
**Economic Development Authority - City Hall Council Chambers
Regular Meeting, Monday, August 19, 2019
Meeting Announcement and Agenda**

5:15 pm

*Members of the audience are encouraged to follow the agenda.
Agendas are available on the table outside the Council Chambers door.*

1. Call to Order

2. Approval of Agenda (p. 1)

3. Consent Agenda Approvals

- A. Approve EDA Regular Meeting Minutes for July 15, 2019 (p. 3)
- B. Approve EDA Draft June 2019 Financial Statements (p. 7)
- C. Housing Division July 2019 ACH Disbursements, Totaling \$66,545.97 (p. 36)
- D. Approve EDA Admin Division July 2019 Bills Checks #114124-114470, Totaling \$69,522.33(p. 41)
- E. Housing Supervisor Report (p. 54)
- F. Vending Machine (p. 55)
- G. Water Softener (p. 56)

4. Work Session

5. Unfinished Business

- A. Central MN Housing Partnership (p. 57)

6. New Business

- A. Closed session– to consider the potential sale of property PID#'s 03.058.0070, 03.058.0011 & 03.058.0010, 3252 337th Ave. NE. This closed session will take place during an EDA, City Council Closed session. (p. 58)

7. Adjourn

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

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

Members Present: EDA members Bob Shogren, Lisa Iverson, Marlys Palmer, and Kersten Conley.

Members Absent: Jim Godfrey.

Staff present: Executive Director Moe, Housing Supervisor Deb Barrett and Administrator Woulfe.

Call to Order

Shogren called the meeting to order at 5:01 pm.

Approval of Agenda

Moe requested Liberty Plumbing Final Pay App #3 as Agenda Item 3Ge and Project Change Orders as Agenda Item 5A as additions to the agenda. Iverson moved, seconded by Conley, to approve the agenda as amended. Motion carried unanimously.

Consent Agenda

Palmer request removal of item A. Iverson moved, seconded by Conley, to approve consent agenda items B – G:

- B. Approve EDA Draft May 2019 Financial Statements
- C. Housing Division June 2019 ACH Disbursements, Totaling \$63,425
- D. Approve EDA Admin Division June 2019 Bills Checks #113762-#114121, Totaling \$312,597.60
- E. Housing Supervisor Report
- F. Approve lease amendment Unit 152/158 for the Department of Employment and Economic Development (CareerForce)
- G. Approve Pay Requests for Bridge Park Rehab
 - a. Steinbrecher Painting Company Final Pay App #4 EDA Resolution EDA R19-017 for \$5,467.50
 - b. Acoustics Associates Final Pay App #3 EDA Resolution EDA R19-018 for \$7,862.75
 - c. Pinnacle Wall Systems Final Pay App #3 EDA Resolution EDA R19-019 for \$1,955.00
 - d. VCI Environmental, Inc Final Pay App #3 EDA Resolution EDA R19-020 for \$10,039.87
 - e. Liberty Plumbing Final Pay App #3 EDA Resolution EDA R19-022 for \$10,515.00

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

A. Approve EDA Regular Meeting Minutes for June 17, 2019

Palmer stated she didn't feel the minutes reflected the conversation from the Tenant about his unit issues that occurred at the EDA meeting and requested the minutes be changed to include that

discussion. Shogren moved, seconded by Palmer to table Consent Agenda Item A, approval of EDA Regular Meeting Minutes for June 17, 2019 to the August 19, 2019. Motion carried unanimously.

Work Session

There were no items for discussion.

Unfinished Business

Approve project change orders

Moe reported we are pleased that the Bridge Park Project has wrapped up over \$21,000 under budget and was completed sooner than initially expected. Moe explained during the project a few unexpected things came up that have resulted in change orders from the contractors as detailed below:

Name of Contractor	Amount of Change Orders	Reason for Change Order
1. Liberty Plumbing	\$462	Had to add \$962 for toilet bolt removal (overlooked in specs) offset by \$500 credit for work that did not need to be done.
2. Steinbrecher Painting	\$18,000	Initial project specifications did not call for the office, community room and hallways to be painted as it should have. Also, Steinbrecher did drywall patching which relates to the credit from Pinnacle. Adjustment needed to be made due to scope of work change.
3. Pinnacle Wall Systems	(\$9000)	Steinbrecher did drywall patching instead of Pinnacle. Adjustment needed to be made due to scope of work change.
4. Bassing Electric	\$3700	Specifications had an incorrect count of lighting fixtures to replace. Also, additions for recycling fixtures that came out and to provide temporary lighting that was not initially planned. Adjustment needed to be made due to scope of work change.
Total	\$13,162	

Conley moved, seconded by Iverson, to approve the project change orders 1-4 as presented. Motion carried unanimously.

New Business

2019 PHA Plan

Barrett explained on an annual basis the PHA is required to develop a Public Housing Agency (PHA) Plan in relation to the funding we receive from the US Department of Housing & Urban Development (HUD). Barrett stated the purpose of the PHA Plan is to provide a source for interested parties to operation, programs and services.

Barrett stated the Five-Year Action Plan describes the mission of our agency and our agency's long-range goals and objectives for achieving our mission over a five year, and our approach for managing programs and providing services for the upcoming year.

