

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
May 20, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, May 20, 2019 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

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

Staff present: Economic Development Director Gustafson, Finance Director Moe and Administrator Woulfe.

Call to Order

Shogren called the meeting to order at 5:00 pm.

Approval of Agenda

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

Consent Agenda

Godfrey moved, seconded by Iverson, to approve consent agenda items A – G:

- A. Approve EDA Regular Meeting Minutes for April 15, 2019
- B. Approve EDA Draft March 2019 Financial Statements
- C. Housing Division April 2019 Disbursements, Totaling \$74,146
- D. Approve EDA Admin Division April 2019 Bills Checks #113239-#113562 Totaling \$110,728.83
- E. Approve Bridge Park Building Rehab Pay Requests
 - a. Steinbrecher Painting Company Pay App #1 EDA Resolution EDA R19-002 for \$14,915.00
 - b. VCI Environmental, Inc Pay App #1 EDA Resolution EDA R19-003 for \$95,378.81
 - c. Steinbrecher Painting Company Pay App #2 EDA Resolution EDA R19-004 for \$38,000.00
 - d. Tight Miter Carpentry Pay App #1 EDA Resolution EDA R19-005 for \$14,250.00
 - e. Bassing Electric Pay App #1 EDA Resolution EDA R19-006 for \$8,449.54
 - f. Acoustics Associates Pay App #1 EDA Resolution EDA R19-007 for \$95,000.00
 - g. Liberty Plumbing Pay App #1 & # 2 EDA Resolution EDA R19-008 for \$15,962.00
 - h. Pinnacle Wall Systems Pay App #1 EDA Resolution EDA R19-009 for \$18,572.50
- F. Housing Supervisor Report
- G. Resident Meeting Minutes

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

Work Session

There were no items for discussion.

Unfinished Business

Composition of Economic Development Authority

Shogren stated he requested a look at the structure of the Economic Development Authority at the meeting on April 15, 2019. Shogren reported he reviewed the staff report prepared for tonight's meeting and would like to withdraw his request. Shogren stated no changes needed to be discussed.

Palmer moved, seconded by Conley, to make no changes to the structure of the Economic Development Authority (EDA). Motion carried unanimously.

Update on Bridge Park Apartments

Moe reported the asbestos renovations are going very well and believes residents should be back in their homes around June 2, 2019. Moe reported only a few minor issues have cropped up, including scratches on flooring, but overall the process has been very smooth.

Godfrey suggested an open house a Bridge Park Apartments to thank the residents for their cooperation and patience and to hear from them. wanted to have a short open house on June 17 at Bridge Park to say thank you to the residents and hear from them.

Iverson moved, seconded by Palmer, to move the June 17, 2019 Economic Development meeting to 2:00 p.m. to 3:00 p.m. at Bridge Park Apartments and provide a cake and punch for residents. Motion carried unanimously.

New Business

Approve Resolution R19-010 Authorizing the sale of EDA Owned Property


Gustafson reported the properties the Economic Development Authority own are primarily in the Woodcrest Park Church redevelopment area. Gustafson stated there are no specific requests in regards to these properties but staff continues to talk with potential developers. Gustafson stated these properties have and will continue to be marketed for economic development recruitment, retention, and/or expansion projects. Gustafson explained this development area has been identified as high density residential in the 2017 Comprehensive Plan.

Gustafson reported the Planning Commission reviewed this request on May 7, 2019 and approved Resolution R19-01 authorizing the potential sale of property owned by the City of Cambridge and Economic Development Authority. Gustafson explained the Economic Development Authority (EDA) by Resolution needs to approve the on-going efforts to market these properties for sale. Gustafson stated the Economic Development Authority (EDA) will take final action on the specific terms of any proposed sale of its assets, therefore this is a blanket approval of properties being actively marketed, rather than approval of any sale or transaction.

Godfrey moved, seconded by Conley, to approve Resolution R19-010 Authorizing Sale and Marketing of EDA Owned Properties. Motion carried unanimously.

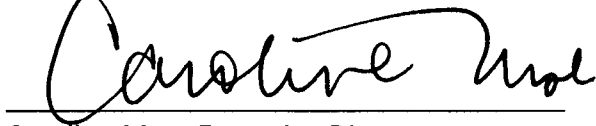
Adjournment

Iverson moved, seconded by Conley, to adjourn the meeting at 5:24 p.m. Motion carried unanimously.



Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
MARCH 31, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(2,014.79)	
901-10102	INVESTMENTS--PBC	218,995.99	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	814,348.54	
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>1,213,539.94</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	474.64	
901-22600	TENANT SECURITY DEPOSITS	26,127.00	
	TOTAL LIABILITIES		26,601.64

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>27,562.17</u>	
	BALANCE - CURRENT DATE	<u>27,562.17</u>	
	TOTAL FUND EQUITY		<u>1,186,938.30</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,213,539.94</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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 & 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	605.02	894.98	40.33	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	605.02	994.98	37.81	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	40,003.00	107,597.00	27.10	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	1,026.15	2,973.85	25.65	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	41,029.15	110,570.85	27.06	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	68,165.17			280,151.66

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
901-49500-103 ADMIN PART-TIME - REGULAR	35,000.00	35,000.00	12,307.26	(22,692.74)	35.16	26,721.15
901-49500-121 PERA (EMPLOYER)	2,625.00	2,625.00	923.04	(1,701.96)	35.16	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	923.65	(1,754.35)	34.49	2,044.22
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	27.36	(472.64)	5.47	158.45
901-49500-154 HRA/FLEX FEES	.00	.00	31.05	31.05	.00	.00
TOTAL PERSONAL SERVICES	40,803.00	40,803.00	14,212.36	(26,590.64)	34.83	30,927.91
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	196.95	(803.05)	19.70	287.15
TOTAL SUPPLIES	1,000.00	1,000.00	196.95	(803.05)	19.70	287.15
<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	677.43	(2,322.57)	22.58	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	1,327.12	(5,472.88)	19.52	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
TOTAL OTHER SERVICES AND CHA	14,250.00	14,250.00	2,042.05	(12,207.95)	14.33	11,650.02
<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	36.87	(363.13)	9.22	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
TOTAL MISCELLANEOUS	5,400.00	5,400.00	2,484.87	(2,915.13)	46.02	6,129.78
TOTAL LOW RENT ADMINISTRATION	61,453.00	61,453.00	18,936.23	(42,516.77)	30.81	48,994.86

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	184.33	(615.67)	23.04	5,727.38
	<i>TOTAL SUPPLIES</i>	800.00	800.00	184.33	(615.67)	23.04	5,727.38
	TOTAL LOW RENT TENANT SERVICE	800.00	800.00	184.33	(615.67)	23.04	5,727.38

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT MAINTENANCE							
<i>PERSONAL SERVICES</i>							
901-49700-103	MAINT PT EMPLOYEES - REGULAR	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	198.74	(1,368.26)	12.68	697.13
901-49700-153	UNEMPLOYMENT	4,000.00	4,000.00	.00	(4,000.00)	.00	5,954.00
TOTAL PERSONAL SERVICES		32,900.00	32,900.00	198.74	(32,701.26)	.60	26,183.07
<i>SUPPLIES</i>							
901-49700-210	MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	322.56	(6,560.44)	4.69	6,064.85
901-49700-212	FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	6.85
TOTAL SUPPLIES		7,083.00	7,083.00	322.56	(6,760.44)	4.55	6,071.70
<i>OTHER SERVICES AND CHARGES</i>							
901-49700-304	CONTRACT COSTS	30,000.00	30,000.00	6,351.81	(23,648.19)	21.17	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	11,933.26	(24,066.74)	33.15	34,403.52
901-49700-382	WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	1,903.75	(8,596.25)	18.13	8,367.36
901-49700-383	GAS UTILITIES	6,500.00	6,500.00	268.87	(6,231.13)	4.14	2,899.01
901-49700-384	REFUSE HAULING	3,000.00	3,000.00	503.45	(2,496.55)	16.78	3,101.87
TOTAL OTHER SERVICES AND CHA		111,364.00	111,364.00	20,961.14	(90,402.86)	18.82	100,374.20
<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
TOTAL MISCELLANEOUS		59,000.00	59,000.00	.00	(59,000.00)	.00	48,755.10
<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
TOTAL IMPROVEMENTS/BETTERM		4,000.00	4,000.00	.00	(4,000.00)	.00	3,985.00
TOTAL LOW RENT MAINTENANCE		214,347.00	214,347.00	21,482.44	(192,864.56)	10.02	185,369.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	40,603.00			240,091.31
NET REVENUES OVER EXPENDITURE	.00	.00	27,562.17			40,060.35

CITY OF CAMBRIDGE
BALANCE SHEET
MARCH 31, 2019

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	127,109.03
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	127,218.03
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	2,789.01
	TOTAL LIABILITIES	2,789.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	118,736.75
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	5,692.27
	BALANCE - CURRENT DATE	5,692.27
	TOTAL FUND EQUITY	124,429.02
	TOTAL LIABILITIES AND EQUITY	127,218.03

