	FSS Escrow Pay-Out	13,378.67
Total 3160:			13,378.67
3829	MN Dept of Labor and Industry	Elevator Annual Operation - Bridge Park Apts	100.00
Total 3829:			100.00
4886	Roof Tech	Roof Repairs - Mall	780.12
Total 4886:			780.12
5861	Walmart Community Card	Tenant Services - Bridge Park	129.60
Total 5861:			129.60
Grand Totals:			27,822.78

Dated: 3/13/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/19	03/13/2019	112990	283	Apadana LLC	205-20100	483.30
03/19	03/13/2019	112994	555	Business Essentials	205-20100	99.06
03/19	03/13/2019	112998	1140	Cintas Corporation	205-20100	3.03
03/19	03/13/2019	113013	2631	Isanti County Auditor-Treasurer	901-20100	12,849.00
03/19	03/13/2019	113018	3160	Christine LeCuyer	905-20100	13,378.67
03/19	03/13/2019	113025	3829	MN Dept of Labor and Industry	901-20100	100.00
03/19	03/13/2019	113039	4886	Roof Tech	205-20100	780.12
03/19	03/13/2019	113050	5861	Walmart Business/SYNCB	901-20100	129.60
Grand Totals:						<u>27,822.78</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1046	Centerpoint Energy	Gas Utilities - Woodcrest Park Church	6.33
Total 1046:			6.33
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
Total 1686:			155.25
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 405	200.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 202,307,206	467.84
Total 3006:			667.84
4211	Northland Fire Protection	Annual Inspection Fire Alarm System - Bridge P	1,260.00
Total 4211:			1,260.00
Grand Totals:			2,092.45

Dated: 3/20/19

City Treasurer: Caroline [Signature]

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/19	03/20/2019	113067	1046	Centerpoint Energy	205-20100	6.33
03/19	03/20/2019	113070	1140	Cintas Corporation	205-20100	3.03
03/19	03/20/2019	113077	1686	Ecolab Pest Elimination Div.	901-20100	155.25
03/19	03/20/2019	113093	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	667.84
03/19	03/20/2019	113104	4211	Northland Fire Protection	901-20100	1,260.00
Grand Totals:						2,092.45



Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Parking - Economic Dev	2.00
	Total 969:		2.00
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3086	Landworks Construction, Inc.	Snow Removal - Bridge Park	702.50
	Total 3086:		702.50
3521	Menards	Maintenance Supplies - Mall	14.37
3521	Menards	Materials - Bridge Park	43.72
	Total 3521:		58.09
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base R	16.61
	Total 3543:		16.61
3933	Mora HRA	March Contracted Section 8 Administration	3,991.52
	Total 3933:		3,991.52
4886	Roof Tech	Snow Removal - Mall	2,835.00
	Total 4886:		2,835.00
5048	Seasonal Property Services, LLC	Removal Debris & Clearing Snow - 103 Main St	2,000.00
	Total 5048:		2,000.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	71.10
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.74
5801	Verizon Wireless	wireless phone service - Bridge Park	72.84
	Total 5801:		160.68
	Grand Totals:		9,889.93

Dated: 3/27/19City Treasurer: Caroline Mwe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/19	03/27/2019	113131	969	Cardmember Service	205-20100	2.00
03/19	03/27/2019	113134	1140	Cintas Corporation	205-20100	3.03
03/19	03/27/2019	113150	3056	Lake Superior Laundry Inc.	205-20100	120.50
03/19	03/27/2019	113151	3086	Landworks Construction, Inc.	901-20100	702.50
03/19	03/27/2019	113155	3521	Menards	901-20100	58.09
03/19	03/27/2019	113156	3543	Metro Sales, Inc.	901-20100	16.61
03/19	03/27/2019	113159	3933	Mora HRA	902-20100	3,991.52
03/19	03/27/2019	113165	4886	Roof Tech	205-20100	2,835.00
03/19	03/27/2019	113166	5048	Seasonal Property Services, LLC	205-20100	2,000.00
03/19	03/27/2019	113175	5801	Verizon Wireless	205-20100	160.68
Grand Totals:						9,889.93

Vendor	Vendor Name	Description	Net Invoice Amount
285	Applebee's	Gift Cards - Bridge Park	460.00
	Total 285:		460.00
303	Arby's	Gift Cards - Bridge Park	220.00
	Total 303:		220.00
619	Bodsberg, Diane	Security Deposit & Interest, Pet Deposit	786.38
	Total 619:		786.38
1046	Centerpoint Energy	Gas Utilities - Woodcrest Park Church	85.02
	Total 1046:		85.02
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	1,120.00
	Total 1356:		1,120.00
1363	Culver's	Gift Cards - Bridge Park	240.00
	Total 1363:		240.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 409	277.69
	Total 3006:		277.69
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3460	McDonald's	Gift Cards - Bridge Park	620.00
	Total 3460:		620.00
3501	MEI Total Elevator Solutions	April Service Billing	253.03
	Total 3501:		253.03
4454	Perkins	Gift Cards - Bridge Park	1,620.00
	Total 4454:		1,620.00
4661	Quill Corporation	Office Supplies - Bridge Park	196.95

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4661:			196.95
4886	Roof Tech	Roof Repairs - Mall	1,084.28
Total 4886:			1,084.28
5328	Subway	Gift Cards - Bridge Park	500.00
Total 5328:			500.00
5908	Wendy's	Gift Cards - Bridge Park	120.00
Total 5908:			120.00
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			451.62
Grand Totals:			8,158.50

Dated: 4/3/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/19	04/03/2019	113180	285	Applebee's	901-20100	460.00
04/19	04/03/2019	113181	303	Arby's	901-20100	220.00
04/19	04/03/2019	113184	619	Diane Bodsberg	901-20100	786.38
04/19	04/03/2019	113188	1046	Centerpoint Energy	205-20100	85.02
04/19	04/03/2019	113190	1140	Cintas Corporation	205-20100	3.03
04/19	04/03/2019	113194	1356	Cub Foods Cambridge #31574	901-20100	1,120.00
04/19	04/03/2019	113195	1363	Culver's	901-20100	240.00
04/19	04/03/2019	113206	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	277.69
04/19	04/03/2019	113207	3056	Lake Superior Laundry Inc.	205-20100	120.50
04/19	04/03/2019	113211	3460	McDonald's	901-20100	620.00
04/19	04/03/2019	113212	3501	MEI Total Elevator Solutions	901-20100	253.03
04/19	04/03/2019	113219	4454	Perkins	901-20100	1,620.00
04/19	04/03/2019	113221	4661	Quill Corporation	901-20100	196.95
04/19	04/03/2019	113223	4886	Roof Tech	205-20100	1,084.28
04/19	04/03/2019	113227	5328	Subway	901-20100	500.00
04/19	04/03/2019	113233	5908	Wendy's	901-20100	120.00
04/19	04/03/2019	113234	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						8,158.50