

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes  
June 17, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, June 17, 2019 at Bridge Park Apartments, 121 S. Fern St, Cambridge, MN 55008

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

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

**Call to Order**

Shogren called the meeting to order at 2:00 pm.

**Punch, Cake and Tour of Bridge Park renovation**

Council provided cake and punch to the residents of Bridge Park for their patience during the renovations.

**Approval of Agenda**

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

**Consent Agenda**

Iverson moved, seconded by Palmer to approve consent agenda items A-E:

- A. Approve EDA Regular Meeting Minutes for May 20, 2019
- B. Approve EDA Draft April 2019 Financial Statements
- C. Housing Division May 2019 Disbursements, Totaling \$71,789.00
- D. Approve EDA Admin Division May 2019 Bills Checks #113565-#113755 totaling \$377,329.55
- E. Approve Pay Requests for Bridge Park Rehab
  - a. Steinbrecher Painting Company Pay App #3 EDA Resolution EDA R19-011 for \$50,967.50
  - b. VCI Environmental, Inc Pay App #2 EDA Resolution EDA R19-012 for \$95,378.82
  - c. Pinnacle Wall Systems Pay App #2 EDA Resolution EDA R19-013 for \$18,572.50
  - d. Tight Miter Carpentry Pay App #2 EDA Resolution EDA R19-014 for \$14,250.00
  - e. Bassing Electric Pay App #2 EDA Resolution EDA R19-015 for \$7,739.21
  - f. Acoustics Associates Pay App #2 EDA Resolution EDA R19-016 for \$54,392.25

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

**Work Session**

There were no items for discussion.

**Unfinished Business**

There was no unfinished business.

## New Business

### *Housing Supervisor Report*

Barrett provided the following updates on Bridge Park apartments:

- Working on HUD Reports
- Vacant units are being showed and applications processed. The goal is to have all units rented by July 1, 2019.
- Public Housing Assessment System (PHAS) Score Report: Received 86 out of a 100. See the information provided in the packet. Scores are lower than usual due to vacant units due to the renovations.
- All residents are back in their apartments.
- Processed rent checks

### *Project Wrap Up*

BJ Baas reported they remodeled 45 units, community bathrooms and hallways.

Woulfe recognized Moe and Barrett for managing the project and working with residents. Woulfe reported all the same residents came back and are back in their rooms.

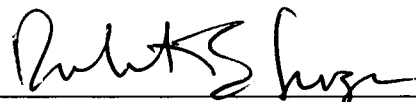
Residents were asked how the remodel went for them. One resident reported a few issues with holes not being filled prior to paint application. Woulfe asked for the unit number from resident so the issues could be addressed.

Palmer asked to follow up on the resident with issues with his room, stating he had spoken with her and Iverson at the Ice Cream Social and showed pictures of the problem areas. Palmer requested to view his apartment to address the problems he mentioned. EDA Members went to the apartment to review the person's concerns and assured any corrections needed would be made.

Council took a tour of the vacant apartment and unit 303.

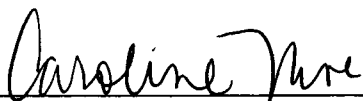
## Adjournment

Conley moved, seconded by Iverson to adjourn the meeting at 2:38 p.m. Motion carried unanimously.



Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	219,103.99	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	536,930.34	
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>1,138,244.53</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	30,019.55	
901-22600	TENANT SECURITY DEPOSITS	24,548.00	
	TOTAL LIABILITIES		54,567.55

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	( 75,699.15)	
	BALANCE - CURRENT DATE	( 75,699.15)	
	TOTAL FUND EQUITY		<u>1,083,676.98</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,138,244.53</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	26,531.00	48,469.00	35.37	71,599.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	26,531.00	48,469.00	35.37	71,599.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	.00	100.00	.00	45.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	760.92	739.08	50.73	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	760.92	839.08	47.56	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	52,290.00	95,310.00	35.43	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	1,346.80	2,653.20	33.67	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	53,636.80	97,963.20	35.38	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	80,928.72			280,151.66