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	15,524.00	32,476.00	32.34	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	15,524.00	32,476.00	32.34	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	24.87	(24.87)	.00	115.90
TOTAL INTEREST	.00	.00	24.87	(24.87)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	15,548.87			66,802.90

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	12,079.60	(31,920.40)	27.45	42,225.88
<i>TOTAL OTHER SERVICES AND CHA</i>		47,000.00	47,000.00	12,079.60	(34,920.40)	25.70	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
TOTAL SECT 8 ADMINISTRATIVE		48,000.00	48,000.00	12,079.60	(35,920.40)	25.17	43,325.88

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	74,076.00	74,076.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(76,569.00)	(76,569.00)	.00	(326,713.00)
902-49775-376 URP PORT REC	.00	.00	270.00	270.00	.00	555.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	(2,223.00)	(2,223.00)	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	(2,223.00)	(2,223.00)	.00	.00

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 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	9,856.60			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	5,692.27			23,477.02

CITY OF CAMBRIDGE
BALANCE SHEET
MARCH 31, 2019

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	371,649.78	
903-10200	EDA HOUSING DIV OPERATING CASH	4,820.92	
	TOTAL ASSETS		<u>376,470.70</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	376,238.13	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	232.57	
	BALANCE - CURRENT DATE	232.57	
	TOTAL FUND EQUITY		<u>376,470.70</u>
	TOTAL LIABILITIES AND EQUITY		<u>376,470.70</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & MISC INCOME</u>						
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	420.92	579.08	42.09	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	420.92	579.08	42.09	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	 420.92			 18,472.51

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER HOUSING BUS ACTIV-ADMIN</i>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	175.00	(1,925.00)	8.33	1,855.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	161.00	161.00	13.35	(147.65)	8.29	141.86
<i>TOTAL FUNCTION 1</i>		<u>2,261.00</u>	<u>2,261.00</u>	<u>188.35</u>	<u>(2,072.65)</u>	<u>8.33</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>
TOTAL OTHER HOUSING BUS ACTIV		<u><u>16,000.00</u></u>	<u><u>16,000.00</u></u>	<u><u>188.35</u></u>	<u><u>(15,811.65)</u></u>	<u><u>1.18</u></u>	<u><u>1,996.86</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	188.35			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	232.57			16,475.65

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	 36,000.00	 36,000.00	 .00			 31,915.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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 3 MONTHS ENDING MARCH 31, 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
MARCH 31, 2019

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
905-10200	EDA OPERATING ACCT-SECTION 8	(31,275.32)
	TOTAL ASSETS	(31,275.32)
<u>LIABILITIES AND EQUITY</u>		
<u>FUND EQUITY</u>		
905-27200	RESTRICTED NET ASSETS-HAP	(19,667.36)
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(11,607.96)
	BALANCE - CURRENT DATE	(11,607.96)
	TOTAL FUND EQUITY	(31,275.32)
	TOTAL LIABILITIES AND EQUITY	(31,275.32)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	109,698.00	242,302.00	31.16	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	109,698.00	242,302.00	31.16	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	352,200.00	352,200.00	109,698.00			410,949.77

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	115,296.00	(236,904.00)	32.74	403,246.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	5,553.00	5,553.00	.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	456.96	456.96	.00	703.66
<i>TOTAL HAP EXPENDITURES</i>	<u>352,200.00</u>	<u>352,200.00</u>	<u>121,305.96</u>	<u>(230,894.04)</u>	<u>34.44</u>	<u>415,412.66</u>
TOTAL HAP EXPENDITURES	<u><u>352,200.00</u></u>	<u><u>352,200.00</u></u>	<u><u>121,305.96</u></u>	<u><u>(230,894.04)</u></u>	<u><u>34.44</u></u>	<u><u>415,412.66</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	121,305.96			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	(11,607.96)			(4,462.89)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	69,277.34	155,722.66	30.79	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	69,277.34	155,722.66	30.79	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	69,277.34			326,429.74