Barrett explained the 2019 Annual Plan lists the planned capital projects using 2019 Capital Fund of \$54,937.00 and the 2019-2023 Capital Fund Program describes our long-range projects. Details provided in the packet.

Barrett explained a public hearing is being requested on the PHA Plan on September 16, 2019 at 5:30 pm.

Conley moved, seconded by Palmer, to schedule the public hearing for September 16, 2019 at 5:30 pm, approve the 2019-2023 Capital Fund-Five Year Action Plan and the 2019 Annual PHA Plan subject to any comments made to the public hearing. Motion carried unanimously.

*Future Plans for Housing Division of EDA
Central Minnesota Housing Partnership Agreement*

Moe stated she was approached by the Central Minnesota Housing Partnership about the Housing Division's ½ of one percent ownership of Tower Terrace. Moe explained this was a surprising revelation since when we folded the Cambridge Housing Authority into the Cambridge EDA over seventeen years ago, there was no ownership asset on the financial statements at that time.

Moe reported the City was contacted because they are working to get all necessary approvals prior to starting a major property renovation. Moe explained she met with the Executive Director of Central Minnesota Housing Partnership on June 27 to get more information. Moe stated the Cambridge EDA needs to make decisions about its ½ of one percent ownership stake in Tower Terrace and explained the following options:

Option #1: Retain ½ of 1% ownership in Tower Terrace.

Advantages are the potential to receive distributions of \$5,000 per year beginning around 2030 of excess profits.

Disadvantages are the EDA is potentially liable for our share of any litigation that may occur at the property including any housing discrimination lawsuits and the need to make a cash investment into the property. At this time, the EDA's proportionate share is estimated at \$10,000 if we support the property's refinancing or approximately \$190,000 if we do not want any risk as part of the property's refinancing.

Option #2: Relinquish the ½ of 1% ownership to Central MN Housing Partnership.

Advantages to this option are the EDA will be relieved of all future legal and financial obligations that could arise due to the ownership, will not be required to pay any legal cost to exit the partnership if done now, and Central MN Housing Partnership will expend less cost and effort to manage Tower Terrace if it did not have to account for Cambridge EDA.

Disadvantages to this option are the EDA will no longer have any potential for distribution in the future.

Moe explained staff recommends option #2 but if the Board would like additional discussion with Central MN Housing Partnership, the Executive Director has offered to attend a future Cambridge EDA meeting.

Council agreed to table the item to the August 19, 2019 meeting and to invite the Central Minnesota Housing Executive Director to the meeting.

Resolution R19-021 Consider Exploration of Joint Power Agreement, Collaboration or Merger EDA Housing Division with Mora HRA

Moe explained there is a grant opportunity from the Greater Minnesota Housing Fund for small Public Housing Authorities to explore merger, collaboration or joint power options. Moe stated the Mora HRA is looking for opportunities to work together with the Cambridge EDA and Braham HRA in the future. Moe reported the Braham HRA has approved a resolution in support of exploring merger, collaboration or joint power options and is requesting Cambridge to do the same.

Woulfe noted that this grant is for the exploration of consolidation of the three agencies and the EDA will review the results of the study to determine if it is a sound idea. Woulfe suggested that two members of the EDA could be involved in any meetings on this subject. Palmer stated she would like to be involved in related meetings.

Conley moved, seconded by Iverson, to approve EDA Resolution R19-021 to consider exploration of a merger, collaboration or joint power with Mora HRA as presented. Motion carried unanimously.

Adjournment

Palmer moved, seconded by Iverson, to adjourn the meeting at 5:39 p.m. Motion carried unanimously.

Bob Shogren, President

ATTEST:

Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
JUNE 30, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10200	EDA OPERATING ACCOUNT-LOW RENT	82,747.62	
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		464,957.82

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	4,542.57	
901-22600	TENANT SECURITY DEPOSITS	25,930.51	
	TOTAL LIABILITIES		30,473.08

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	(724,891.39)	
	BALANCE - CURRENT DATE	(724,891.39)	
	TOTAL FUND EQUITY		434,484.74
	TOTAL LIABILITIES AND EQUITY		464,957.82

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	38,113.00	36,887.00	50.82	71,599.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	38,113.00	36,887.00	50.82	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	804.56	695.44	53.64	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	804.56	795.44	50.29	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	78,043.00	69,557.00	52.87	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	1,694.99	2,305.01	42.37	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	79,737.99	71,862.01	52.60	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	118,655.55			280,151.66

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	24,064.93	(10,935.07)	68.76	26,721.15
901-49500-104 ADMIN PART-TIME - OVERTIME	.00	.00	395.22	395.22	.00	.00
901-49500-121 PERA (EMPLOYER)	2,625.00	2,625.00	1,834.50	(790.50)	69.89	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	1,840.59	(837.41)	68.73	2,044.22
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	63.39	(436.61)	12.68	158.45
901-49500-154 HRA/FLEX FEES	.00	.00	45.15	45.15	.00	.00
TOTAL PERSONAL SERVICES	40,803.00	40,803.00	28,243.78	(12,559.22)	69.22	30,927.91
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	257.18	(742.82)	25.72	287.15
TOTAL SUPPLIES	1,000.00	1,000.00	257.18	(742.82)	25.72	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	1,875.00	(1,125.00)	62.50	1,100.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	1,354.86	(1,645.14)	45.16	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	3,175.60	(3,624.40)	46.70	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	6,442.96	(7,807.04)	45.21	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	68.98	(331.02)	17.25	150.56
901-49500-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	2,549.00	549.00	127.45	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	2,636.98	(2,763.02)	48.83	6,129.78
TOTAL LOW RENT ADMINISTRATION	61,453.00	61,453.00	37,580.90	(23,872.10)	61.15	48,994.86