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
901-49500-103 ADMIN PART-TIME - REGULAR	35,000.00	35,000.00	16,198.76	( 18,801.24)	46.28	26,721.15
901-49500-121 PERA (EMPLOYER)	2,625.00	2,625.00	1,214.90	( 1,410.10)	46.28	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	1,216.25	( 1,461.75)	45.42	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	35.75	35.75	.00	.00
<b>TOTAL PERSONAL SERVICES</b>	<b>40,803.00</b>	<b>40,803.00</b>	<b>18,693.02</b>	<b>( 22,109.98)</b>	<b>45.81</b>	<b>30,927.91</b>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	257.18	( 742.82)	25.72	287.15
<b>TOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>257.18</b>	<b>( 742.82)</b>	<b>25.72</b>	<b>287.15</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	1,500.00	( 1,500.00)	50.00	1,100.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	903.24	( 2,096.76)	30.11	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	1,943.69	( 4,856.31)	28.58	7,506.45
901-49500-322 POSTAGE	50.00	50.00	.00	( 50.00)	.00	59.70
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	.00
901-49500-340 ADVERTISING	300.00	300.00	37.50	( 262.50)	12.50	274.15
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>14,250.00</b>	<b>14,250.00</b>	<b>4,384.43</b>	<b>( 9,865.57)</b>	<b>30.77</b>	<b>11,650.02</b>
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	2,000.00	2,000.00	.00	( 2,000.00)	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	400.00	400.00	48.81	( 351.19)	12.20	150.56
901-49500-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	2,429.00	429.00	121.45	5,480.22
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	19.00	( 981.00)	1.90	499.00
<b>TOTAL MISCELLANEOUS</b>	<b>5,400.00</b>	<b>5,400.00</b>	<b>2,496.81</b>	<b>( 2,903.19)</b>	<b>46.24</b>	<b>6,129.78</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>61,453.00</b>	<b>61,453.00</b>	<b>25,831.44</b>	<b>( 35,621.56)</b>	<b>42.03</b>	<b>48,994.86</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	922.40	122.40	115.30	5,727.38
<i>TOTAL SUPPLIES</i>		800.00	800.00	922.40	122.40	115.30	5,727.38
<b>TOTAL LOW RENT TENANT SERVICE</b>		<b>800.00</b>	<b>800.00</b>	<b>922.40</b>	<b>122.40</b>	<b>115.30</b>	<b>5,727.38</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LOW RENT MAINTENANCE</b>						
<i>PERSONAL SERVICES</i>						
901-49700-103 MAINT PT EMPLOYEES - REGULAR	23,737.00	23,737.00	.00	( 23,737.00)	.00	16,970.20
901-49700-121 PERA (EMPLOYER)	1,780.00	1,780.00	.00	( 1,780.00)	.00	1,263.56
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,816.00	1,816.00	.00	( 1,816.00)	.00	1,298.18
901-49700-151 WORKERS' COMPENSATION PREMIU	1,567.00	1,567.00	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
<b>TOTAL PERSONAL SERVICES</b>	<b>32,900.00</b>	<b>32,900.00</b>	<b>198.74</b>	<b>( 32,701.26)</b>	<b>.60</b>	<b>26,183.07</b>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	1,308.25	( 5,574.75)	19.01	6,064.85
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	6.85
<b>TOTAL SUPPLIES</b>	<b>7,083.00</b>	<b>7,083.00</b>	<b>1,308.25</b>	<b>( 5,774.75)</b>	<b>18.47</b>	<b>6,071.70</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	30,000.00	30,000.00	9,327.88	( 20,672.12)	31.09	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	16,294.59	( 19,705.41)	45.26	34,403.52
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	2,503.17	( 7,996.83)	23.84	8,367.36
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	437.36	( 6,062.64)	6.73	2,899.01
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	930.25	( 2,069.75)	31.01	3,101.87
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>111,364.00</b>	<b>111,364.00</b>	<b>29,493.25</b>	<b>( 81,870.75)</b>	<b>26.48</b>	<b>100,374.20</b>
<i>MISCELLANEOUS</i>						
901-49700-401 BRIDGE PARK ASBESTOS ABATEMEN	.00	.00	23,602.50	23,602.50	.00	.00
901-49700-402 BRIDGE PARK PROJ MGMT-ASBEST	.00	.00	13,720.49	13,720.49	.00	.00
901-49700-403 BRIDGE PARK ASB ABATE LODGING	.00	.00	30,970.80	30,970.80	.00	.00
901-49700-404 BRIDGE PARK ASB ABATE FOOD REI	.00	.00	30,580.00	30,580.00	.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
<b>TOTAL MISCELLANEOUS</b>	<b>59,000.00</b>	<b>59,000.00</b>	<b>98,873.79</b>	<b>39,873.79</b>	<b>167.58</b>	<b>48,755.10</b>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	.00	.00	.00	3,985.00
901-49700-502 BETTERMENTS AND ADDITIONS	4,000.00	4,000.00	.00	( 4,000.00)	.00	.00
<b>TOTAL IMPROVEMENTS/BETTERM</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>.00</b>	<b>( 4,000.00)</b>	<b>.00</b>	<b>3,985.00</b>
<b>TOTAL LOW RENT MAINTENANCE</b>	<b>214,347.00</b>	<b>214,347.00</b>	<b>129,874.03</b>	<b>( 84,472.97)</b>	<b>60.59</b>	<b>185,369.07</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	156,627.87			240,091.31
NET REVENUES OVER EXPENDITURE	.00	.00	( 75,699.15)			40,060.35



CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2019

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
902-10200	EDA OPERATING ACCT-SECTION 8	131,216.07	
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		131,325.07
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
902-20100	AP ALLOCATED TO OTHER FUNDS	5,491.52	
902-20200	ACCOUNTS PAYABLE	2,789.01	
	TOTAL LIABILITIES		8,280.53
<u>FUND EQUITY</u>			
902-27200	UNRESTRICTED NET ASSETS	118,736.75	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	4,307.79	
	BALANCE - CURRENT DATE	4,307.79	
	TOTAL FUND EQUITY		123,044.54
	TOTAL LIABILITIES AND EQUITY		131,325.07

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	20,315.00	27,685.00	42.32	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	20,315.00	27,685.00	42.32	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	35.91	( 35.91)	.00	115.90
TOTAL INTEREST	.00	.00	35.91	( 35.91)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	20,350.91			66,802.90

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	AUDIT FEES	3,000.00	3,000.00	1,500.00 ( 1,500.00)	50.00	1,100.00
902-49500-307	CONTRACTED SECT 8 ADMIN	44,000.00	44,000.00	16,071.12 ( 27,928.88)	36.53	42,225.88
	<i>TOTAL OTHER SERVICES AND CHA</i>	47,000.00	47,000.00	17,571.12 ( 29,428.88)	37.39	43,325.88
<i>MISCELLANEOUS</i>						
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00 ( 1,000.00)	.00	.00
	<i>TOTAL MISCELLANEOUS</i>	1,000.00	1,000.00	.00 ( 1,000.00)	.00	.00
	<b>TOTAL SECT 8 ADMINISTRATIVE</b>	<b>48,000.00</b>	<b>48,000.00</b>	<b>17,571.12 ( 30,428.88)</b>	<b>36.61</b>	<b>43,325.88</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	97,376.00	97,376.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 99,264.00)	( 99,264.00)	.00	( 326,713.00)
902-49775-376 URP PORT REC	.00	.00	360.00	360.00	.00	555.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	( 1,528.00)	( 1,528.00)	.00	.00
<b>TOTAL HAP OCCUPIED UNITS</b>	.00	.00	( 1,528.00)	( 1,528.00)	.00	.00

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 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	16,043.12			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	4,307.79			23,477.02

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2019

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	371,833.06	
903-10200	EDA HOUSING DIV OPERATING CASH	14,459.42	
	TOTAL ASSETS		<u>386,292.48</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	10,054.35	
	BALANCE - CURRENT DATE	10,054.35	
	TOTAL FUND EQUITY		<u>386,292.48</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,292.48</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST &amp; MISC INCOME</u>						
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	604.60	395.40	60.46	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	604.60	395.40	60.46	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	10,431.10			18,472.51