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EDA ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
205-41930-101 FULL-TIME EMPLOYEES - REGULAR	94,623.00	94,623.00	25,236.81	(69,386.19)	26.67	93,693.50
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	315.00	(2,185.00)	12.60	525.00
205-41930-121 PERA (EMPLOYER)	7,289.00	7,289.00	1,892.76	(5,396.24)	25.97	6,746.16
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	1,881.05	(5,552.95)	25.30	6,945.31
205-41930-131 MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	5,496.60	(11,617.40)	32.12	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	1,200.00	.00	100.00	1,200.00
205-41930-151 WORKERS' COMPENSATION PREMIU	761.00	761.00	85.63	(675.37)	11.25	427.34
205-41930-154 HRA/FLEX FEES	100.00	100.00	31.10	(68.90)	31.10	73.35
TOTAL PERSONAL SERVICES	133,574.00	133,574.00	36,138.95	(97,435.05)	27.06	125,675.66
<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
TOTAL SUPPLIES	3,750.00	3,750.00	39.99	(3,710.01)	1.07	1,360.86
<i>OTHER SERVICES & 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	677.43	(2,022.57)	25.09	2,709.72
205-41930-321 TELEPHONE/CELLULAR	900.00	900.00	289.46	(610.54)	32.16	945.55
205-41930-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	163.42	(836.58)	16.34	476.64
205-41930-334 MILEAGE REIMBURSEMENT	800.00	800.00	185.02	(614.98)	23.13	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	566.18	(433.82)	56.62	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	1,746.48	1,446.48	582.16	890.84
TOTAL OTHER SERVICES & CHARG	14,450.00	14,450.00	6,976.49	(7,473.51)	48.28	13,980.64
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	2,632.40	(7,367.60)	26.32	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
TOTAL MISCELLANEOUS	36,857.00	36,857.00	13,679.90	(23,177.10)	37.12	70,869.29

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 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	56,835.33	(131,795.67)	30.13	211,886.45

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2019

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MALL OPERATING EXPENSES						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	27,224.00	27,224.00	7,316.39	(19,907.61)	26.87	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	548.73	(1,643.27)	25.03	1,977.60
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,236.00	2,236.00	597.80	(1,638.20)	26.74	2,448.39
205-47000-131 MEDICAL/DENTAL/LIFE	8,557.00	8,557.00	2,746.26	(5,810.74)	32.09	8,024.40
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	539.63
205-47000-151 WORKERS' COMPENSATION PREMIUM	1,653.00	1,653.00	250.49	(1,402.51)	15.15	1,313.07
205-47000-154 HRA/FLEX FEES	100.00	100.00	15.55	(84.45)	15.55	36.75
TOTAL PERSONAL SERVICES	46,562.00	46,562.00	12,236.58	(34,325.42)	26.28	47,396.61
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	36.35	(163.65)	18.18	148.49
205-47000-212 GASOLINE/FUEL	125.00	125.00	43.98	(81.02)	35.18	71.92
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	1,433.90	(13,566.10)	9.56	11,127.07
TOTAL SUPPLIES	15,325.00	15,325.00	1,514.23	(13,810.77)	9.88	11,347.48
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	69.74	(280.26)	19.93	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	3,020.20	(18,979.80)	13.73	18,183.11
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	1,182.84	(4,517.16)	20.75	4,764.76
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	667.75	(5,332.25)	11.13	3,651.01
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	907.31	(3,592.69)	20.16	3,655.90
TOTAL OTHER SERVICES & CHARGES	43,550.00	43,550.00	5,847.84	(37,702.16)	13.43	37,111.32
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	16,176.85	176.85	101.11	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
TOTAL MISCELLANEOUS	76,850.00	76,850.00	18,478.35	(58,371.65)	24.04	136,005.64
TOTAL MALL OPERATING EXPENSE	182,287.00	182,287.00	38,077.00	(144,210.00)	20.89	231,861.05

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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 3 MONTHS ENDING MARCH 31, 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	94,912.33			458,435.13
NET REVENUES OVER EXPENDITURE	56,082.00	56,082.00	(25,634.99)			(132,005.39)

CAMBRIDGE EDA MEETING

May 20, 2019

BILLS LIST

Disbursement Type:	Date:	Check Numbers:	<u>Submitted For Approval</u>
ACH-Section 8 Business (see attached)	4/1/2019	n/a	45,606.00
ACH-Section 8 Individuals (see attached)	4/1/2019	n/a	17,040.00
Cash withdrawal for Relocation Assistance (See note below)	4/2/2019		5,000.00
Cash withdrawal for Relocation Assistance (See note below)	4/16/2019		6,500.00

Prepaid Totals

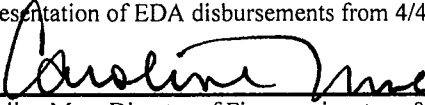
74,146.00

TOTAL SUBMITTED FOR APPROVAL


\$74,146.00

Note--All cash withdrawals require two authorized signers to be present. Lynda Woulfe and Caroline Moe were present at the bank to make the withdrawals. All distributions were made with residents signing for funds with two witnesses (Deb Barrett and Caroline Moe), verifying any relocation assistance distributed. Any cash funds remaining at month end were verified by two individuals (Caroline Moe and Linda Gerlach).