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	2,394.68	1,594.68	299.34	5,727.38
<i>TOTAL SUPPLIES</i>	800.00	800.00	2,394.68	1,594.68	299.34	5,727.38
TOTAL LOW RENT TENANT SERVICE	800.00	800.00	2,394.68	1,594.68	299.34	5,727.38

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	460.54	(1,106.46)	29.39	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	460.54	(32,439.46)	1.40	26,183.07
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	1,647.74	(5,235.26)	23.94	6,064.85
901-49700-212 FUEL PURCHASE	200.00	200.00	20.01	(179.99)	10.01	6.85
TOTAL SUPPLIES	7,083.00	7,083.00	1,667.75	(5,415.25)	23.55	6,071.70
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	30,000.00	30,000.00	16,730.70	(13,269.30)	55.77	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	21,538.09	(14,461.91)	59.83	34,403.52
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	3,519.71	(6,980.29)	33.52	8,367.36
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	679.54	(5,820.46)	10.45	2,899.01
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	1,430.51	(1,569.49)	47.68	3,101.87
TOTAL OTHER SERVICES AND CHA	111,364.00	111,364.00	43,898.55	(67,465.45)	39.42	100,374.20
<i>MISCELLANEOUS</i>						
901-49700-401 BRIDGE PARK ASBESTOS ABATEMEN	.00	.00	612,121.42	612,121.42	.00	.00
901-49700-402 BRIDGE PARK PROJ MGMT-ASBEST	.00	.00	33,500.00	33,500.00	.00	.00
901-49700-403 BRIDGE PARK ASB ABATE LODGING	.00	.00	69,463.10	69,463.10	.00	.00
901-49700-404 BRIDGE PARK ASB ABATE FOOD REI	.00	.00	42,460.00	42,460.00	.00	.00
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	757,544.52	698,544.52	1,283.97	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	803,571.36	589,224.36	374.89	185,369.07

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	843,546.94			240,091.31
NET REVENUES OVER EXPENDITURE	.00	.00	(724,891.39)			40,060.35

CITY OF CAMBRIDGE
 BALANCE SHEET
 JUNE 30, 2019

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	128,689.20
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	128,798.20
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20100	AP ALLOCATED TO OTHER FUNDS	3,939.00
902-20200	ACCOUNTS PAYABLE	2,789.01
	TOTAL LIABILITIES	6,728.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	118,736.75
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	3,333.44
	BALANCE - CURRENT DATE	3,333.44
	TOTAL FUND EQUITY	122,070.19
	TOTAL LIABILITIES AND EQUITY	128,798.20

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	30,053.00	17,947.00	62.61	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	30,053.00	17,947.00	62.61	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	50.56	(50.56)	.00	115.90
TOTAL INTEREST	.00	.00	50.56	(50.56)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	30,103.56			66,802.90

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	3,000.00	3,000.00	1,875.00	(1,125.00)	62.50	1,100.00
902-49500-307	44,000.00	44,000.00	23,949.12	(20,050.88)	54.43	42,225.88
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>47,000.00</u>	<u>47,000.00</u>	<u>25,824.12</u>	<u>(21,175.88)</u>	<u>54.94</u>	<u>43,325.88</u>
<i>MISCELLANEOUS</i>						
902-49500-409	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>1,000.00</u>	<u>1,000.00</u>	<u>.00</u>	<u>(1,000.00)</u>	<u>.00</u>	<u>.00</u>
TOTAL SECT 8 ADMINISTRATIVE	<u><u>48,000.00</u></u>	<u><u>48,000.00</u></u>	<u><u>25,824.12</u></u>	<u><u>(22,175.88)</u></u>	<u><u>53.80</u></u>	<u><u>43,325.88</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	146,020.00	146,020.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(145,524.00)	(145,524.00)	.00	(326,713.00)
902-49775-376 URP PORT REC	.00	.00	450.00	450.00	.00	555.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	946.00	946.00	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	946.00	946.00	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	26,770.12			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	3,333.44			23,477.02

CITY OF CAMBRIDGE
BALANCE SHEET
JUNE 30, 2019

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	372,360.93	
903-10200	EDA HOUSING DIV OPERATING CASH	14,310.70	
	TOTAL ASSETS		<u>386,671.63</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	10,433.50	
	BALANCE - CURRENT DATE	10,433.50	
	TOTAL FUND EQUITY		<u>386,671.63</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,671.63</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	1,134.46	(134.46)	113.45	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	1,134.46	(134.46)	113.45	1,698.26
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	9,826.50	5,173.50	65.51	16,774.25
TOTAL OTHER REVENUES	15,000.00	15,000.00	9,826.50	5,173.50	65.51	16,774.25
TOTAL FUND REVENUE	16,000.00	16,000.00	10,960.96			18,472.51