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

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

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-ADMIN</u>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	350.00	( 1,750.00)	16.67	1,855.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	161.00	161.00	26.75	( 134.25)	16.61	141.86
	<i>TOTAL FUNCTION 1</i>	<u>2,261.00</u>	<u>2,261.00</u>	<u>376.75</u>	<u>( 1,884.25)</u>	<u>16.66</u>	<u>1,996.86</u>
<i>SUPPLIES</i>							
903-49500-201	OFFICE SUPPLY	839.00	839.00	.00	( 839.00)	.00	.00
	<i>TOTAL SUPPLIES</i>	<u>839.00</u>	<u>839.00</u>	<u>.00</u>	<u>( 839.00)</u>	<u>.00</u>	<u>.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	500.00	500.00	.00	( 500.00)	.00	.00
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>( 500.00)</u>	<u>.00</u>	<u>.00</u>
<i>TRANSFERS</i>							
903-49500-720	TRANSFERSOUT	12,400.00	12,400.00	.00	( 12,400.00)	.00	.00
	<i>TOTAL TRANSFERS</i>	<u>12,400.00</u>	<u>12,400.00</u>	<u>.00</u>	<u>( 12,400.00)</u>	<u>.00</u>	<u>.00</u>
	<b>TOTAL OTHER HOUSING BUS ACTIV</b>	<u><u>16,000.00</u></u>	<u><u>16,000.00</u></u>	<u><u>376.75</u></u>	<u><u>( 15,623.25)</u></u>	<u><u>2.35</u></u>	<u><u>1,996.86</u></u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	376.75			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	10,054.35			16,475.65

**CITY OF CAMBRIDGE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 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	.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 4 MONTHS ENDING APRIL 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 4 MONTHS ENDING APRIL 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	.00			.00

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2019

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>	
905-10200 EDA OPERATING ACCT-SECTION 8	( 31,579.32)
TOTAL ASSETS	( 31,579.32)
<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	( 11,911.96)
BALANCE - CURRENT DATE	( 11,911.96)
TOTAL FUND EQUITY	( 31,579.32)
TOTAL LIABILITIES AND EQUITY	( 31,579.32)

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	148,650.00	203,350.00	42.23	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	148,650.00	203,350.00	42.23	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	 148,650.00			 410,949.77

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	154,552.00	( 197,648.00)	43.88	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>160,561.96</u>	<u>( 191,638.04)</u>	<u>45.59</u>	<u>415,412.66</u>
<b>TOTAL HAP EXPENDITURES</b>	<u><u>352,200.00</u></u>	<u><u>352,200.00</u></u>	<u><u>160,561.96</u></u>	<u><u>( 191,638.04)</u></u>	<u><u>45.59</u></u>	<u><u>415,412.66</u></u>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 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	160,561.96			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	( 11,911.96)			( 4,462.89)



**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	99,129.48	125,870.52	44.06	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	99,129.48	125,870.52	44.06	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	 99,129.48			 326,429.74

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>EDA ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
205-41930-101 FULL-TIME EMPLOYEES - REGULAR	94,623.00	94,623.00	32,462.41	( 62,160.59)	34.31	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	2,434.68	( 4,854.32)	33.40	6,746.16
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	2,412.77	( 5,021.23)	32.46	6,945.31
205-41930-131 MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	6,853.80	( 10,260.20)	40.05	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	35.80	( 64.20)	35.80	73.35
<b>TOTAL PERSONAL SERVICES</b>	<b>133,574.00</b>	<b>133,574.00</b>	<b>45,800.09</b>	<b>( 87,773.91)</b>	<b>34.29</b>	<b>125,675.66</b>
<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	39.99	( 3,260.01)	1.21	1,229.98
<b>TOTAL SUPPLIES</b>	<b>3,750.00</b>	<b>3,750.00</b>	<b>68.46</b>	<b>( 3,681.54)</b>	<b>1.83</b>	<b>1,360.86</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	3,843.00	( 157.00)	96.08	3,423.50
205-41930-313 IT MGMT & BACKUP	2,700.00	2,700.00	903.24	( 1,796.76)	33.45	2,709.72
205-41930-321 TELEPHONE/CELLULAR	900.00	900.00	378.05	( 521.95)	42.01	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	783.16	( 216.84)	78.32	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	2,166.32	1,866.32	722.11	890.84
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>14,450.00</b>	<b>14,450.00</b>	<b>8,422.21</b>	<b>( 6,027.79)</b>	<b>58.29</b>	<b>13,980.64</b>
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	3,749.88	( 6,250.12)	37.50	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	1,410.00	( 90.00)	94.00	1,281.40
205-41930-440 SCHOOLS & MEETINGS	1,500.00	1,500.00	1,836.50	336.50	122.43	763.00
205-41930-450 TAX ABATEMENT-MAIN & 65 LLC	.00	.00	.00	.00	.00	6,188.16
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	.00	.00	.00	31,654.20
205-41930-484 NLX ACTIVITIES	8,357.00	8,357.00	8,356.00	( 1.00)	99.99	6,650.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
205-41930-489 IND PARK MARKETING	9,500.00	9,500.00	.00	( 9,500.00)	.00	8,240.48
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	( 3,000.00)	.00	3,000.00
<b>TOTAL MISCELLANEOUS</b>	<b>36,857.00</b>	<b>36,857.00</b>	<b>15,352.38</b>	<b>( 21,504.62)</b>	<b>41.65</b>	<b>70,869.29</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 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	69,643.14	( 118,987.86)	36.92	211,886.45