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 4/4/19-5/9/2019.


5/13/19

 Caroline Moe, Director of Finance signature & date


5/14/2019

 Deb Barrett, Housing Supervisor signature & date

ACH Transaction Report

Batch #: 000197

Created On: 03/27/2019

Name	Amount
Bungalows of Chisago L	\$2,212.00
Calhoun Apartments	\$1,099.00
Cambridge Square Assoc	\$960.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,032.00
DJ Properties of Stanc	\$525.00
Erlandson - Nelson Con	\$559.00
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
Mission 61 Inc.	\$473.00
Allen Moulton	\$530.00
Osmium Holdings LLC	\$844.00
NETA Property Manageme	\$373.00
Normandy Townhomes	\$2,357.00
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	\$-45,606.00

Batch Total:	\$0.00
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Date: 03/27/2019

Peoples Bank of Commere / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000198

Created On: 03/27/2019

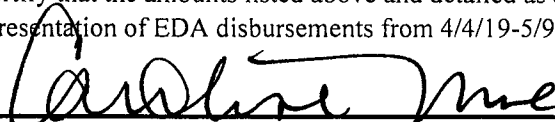
<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$486.00
Bohmer, John	\$793.00
Dean & Jennifer Bondes	\$869.00
Charles Satak	\$585.00
Chen Liu	\$5,149.00
David Findell	\$554.00
Leeanna M. Dudley	\$90.00
Elmer D. Harp	\$567.00
Jenell King	\$550.00
John Maher	\$377.00
Kathryn Dahlberg	\$669.00
Kristine Yerigan	\$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	\$234.00
Steve Baker	\$797.00
Paul & Bethany Stiles	\$531.00
Cambridge EDA	\$-17,040.00
Batch Total:	\$0.00

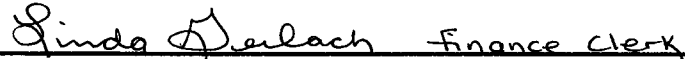
<p>CAMBRIDGE EDA MEETING May 20, 2019 BILLS LIST</p>
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Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	4/10/2019	113239 - 113302	24,846.91
Prepaid Checks	4/17/2019	113308 - 113366	37,017.27
Prepaid Checks	4/24/2019	113376 - 113431	5,052.08
Prepaid Checks	5/1/2019	113445 - 113494	18,064.24
Prepaid Checks	5/9/2019	113504 - 113562	25,748.33
Prepaid Totals			110,728.83

TOTAL SUBMITTED FOR APPROVAL **\$110,728.83**

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 4/4/19-5/9/2019.

 5/13/19
Caroline Moe, Director of Finance signature & date

 5-13-2019
Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
285	Applebee's	Gift Cards - Bridge Park	420.00
	Total 285:		420.00
303	Arby's	Gift Cards - Bridge Park	180.00
	Total 303:		180.00
576	BJ Baas Builders, Inc.	Preconstruction Services - Bridge Park	13,561.25
	Total 576:		13,561.25
1100	Chappell, Elizabeth	Refund Security Deposit & Interest	792.62
	Total 1100:		792.62
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1144	City Moving and Storage	Bridge Park Moving Expense	877.50
	Total 1144:		877.50
1201	Cliff's Vacuum	Vacuum and Bags - Bridge Park	399.98
	Total 1201:		399.98
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	1,120.00
	Total 1356:		1,120.00
1363	Culver's	Gift Cards - Bridge Park	360.00
	Total 1363:		360.00
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
	Total 1686:		155.25
3501	MEI Total Elevator Solutions	Service Call - Bridge Park	1,740.00
	Total 3501:		1,740.00
4011	NAC Mechanical & Electrical Serv	Spring Semi-Annual Maintenance	525.30
	Total 4011:		525.30
4131	Nordberg's Electric Supply Inc	Service Call - Bridge Park	100.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4131:			100.00
4454	Perkins	Gift Cards - Bridge Park	1,320.00
Total 4454:			1,320.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - May	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - May	750.00
Total 5191:			2,250.00
5328	Subway	Gift Cards - Bridge Park	540.00
Total 5328:			540.00
5861	Walmart Community Card	Tenant Services - Bridge Park	84.94
5861	Walmart Community Card	Materials - Bridge Park	9.74
Total 5861:			94.68
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	194.24
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	213.06
Total 5878:			407.30
Grand Totals:			24,846.91