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	490.00	(1,610.00)	23.33	1,855.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	161.00	161.00	37.46	(123.54)	23.27	141.86
	<i>TOTAL FUNCTION 1</i>	<u>2,261.00</u>	<u>2,261.00</u>	<u>527.46</u>	<u>(1,733.54)</u>	<u>23.33</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>527.46</u></u>	<u><u>(15,472.54)</u></u>	<u><u>3.30</u></u>	<u><u>1,996.86</u></u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	527.46			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	10,433.50			16,475.65

CITY OF CAMBRIDGE
BALANCE SHEET
JUNE 30, 2019

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>		
904-10200	EDA OPERATING ACCOUNT-CAPITAL	74,816.42
	TOTAL ASSETS	<u>74,816.42</u>
<u>LIABILITIES AND EQUITY</u>		
<u>FUND EQUITY</u>		
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>74,816.42</u>
	BALANCE - CURRENT DATE	<u>74,816.42</u>
	TOTAL FUND EQUITY	<u>74,816.42</u>
	TOTAL LIABILITIES AND EQUITY	<u>74,816.42</u>

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	74,816.42	(38,816.42)	207.82	31,915.00
TOTAL INTERGOVERNMENTAL REVE	36,000.00	36,000.00	74,816.42	(38,816.42)	207.82	31,915.00
TOTAL FUND REVENUE	36,000.00	36,000.00	74,816.42			31,915.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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 6 MONTHS ENDING JUNE 30, 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	74,816.42			.00

CITY OF CAMBRIDGE
BALANCE SHEET
JUNE 30, 2019

HAP SECTION 8 VOUCHERS PROGRAM

ASSETS

905-10200	EDA OPERATING ACCT-SECTION 8	(13,264.32)
	TOTAL ASSETS	(13,264.32)

LIABILITIES AND EQUITY

FUND EQUITY

905-27200	RESTRICTED NET ASSETS-HAP	(19,667.36)
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		6,403.04
	BALANCE - CURRENT DATE		6,403.04
	TOTAL FUND EQUITY	(13,264.32)
	TOTAL LIABILITIES AND EQUITY	(13,264.32)

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	245,245.00	106,755.00	69.67	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	245,245.00	106,755.00	69.67	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	245,245.00			410,949.77

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	232,832.00	(119,368.00)	66.11	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>238,841.96</u>	<u>(113,358.04)</u>	<u>67.81</u>	<u>415,412.66</u>
TOTAL HAP EXPENDITURES	<u>352,200.00</u>	<u>352,200.00</u>	<u>238,841.96</u>	<u>(113,358.04)</u>	<u>67.81</u>	<u>415,412.66</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	238,841.96			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	6,403.04			(4,462.89)

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	146,086.76	78,913.24	64.93	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	146,086.76	78,913.24	64.93	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	146,086.76			326,429.74

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	46,913.61 (47,709.39)	49.58	93,693.50
205-41930-112	EDA MEETING PAYMENTS	2,500.00	2,500.00	490.00 (2,010.00)	19.60	525.00
205-41930-121	PERA (EMPLOYER)	7,289.00	7,289.00	3,518.52 (3,770.48)	48.27	6,746.16
205-41930-122	FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	3,500.12 (3,933.88)	47.08	6,945.31
205-41930-131	MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	9,685.20 (7,428.80)	56.59	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	185.78 (575.22)	24.41	427.34
205-41930-154	HRA/FLEX FEES	100.00	100.00	45.20 (54.80)	45.20	73.35
	TOTAL PERSONAL SERVICES	133,574.00	133,574.00	65,538.43 (68,035.57)	49.07	125,675.66
<i>SUPPLIES</i>						
205-41930-201	OFFICE SUPPLIES	250.00	250.00	28.47 (221.53)	11.39	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	219.98 (3,080.02)	6.67	1,229.98
	TOTAL SUPPLIES	3,750.00	3,750.00	248.45 (3,501.55)	6.63	1,360.86
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304	MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	3,843.00 (157.00)	96.08	3,423.50
205-41930-313	IT MGMT & BACKUP	2,700.00	2,700.00	1,354.86 (1,345.14)	50.18	2,709.72
205-41930-321	TELEPHONE/CELLULAR	900.00	900.00	555.23 (344.77)	61.69	945.55
205-41930-331	TRAVEL/MEALS/LODGING	1,000.00	1,000.00	259.12 (740.88)	25.91	476.64
205-41930-334	MILEAGE REIMBURSEMENT	800.00	800.00	245.92 (554.08)	30.74	1,198.49
205-41930-351	LEGAL NOTICES/ORD PUB	200.00	200.00	92.00 (108.00)	46.00	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	1,216.60 216.60	121.66	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	2,316.74 2,016.74	772.25	890.84
	TOTAL OTHER SERVICES & CHARG	14,450.00	14,450.00	9,883.47 (4,566.53)	68.40	13,980.64
<i>MISCELLANEOUS</i>						
205-41930-407	HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	6,625.14 (3,374.86)	66.25	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	1,965.00 465.00	131.00	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	18,782.64 (18,074.36)	50.96	70,869.29