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MALL OPERATING EXPENSES</b>						
<i>PERSONAL SERVICES</i>						
205-47000-101	27,224.00	27,224.00	9,412.39	( 17,811.61)	34.57	26,463.72
205-47000-102	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-47000-103	3,000.00	3,000.00	1,019.24	( 1,980.76)	33.97	6,593.05
205-47000-121	2,192.00	2,192.00	705.93	( 1,486.07)	32.20	1,977.60
205-47000-122	2,236.00	2,236.00	772.13	( 1,463.87)	34.53	2,448.39
205-47000-131	8,557.00	8,557.00	3,424.18	( 5,132.82)	40.02	8,024.40
205-47000-133	600.00	600.00	.00	( 600.00)	.00	539.63
205-47000-151	1,653.00	1,653.00	250.49	( 1,402.51)	15.15	1,313.07
205-47000-154	100.00	100.00	17.90	( 82.10)	17.90	36.75
<b>TOTAL PERSONAL SERVICES</b>	<b>46,562.00</b>	<b>46,562.00</b>	<b>15,602.26</b>	<b>( 30,959.74)</b>	<b>33.51</b>	<b>47,396.61</b>
<i>SUPPLIES</i>						
205-47000-211	200.00	200.00	51.50	( 148.50)	25.75	148.49
205-47000-212	125.00	125.00	43.98	( 81.02)	35.18	71.92
205-47000-221	15,000.00	15,000.00	2,629.20	( 12,370.80)	17.53	11,127.07
<b>TOTAL SUPPLIES</b>	<b>15,325.00</b>	<b>15,325.00</b>	<b>2,724.68</b>	<b>( 12,600.32)</b>	<b>17.78</b>	<b>11,347.48</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321	350.00	350.00	90.94	( 259.06)	25.98	309.82
205-47000-351	.00	.00	.00	.00	.00	494.45
205-47000-360	5,000.00	5,000.00	.00	( 5,000.00)	.00	6,052.27
205-47000-381	22,000.00	22,000.00	4,459.95	( 17,540.05)	20.27	18,183.11
205-47000-382	5,700.00	5,700.00	1,602.45	( 4,097.55)	28.11	4,764.76
205-47000-383	6,000.00	6,000.00	1,094.38	( 4,905.62)	18.24	3,651.01
205-47000-384	4,500.00	4,500.00	1,375.89	( 3,124.11)	30.58	3,655.90
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>43,550.00</b>	<b>43,550.00</b>	<b>8,623.61</b>	<b>( 34,926.39)</b>	<b>19.80</b>	<b>37,111.32</b>
<i>MISCELLANEOUS</i>						
205-47000-401	16,000.00	16,000.00	17,481.97	1,481.97	109.26	8,557.81
205-47000-413	1,500.00	1,500.00	2,282.50	782.50	152.17	( 251.08)
205-47000-440	.00	.00	19.00	19.00	.00	.00
205-47000-489	12,000.00	12,000.00	.00	( 12,000.00)	.00	3,491.80
205-47000-490	2,350.00	2,350.00	.00	( 2,350.00)	.00	.00
205-47000-491	45,000.00	45,000.00	.00	( 45,000.00)	.00	.00
205-47000-496	.00	.00	.00	.00	.00	18,370.31
205-47000-498	.00	.00	.00	.00	.00	105,836.80
<b>TOTAL MISCELLANEOUS</b>	<b>76,850.00</b>	<b>76,850.00</b>	<b>19,783.47</b>	<b>( 57,066.53)</b>	<b>25.74</b>	<b>136,005.64</b>
<b>TOTAL MALL OPERATING EXPENSE</b>	<b>182,287.00</b>	<b>182,287.00</b>	<b>46,734.02</b>	<b>( 135,552.98)</b>	<b>25.64</b>	<b>231,861.05</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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
<b>TOTAL EXPENSE 300</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>14,687.63</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 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	116,377.16			458,435.13
NET REVENUES OVER EXPENDITURE	56,082.00	56,082.00	( 17,247.68)			( 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)	5/1/2019	n/a	46,537.00
ACH-Section 8 Individuals (see attached)	5/1/2019	n/a	17,052.00
Cash withdrawal for Relocation Assistance (See note below)	5/1/2019		5,000.00
Cash withdrawal for Relocation Assistance (See note below)	5/15/2019		580.00
Cash withdrawal for Relocation Assistance (See note below)	5/23/2019		2,620.00
Prepaid Totals			71,789.00