Dated: 4/10/19

City Treasurer: Caroline Moul

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/19	04/10/2019	113239	285	Applebee's	901-20100	420.00
04/19	04/10/2019	113240	303	Arby's	901-20100	180.00
04/19	04/10/2019	113243	576	BJ Baas Builders, Inc.	901-20100	13,581.25
04/19	04/10/2019	113248	1100	Elizabeth Chappell	901-20100	792.62
04/19	04/10/2019	113250	1140	Cintas Corporation	205-20100	3.03
04/19	04/10/2019	113251	1144	City Moving and Storage	901-20100	877.50
04/19	04/10/2019	113252	1201	Cliff's Vacuum	901-20100	399.98
04/19	04/10/2019	113253	1356	Cub Foods Cambridge #31574	901-20100	1,120.00
04/19	04/10/2019	113254	1363	Culver's	901-20100	360.00
04/19	04/10/2019	113259	1686	Ecolab Pest Elimination Div.	901-20100	155.25
04/19	04/10/2019	113274	3501	MEI Total Elevator Solutions	901-20100	1,740.00
04/19	04/10/2019	113279	4011	NAC Mechanical & Electrical Services	205-20100	525.30
04/19	04/10/2019	113282	4131	Nordberg's Electric Supply Inc	901-20100	100.00
04/19	04/10/2019	113285	4454	Perkins	901-20100	1,320.00
04/19	04/10/2019	113290	5191	SPEW Health Plan	205-20100	2,250.00
04/19	04/10/2019	113294	5328	Subway	901-20100	540.00
04/19	04/10/2019	113301	5861	Walmart Business/SYNCB	901-20100	94.68
04/19	04/10/2019	113302	5878	Waste Management of WI-MN	205-20100	407.30
Grand Totals:						24,846.91

Vendor	Vendor Name	Description	Net Invoice Amount
285	Applebee's	Gift Cards - Bridge Park	360.00
	Total 285:		360.00
303	Arby's	Gift Cards - Bridge Park	120.00
	Total 303:		120.00
576	BJ Baas Builders, Inc.	Bridge Park Locks	159.24
	Total 576:		159.24
596	Bloomquist Electric Inc	Repair & Maint - Ace Tack Bldg	90.00
596	Bloomquist Electric Inc	Repair & Maint Bldg/Structures - Mall	846.00
	Total 596:		936.00
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1144	City Moving and Storage	Bridge Park Moving Expense	17,725.00
	Total 1144:		17,725.00
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	800.00
	Total 1356:		800.00
1363	Culver's	Gift Cards - Bridge Park	300.00
	Total 1363:		300.00
2173	GrandStay Hotel and Suites Cam	Lodging - Bridge Park	7,374.00
	Total 2173:		7,374.00
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3214	Liberty Plumbing Co.	Plumbing - Bridge Park	5,000.00
	Total 3214:		5,000.00
3456	McComb Group, Ltd.	Cambridge Multi-Family Apartment Demand	494.50
	Total 3456:		494.50
3675	MNCAR	Exchange Access - EDC Member	555.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 3675:		555.00
4454	Perkins	Gift Cards - Bridge Park	840.00
	Total 4454:		840.00
5129	Signs by Jill	Signs - Mall	1,750.00
	Total 5129:		1,750.00
5328	Subway	Gift Cards - Bridge Park	480.00
	Total 5328:		480.00
	Grand Totals:		37,017.27

Dated: 4-17-19

City Treasurer: Caroline McE

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/19	04/17/2019	113308	285	Applebee's	901-20100	360.00
04/19	04/17/2019	113309	303	Arby's	901-20100	120.00
04/19	04/17/2019	113314	576	BJ Baas Builders, Inc.	901-20100	159.24
04/19	04/17/2019	113315	596	Bloomquist Electric Inc	205-20100	936.00
04/19	04/17/2019	113320	1140	Cintas Corporation	205-20100	3.03
04/19	04/17/2019	113321	1144	City Moving and Storage	901-20100	17,725.00
04/19	04/17/2019	113323	1356	Cub Foods Cambridge #31574	901-20100	800.00
04/19	04/17/2019	113324	1363	Culver's	901-20100	300.00
04/19	04/17/2019	113327	2173	GrandStay Hotel and Suites Cambridge1674	901-20100	7,374.00
04/19	04/17/2019	113338	3056	Lake Superior Laundry Inc.	205-20100	120.50
04/19	04/17/2019	113340	3214	Liberty Plumbing Co.	901-20100	5,000.00
04/19	04/17/2019	113341	3456	McComb Group, Ltd.	205-20100	494.50
04/19	04/17/2019	113350	3675	MNCAR Exchange	205-20100	555.00
04/19	04/17/2019	113354	4454	Perkins	901-20100	840.00
04/19	04/17/2019	113363	5129	Signs by Jill	205-20100	1,750.00
04/19	04/17/2019	113366	5328	Subway	901-20100	480.00
Grand Totals:						37,017.27