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	94,452.99	(94,178.01)	50.07	211,886.45

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	13,604.39 (13,619.61)	49.97	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	2,339.34 (660.66)	77.98	6,593.05
205-47000-121	PERA (EMPLOYER)	2,192.00	2,192.00	1,020.33 (1,171.67)	46.55	1,977.60
205-47000-122	FICA/MEDICARE (EMPLOYER)	2,236.00	2,236.00	1,185.17 (1,050.83)	53.00	2,448.39
205-47000-131	MEDICAL/DENTAL/LIFE	8,557.00	8,557.00	4,838.52 (3,718.48)	56.54	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	556.34 (1,096.66)	33.66	1,313.07
205-47000-154	HRA/FLEX FEES	100.00	100.00	22.60 (77.40)	22.60	36.75
	TOTAL PERSONAL SERVICES	46,562.00	46,562.00	23,566.69 (22,995.31)	50.61	47,396.61
<i>SUPPLIES</i>							
205-47000-211	MISC OPERATING SERVICES	200.00	200.00	85.49 (114.51)	42.75	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	4,403.44 (10,596.56)	29.36	11,127.07
205-47000-240	SMALL TOOLS	.00	.00	15.12	15.12	.00	.00
	TOTAL SUPPLIES	15,325.00	15,325.00	4,548.03 (10,776.97)	29.68	11,347.48
<i>OTHER SERVICES & CHARGES</i>							
205-47000-321	TELEPHONE/CELLULAR PHONES	350.00	350.00	133.34 (216.66)	38.10	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	6,920.53 (15,079.47)	31.46	18,183.11
205-47000-382	WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	2,414.91 (3,285.09)	42.37	4,764.76
205-47000-383	GAS UTILITIES	6,000.00	6,000.00	1,502.62 (4,497.38)	25.04	3,651.01
205-47000-384	REFUSE HAULING	4,500.00	4,500.00	2,588.21 (1,911.79)	57.52	3,655.90
	TOTAL OTHER SERVICES & CHARG	43,550.00	43,550.00	13,559.61 (29,990.39)	31.14	37,111.32
<i>MISCELLANEOUS</i>							
205-47000-401	REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	28,168.15	12,168.15	176.05	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	391.80 (11,608.20)	3.27	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	30,861.45 (45,988.55)	40.16	136,005.64
	TOTAL MALL OPERATING EXPENSE	182,287.00	182,287.00	72,535.78 (109,751.22)	39.79	231,861.05

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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 6 MONTHS ENDING JUNE 30, 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	166,988.77			458,435.13
NET REVENUES OVER EXPENDITURE	56,082.00	56,082.00	(20,902.01)			(132,005.39)

<p>CAMBRIDGE EDA MEETING</p> <p>July 15, 2019</p> <p>BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
ACH-Section 8 Business (see attached)	7/1/2019	n/a	45,840.00
ACH-Section 8 Individuals (see attached)	7/1/2019	n/a	18,863.00
ACH-Section 8 Individuals (see attached)	7/12/2019	n/a	1,350.00
ACH-Section 8 Business (see attached)	7/30/2019	n/a	492.97
	Prepaid Totals		66,545.97

TOTAL SUBMITTED FOR APPROVAL

\$66,545.97

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 7/1/2019-7/31/2019.

Caroline Moe 8/13/19
Caroline Moe, Director of Finance signature & date

Deb Barrett 8/13/19
Deb Barrett, Housing Supervisor signature & date

Date: 06/27/2019

Peoples Bank of Commerce / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000205

Created On: 06/27/2019

<u>Name</u>	<u>Amount</u>
Bridgeford Apartments,	\$468.00
Bungalows of Chisago L	\$2,250.00
Calhoun Apartments	\$1,099.00
Cambridge Square Assoc	\$944.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,039.00
DJ Properties of Stanc	\$1,050.00
Erlandson - Nelson Con	\$559.00
Haven Properties	\$347.00
New Challenges, Inc.	\$5,571.00
Isanti Community Servi	\$74.00
Isanti Village Apartme	\$1,419.00
Kaizen Property Soluti	\$1,066.00
Kestrel Meadows Townho	\$3,975.00
Legacy Townhomes	\$3,033.00
Main Street Flats LP	\$920.00
Mission 61 Inc.	\$473.00
Osmium Holdings LLC	\$940.00
NETA Property Manageme	\$660.00
Normandy Townhomes	\$3,607.00
North Branch Senior Ho	\$338.00
Oakhurst Apartments	\$361.00
Oakview Terrace Townho	\$3,435.00
Pine Village LLC	\$97.00
Rush Oaks Apartments	\$389.00
Sunrise Court Apartmen	\$1,092.00
Sunset Assets LLC	\$739.00
Taylor Falls Villas	\$564.00
Tower Terrace Limited	\$4,372.00
Wyoming Limited Partne	\$1,473.00
Wyoming Limited Partne	\$2,071.00
Cambridge EDA	\$-45,840.00

Batch Total: \$0.00

Date: 06/27/2019

Peoples Bank of Commerce / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000204

Created On: 06/27/2019

<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	\$6,948.00
David Findell	\$554.00
Elmer D. Harp	\$567.00
Jenell King	\$583.00
John Maher	\$377.00
Kathryn Dahlberg	\$792.00
Kristine Yerigan	\$319.00
Brian Leet	\$376.00
Michael Doran	\$555.00
Loral Myers	\$242.00
Ordeen Splittstoser	\$248.00
Randall Propp	\$593.00
Richard Berget	\$256.00
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	\$-18,863.00

Batch Total: \$0.00

ACH Transaction Report

Batch #: 000206
Created On: 07/11/2019

<u>Name</u>	<u>Amount</u>
Theresa Brunnette	\$820.00
Allen Moulton	\$530.00
Cambridge EDA	\$-1,350.00
Batch Total:	\$0.00

07/11/2019 10:14 #279 P.003/004

ACH Transaction Report

Batch #: 000207
Created On: 07/29/2019

<u>Name</u>	<u>Amount</u>
New Challenges, Inc.	\$14.00
Kestrel Meadows Townho	\$59.00
Normandy Townhomes	\$52.00
Virginia HRA	\$367.97
Cambridge EDA	\$-492.97
Batch Total:	\$0.00

07/29/2019 09:21 #436 P.003/008

CAMBRIDGE EDA MEETING
 August 19, 2019
 BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For Approval
Prepaid Checks	7/10/2019	114124 - 114183	40,810.83
Prepaid Checks	7/17/2019	114206 - 114256	12,291.82
Prepaid Checks	7/24/2019	114280 - 114329	3,533.96
Prepaid Checks	7/30/2019	114349 - 114385	248.00
Prepaid Checks	8/7/2019	114400 - 114470	12,637.72
Prepaid Totals			69,522.33

TOTAL SUBMITTED FOR APPROVAL

\$69,522.33

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 7/4/19-8/8/2019.

Caroline Moe 8-8-2019
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 8-8-2019
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
63	Acoustics Associates Inc	2019 Pay App Final - Furnish & Install Flooring	7,862.75
	Total 63:		7,862.75
306	ARC Irrigation, LLC	Fertilization - Bridge Park	125.66
	Total 306:		125.66
555	Business Essentials	Maintenance Supplies - Mall	67.69
	Total 555:		67.69
2411	Hillyard Inc.	Maintenance Supplies - Mall	102.05
	Total 2411:		102.05
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	310.00
	Total 3006:		310.00
3056	Lake Superior Laundry Inc.	Mall Rugs	62.10
	Total 3056:		62.10
3521	Menards	Materials - Bridge Park	35.30
	Total 3521:		35.30
4490	Pinnacle Wall Systems	2019 Pay App 3 - Bridge Park	1,955.00
	Total 4490:		1,955.00
5295	Steinbrecher Painting Company	2019 Pay App 4 Final - Bridge Park	5,467.50
	Total 5295:		5,467.50
5426	Team Industries Cambridge Inc.	Tax Abatement per Agreement 15.047.0072	14,668.38
	Total 5426:		14,668.38
5793	VCI Environmental, Inc.	2019 Pay App 3 - Bridge Park	10,039.87
	Total 5793:		10,039.87
5861	Walmart Community Card	Tenant Services - Bridge Park	92.43
5861	Walmart Community Card	Materials - Bridge Park	22.10
	Total 5861:		114.53
	Grand Totals:		40,810.83

Vendor	Vendor Name	Description	Net Invoice Amount
--------	-------------	-------------	-----------------------

Dated: 7/10/19

City Treasurer: Caroline Moore

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/19	07/10/2019	114124	63	Acoustics Associates Inc	901-20100	7,862.75
07/19	07/10/2019	114126	306	ARC Irrigation, LLC	901-20100	125.66
07/19	07/10/2019	114131	555	Business Essentials	205-20100	67.69
07/19	07/10/2019	114148	2411	Hillyard / Minneapolis	205-20100	102.05
07/19	07/10/2019	114155	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	310.00
07/19	07/10/2019	114156	3056	Lake Superior Laundry Inc.	205-20100	62.10
07/19	07/10/2019	114159	3521	Menards	901-20100	35.30
07/19	07/10/2019	114167	4490	Pinnacle Wall Systems	901-20100	1,955.00
07/19	07/10/2019	114173	5295	Steinbrecher Painting Company	901-20100	5,467.50
07/19	07/10/2019	114176	5426	Team Industries Cambridge Inc.	205-20100	14,668.38
07/19	07/10/2019	114179	5793	VCI Environmental, Inc.	901-20100	10,039.87
07/19	07/10/2019	114183	5861	Walmart Business/SYNCB	901-20100	114.53
Grand Totals:						40,810.83

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			8.50
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
Total 1686:			155.25
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	112.07
Total 2350:			112.07
3214	Liberty Plumbing Co LLC	2019 Pay App 3 - Bridge Park	10,515.00
Total 3214:			10,515.00
4737	Real Estate Publishing Corporatio	Sponsorship MN Real Estate Journal Land Sum	1,000.00
Total 4737:			1,000.00
5431	Ted's Complete Appliance	Repairs Bridgepark Apts	123.00
5431	Ted's Complete Appliance	Repairs Bridgepark Apts	135.00
5431	Ted's Complete Appliance	Repairs Bridgepark Apts	243.00
Total 5431:			501.00
Grand Totals:			12,291.82