Vendor	Vendor Name	Description	Net Invoice Amount
285	Applebee's	Gift Cards - Bridge Park	380.00
	Total 285:		380.00
303	Arby's	Gift Cards - Bridge Park	300.00
	Total 303:		300.00
555	Business Essentials	Maintenance Supplies - Mall	68.27
	Total 555:		68.27
969	Cardmember Service	Key - Ace Tack Bldg	2.14
969	Cardmember Service	Bridge Park - Tenant Relocation	200.00
969	Cardmember Service	Bridge Park - Tenant Relocation	200.00
969	Cardmember Service	Bridge Park - Tenant Relocation	220.00
969	Cardmember Service	Bridge Park - Tenant Relocation	120.00
969	Cardmember Service	Bridge Park - Tenant Relocation	200.00
969	Cardmember Service	Bridge Park - Tenant Relocation	220.00
969	Cardmember Service	Bridge Park - Tenant Relocation	220.00
	Total 969:		1,382.14
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	900.00
	Total 1356:		900.00
1363	Culver's	Gift Cards - Bridge Park	200.00
	Total 1363:		200.00
2350	HD Supply Facilities Maintenance	Credit Materials - Operating Supplies - Bridge	407.92-
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	166.34
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	37.68
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	779.87
	Total 2350:		575.97
2411	Hillyard Inc.	Maintenance Supplies - Mall	230.73
	Total 2411:		230.73
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base	11.94
	Total 3543:		11.94
4454	Perkins	Gift Cards - Bridge Park	800.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 4454:		800.00
5328	Subway	Gift Cards - Bridge Park	200.00
	Total 5328:		200.00
	Grand Totals:		5,052.08

Dated: 4/24/19

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/19	04/24/2019	113376	285	Applebee's	901-20100	380.00
04/19	04/24/2019	113377	303	Arby's	901-20100	300.00
04/19	04/24/2019	113384	555	Business Essentials	205-20100	68.27
04/19	04/24/2019	113388	969	Cardmember Service	901-20100	1,382.14
04/19	04/24/2019	113391	1140	Cintas Corporation	205-20100	3.03
04/19	04/24/2019	113394	1356	Cub Foods Cambridge #31574	901-20100	900.00
04/19	04/24/2019	113395	1363	Culver's	901-20100	200.00
04/19	04/24/2019	113407	2350	HD Supply Facilities Maintenance Ltd	901-20100	575.97
04/19	04/24/2019	113408	2411	Hillyard / Minneapolis	205-20100	230.73
04/19	04/24/2019	113415	3543	Metro Sales, Inc.	901-20100	11.94
04/19	04/24/2019	113420	4454	Perkins	901-20100	800.00
04/19	04/24/2019	113431	5328	Subway	901-20100	200.00
Grand Totals:						<u>5,052.08</u>

Vendor	Vendor Name	Description	Net Invoice Amount
285	Applebee's	Gift Cards - Bridge Park	320.00
	Total 285:		320.00
303	Arby's	Gift Cards - Bridge Park	240.00
	Total 303:		240.00
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	1,160.00
	Total 1356:		1,160.00
1363	Culver's	Gift Cards - Bridge Park	460.00
	Total 1363:		460.00
2173	GrandStay Hotel and Suites Cam	Lodging - Bridge Park	7,374.00
	Total 2173:		7,374.00
2631	Isanti County Auditor-Treasurer	Property Taxes ID 15.072.0300	836.00
	Total 2631:		836.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 101 & 302	521.29
	Total 3006:		521.29
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3086	Landworks Construction, Inc.	Snow Removal - Bridge Park	47.50
	Total 3086:		47.50
3933	Mora HRA	April Contracted Section 8 Administration	3,991.52
	Total 3933:		3,991.52
4171	Northern Business Products, Inc.	Office Supplies - Economic Development	28.47
	Total 4171:		28.47
4454	Perkins	Gift Cards - Bridge Park	960.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4454:			960.00
5261	Star Quality Glass	Repair & Maint Bldg/Structures - Mall	459.12
Total 5261:			459.12
5328	Subway	Gift Cards - Bridge Park	780.00
Total 5328:			780.00
5431	Ted's Complete Appliance	Repairs Bridgepark Apts	159.00
Total 5431:			159.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	88.59
5801	Verizon Wireless	wireless phone service - Maintenance Dept	21.20
5801	Verizon Wireless	wireless phone service - Bridge Park	42.40
Total 5801:			152.19
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:			18,064.24