Dated: 7/17/19

City Treasurer: Caroline Mwe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/19	07/17/2019	114206	1140	Cintas Corporation	205-20100	8.50
07/19	07/17/2019	114211	1686	Ecolab Pest Elimination Div.	901-20100	155.25
07/19	07/17/2019	114219	2350	HD Supply Facilities Maintenance Ltd	901-20100	112.07
07/19	07/17/2019	114226	3214	Liberty Plumbing Co LLC	901-20100	10,515.00
07/19	07/17/2019	114245	4737	Real Estate Publishing Corporation	205-20100	1,000.00
07/19	07/17/2019	114256	5431	Ted's Appliance	901-20100	501.00
Grand Totals:						<u>12,291.82</u>

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Meals - S. Gustafson	13.01
	Total 969:		13.01
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	113.92
	Total 2350:		113.92
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	138.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	519.43
	Total 3006:		657.43
3056	Lake Superior Laundry Inc.	Mall Rugs	62.10
	Total 3056:		62.10
3214	Liberty Plumbing Co LLC	Supply and Install Toilets - Bridge Park	2,085.00
	Total 3214:		2,085.00
3521	Menards	Materials - Bridge Park	52.21
	Total 3521:		52.21
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base R	16.20
	Total 3543:		16.20
5261	Star Quality Glass	Repair & Maint Bldg/Structures - Mall	165.90
	Total 5261:		165.90
5431	Ted's Complete Appliance	Repairs Bridgepark Apts	215.00
	Total 5431:		215.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	88.99
5801	Verizon Wireless	wireless phone service - Maintenance Dept	21.40
5801	Verizon Wireless	wireless phone service - Bridge Park	42.80
	Total 5801:		153.19
	Grand Totals:		3,533.96

Dated: _____

7/24/19

City Treasurer: _____

Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/19	07/24/2019	114280	969	Cardmember Service	205-20100	13.01
07/19	07/24/2019	114292	2350	HD Supply Facilities Maintenance Ltd	901-20100	113.92
07/19	07/24/2019	114296	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	657.43
07/19	07/24/2019	114297	3056	Lake Superior Laundry Inc.	205-20100	62.10
07/19	07/24/2019	114302	3214	Liberty Plumbing Co LLC	901-20100	2,085.00
07/19	07/24/2019	114305	3521	Menards	901-20100	52.21
07/19	07/24/2019	114306	3543	Metro Sales, Inc.	901-20100	16.20
07/19	07/24/2019	114321	5261	Star Quality Glass	205-20100	165.90
07/19	07/24/2019	114325	5431	Ted's Appliance	901-20100	215.00
07/19	07/24/2019	114329	5801	Verizon Wireless	901-20100	153.19
Grand Totals:						3,533.96

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			8.50
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	235.00
Total 3006:			235.00
5251	Star	Public Notice - Annual PHA Plan/Capital Fund P	4.50
Total 5251:			4.50
Grand Totals:			248.00

Dated: 7/30/19

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/19	07/30/2019	114349	1140	Cintas Corporation	205-20100	8.50
07/19	07/30/2019	114366	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	235.00
07/19	07/30/2019	114385	5251	Star	901-20100	4.50
Grand Totals:						<u>248.00</u>

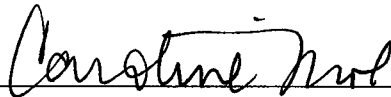
Vendor	Vendor Name	Description	Net Invoice Amount
555	Business Essentials	Maintenance Supplies - Mall	42.88
	Total 555:		42.88
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1304	Courier, Barbara	Refund Security Deposit	43.42
	Total 1304:		43.42
1602	Duff Consulting, LLC	Property Maintenance Services - Lawn Mowing	1,200.00
	Total 1602:		1,200.00
1716	Ehlers & Associates, Inc.	TIF/Tax Abatement Assistance	1,207.50
	Total 1716:		1,207.50
2456	HDS, LLC	MTCS Transmittal Service 07/01/19-09/30/19	120.00
	Total 2456:		120.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	819.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	324.00
	Total 3006:		1,143.00
3056	Lake Superior Laundry Inc.	Mall Rugs	62.10
	Total 3056:		62.10
3501	MEI Total Elevator Solutions	August Service Billing	253.03
	Total 3501:		253.03
3521	Menards	Materials - Bridge Park	37.96
	Total 3521:		37.96
3933	Mora HRA	July Contracted Section 8 Administration	3,939.00
	Total 3933:		3,939.00
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Bldgs/Structures	724.08
	Total 4011:		724.08
4987	Scott Olson Construction	July Mowing - Bridge Park	450.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4987:			450.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - September	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - September	771.00
Total 5191:			2,313.00
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	309.40
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	336.48
Total 5878:			645.88
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:			12,637.72