Dated: 5-1-19

City Treasurer: Caroline Noel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/01/2019	113445	285	Applebee's	901-20100	320.00
05/19	05/01/2019	113446	303	Arby's	901-20100	240.00
05/19	05/01/2019	113453	1140	Cintas Corporation	205-20100	3.03
05/19	05/01/2019	113455	1356	Cub Foods Cambridge #31574	901-20100	1,160.00
05/19	05/01/2019	113456	1363	Culver's	901-20100	460.00
05/19	05/01/2019	113460	2173	GrandStay Hotel and Suites Cambridge1674	901-20100	7,374.00
05/19	05/01/2019	113463	2631	Isanti County Auditor-Treasurer	205-20100	836.00
05/19	05/01/2019	113466	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	521.29
05/19	05/01/2019	113467	3056	Lake Superior Laundry Inc.	205-20100	120.50
05/19	05/01/2019	113468	3086	Landworks Construction, Inc.	901-20100	47.50
05/19	05/01/2019	113473	3933	Mora HRA	902-20100	3,991.52
05/19	05/01/2019	113476	4171	Northern Business Products, Inc.	205-20100	28.47
05/19	05/01/2019	113477	4454	Perkins	901-20100	960.00
05/19	05/01/2019	113485	5261	Star Quality Glass	205-20100	459.12
05/19	05/01/2019	113486	5328	Subway	901-20100	780.00
05/19	05/01/2019	113487	5431	Ted's Appliance	901-20100	159.00
05/19	05/01/2019	113490	5801	Verizon Wireless	205-20100	152.19
05/19	05/01/2019	113494	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						<u>18,064.24</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
	Total 1686:		155.25
2173	GrandStay Hotel and Suites Cam	Lodging - Bridge Park	16,222.80
	Total 2173:		16,222.80
2421	Redpath and Company	Final Billing on 2018 Audit	1,500.00
2421	Redpath and Company	Final Billing on 2018 Audit	1,500.00
	Total 2421:		3,000.00
2456	HDS, LLC	MTCS Transmittal Service 04/01/19-06/30/19	120.00
	Total 2456:		120.00
2771	Jimmy's Johnnys, Inc.	Storage Container Rental/Delivery - Bridge Park	2,829.64
	Total 2771:		2,829.64
3376	Marco Technologies LLC	Service Cameras - Mall	130.00
	Total 3376:		130.00
3501	MEI Total Elevator Solutions	May Service Billing	253.03
	Total 3501:		253.03
3521	Menards	Materials - Bridge Park	57.53
	Total 3521:		57.53
4987	Scott Olson Construction	Spring Clean Up - Bridge Park	150.00
	Total 4987:		150.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - June	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - June	750.00
	Total 5191:		2,250.00
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	232.56
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	255.52
5878	Waste Management	Delivery 30 yd Open Top	87.75

Vendor	Vendor Name	Description	Net Invoice Amount
		Total 5878:	575.83
		Grand Totals:	25,748.33

Dated: 5/9/19

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/09/2019	113504	1140	Cintas Corporation	205-20100	4.25
05/19	05/09/2019	113512	1686	Ecolab Pest Elimination Div.	901-20100	155.25
05/19	05/09/2019	113516	2173	GrandStay Hotel and Suites Cambridge1674	901-20100	16,222.80
05/19	05/09/2019	113520	2456	HDS, LLC	901-20100	120.00
05/19	05/09/2019	113527	2771	Jimmy's Johnnys, Inc.	901-20100	2,829.64
05/19	05/09/2019	113535	3376	Marco Technologies LLC	205-20100	130.00
05/19	05/09/2019	113537	3501	MEI Total Elevator Solutions	901-20100	253.03
05/19	05/09/2019	113538	3521	Menards	901-20100	57.53
05/19	05/09/2019	113546	2421	Redpath and Company	902-20100	3,000.00
05/19	05/09/2019	113549	4987	Scott Olson Construction	901-20100	150.00
05/19	05/09/2019	113551	5191	SPEW Health Plan	205-20100	2,250.00
05/19	05/09/2019	113562	5878	Waste Management of WI-MN	205-20100	575.83
Grand Totals:						<u>25,748.33</u>