Dated: _____

8/7/19

City Treasurer: _____



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/19	08/07/2019	114400	555	Business Essentials	205-20100	42.88
08/19	08/07/2019	114402	1140	Cintas Corporation	205-20100	4.25
08/19	08/07/2019	114404	1304	Barbara Courier	901-20100	43.42
08/19	08/07/2019	114408	1602	Duff Companies, LLC	205-20100	1,200.00
08/19	08/07/2019	114410	1716	Ehlers & Associates, Inc.	205-20100	1,207.50
08/19	08/07/2019	114416	2456	Housing Data Systems, Inc	901-20100	120.00
08/19	08/07/2019	114423	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	1,143.00
08/19	08/07/2019	114424	3056	Lake Superior Laundry Inc.	205-20100	62.10
08/19	08/07/2019	114428	3501	MEI Total Elevator Solutions	901-20100	253.03
08/19	08/07/2019	114429	3521	Menards	901-20100	37.96
08/19	08/07/2019	114439	3933	Mora HRA	902-20100	3,939.00
08/19	08/07/2019	114440	4011	NAC Mechanical & Electrical Services	205-20100	724.08
08/19	08/07/2019	114456	4987	Scott Olson Construction	901-20100	450.00
08/19	08/07/2019	114458	5191	SPEW Health Plan	205-20100	2,313.00
08/19	08/07/2019	114468	5878	Waste Management of WI-MN	205-20100	645.88
08/19	08/07/2019	114470	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						12,637.72

3E

Date: *August 19, 2019*

To: *EDA Board of Commissioners*

From: *Deb Barrett, Housing Supervisor*

Re: *Report on EDA Housing Operations*

Public Housing:

- Submitted MTCS Report (Vacancy report). Bridge Park is 100% occupied.
- Water softener broke down. Waiting for Ecowater to come out to see if it can be repaired. Ecowater installed a new one in 2002.
- Processed rent checks
- Submitted HUD reports for 2017 & 2018 Capital Fund

Prepared by: Deb Barrett

Background:

Vending Machines were installed in 2000. They have not been working for a couple of months. I have contacted two different vending machine companies and they will not look at them due to the age of the machines. In the past, we have contacted a vending company but they won't place their machine at Bridge Park since they think the vending volume will be too low.

We are now having issues with theft of the vending machine product that is stored in a closet locked by a padlock. I have watched the cameras, but am not 100% sure who it was that took the product out of the locked closet. We suspect that a screwdriver is being used to remove the latch the padlock is attached to.

In addition, we are concerned about the high percentage of residents at Bridge Park that have diabetes and other health issues. Providing easy access to pop and candy seems contrary to promoting healthy eating at Bridge Park Apartments.

Recommendation

Approve discontinuance of vending service at Bridge Park Apartments.

Prepared by: Deb Barrett

Background:

The water softener at Bridge Park Apartments was replaced in 2002 by Ecowater. It has stopped working and Ecowater can't get out till August 23rd to look at it. I have had Rocky's Water Softener look at it and they said, "It needs to be replaced". I would like to get Ecowater's opinion on this also.

If the water softener needs to be replaced, we would like authorization to solicit quotes and we would like authorization from the Board to replace water softener for a cost up to \$10,000. If the cost exceeds \$10,000, we will bring the issue back to the EDA Board for review.

Recommendation

Approve for the replacement of the water softener up to \$10,000 if the existing unit cannot be fixed for a reasonable cost.

Prepared by: Caroline Moe

Central MN Housing Partnership Agreement

Background:

Recently, I was approached by Central MN Housing Partnership related to the Housing Division's relationship with Tower Terrace. I learned that the Housing Division owns $\frac{1}{2}$ of one percent of Tower Terrace. This was a surprising revelation since when we folded the Cambridge Housing Authority into the Cambridge EDA over seventeen years ago, there was no ownership asset on the financial statements at that time.

We were contacted by Central MN Housing Partnership as the managing partner of the property, they are working to get all necessary approvals prior to starting a major property renovation. I met with the Executive Director of Central MN Housing Partnership on June 27 to get more information. The Cambridge EDA needs to make decisions about its $\frac{1}{2}$ of 1% ownership stake in Tower Terrace:

Option #1: Retain $\frac{1}{2}$ of 1% ownership in Tower Terrace.

Advantages to this option:

- Potential to receive distributions of \$5,000 per year beginning around 2030 of excess profits.

Disadvantages to this option:

- Cambridge EDA is potentially liable for our share of any litigation that may occur at the property including any housing discrimination lawsuits;
- Cambridge EDA needs to make a cash investment into the property. At this time, the EDA's proportionate share is estimated at \$10,000 if we support the property's refinancing or approximately \$190,000 if we do not want any risk as part of the property's refinancing.

Option #2: Relinquish the $\frac{1}{2}$ of 1% ownership to Central MN Housing Partnership.

Advantages to this option:

- Cambridge EDA will be relieved of all future legal and financial obligations that could arise due to the ownership.
- Cambridge would not be required to pay any legal cost to exit the partnership if done now as it would be paid as part of legal costs of the bond issuance for the proposed Tower Terrace renovation.
- Central MN Housing Partnership will expend less cost and effort to manage Tower Terrace if it did not have to account for Cambridge EDA.

Disadvantages to this option:

- Cambridge EDA will no longer have any potential for distribution in the future.

Deanna Hemmesch, the Executive Director from the Central MN Housing Partnership, will be attending the meeting to discuss this issue with the Board.

Requested Board Action.

Determine if you want to retain or relinquish .5% ownership of Tower Terrace.