TOTAL SUBMITTED FOR APPROVAL \$71,789.00

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 5/10/2019-6/10/19.

Caroline Moe 6/11/19  
 Caroline Moe, Director of Finance signature & date

Deb Barrett 6/13/2019  
 Deb Barrett, Housing Supervisor signature & date

Date: 04/29/2019

Peoples Bank of Commerce / Cambridge EDA

Page: 1

**ACH Transaction Report**

Batch #: 000199

Created On: 04/29/2019

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$2,229.00
Calhoun Apartments	\$1,099.00
Cambridge Square Assoc	\$991.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,039.00
DJ Properties of Stanc	\$1,575.00
Erlandson - Nelson Con	\$559.00
Haven Properties	\$347.00
New Challenges, Inc.	\$6,020.00
Isanti Community Servi	\$74.00
Isanti Village Apartme	\$1,419.00
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	\$940.00
NETA Property Manageme	\$660.00
Normandy Townhomes	\$2,652.00
North Branch Senior Ho	\$338.00
Oakhurst Apartments	\$361.00
Oakview Terrace Townho	\$3,247.00
Pine Village LLC	\$97.00
Rush Oaks Apartments	\$788.00
Sunrise Court Apartmen	\$1,092.00
Sunset Assets LLC	\$739.00
Taylors Falls Villas	\$564.00
Tower Terrace Limited	\$4,260.00
Wyoming Limited Partne	\$1,518.00
Wyoming Limited Partne	\$2,071.00
Cambridge EDA	\$-46,537.00
<b>Batch Total:</b>	<b>\$0.00</b>



### ACH Transaction Report

Batch #: 000200

Created On: 04/29/2019

Name	Amount
Aaron Jordan	\$486.00
Bohmer, John	\$793.00
Dean & Jennifer Bondes	\$869.00
Charles Satak	\$585.00
Chen Liu	\$5,170.00
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	\$267.00
Ordeen Splittstoser	\$248.00
Randall Propp	\$593.00
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	\$-17,052.00
<b>Batch Total:</b>	<b>\$0.00</b>

CAMBRIDGE EDA MEETING June 17, 2019 BILLS LIST
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Disbursement Type:	Date:	Check Numbers:	Submitted For Approval
Prepaid Checks	5/15/2019	113565 - 113635	343,478.46
Prepaid Checks	5/22/2019	113645 - 113702	29,069.58
Prepaid Checks	5/30/2019	113713 - 113755	4,781.51

Prepaid Totals	377,329.55
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<b>TOTAL SUBMITTED FOR APPROVAL</b>	<b>\$377,329.55</b>
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I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 5/10/19-5/30/2019.

Caroline Moe      6/9/19  
Caroline Moe, Director of Finance signature & date

Linda Gerlach      6-10-19  
Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
63	Acoustics Associates Inc	2019 Pay App 1 - Furnish & Install Flooring	95,000.00
	Total 63:		95,000.00
285	Applebee's	Gift Cards - Bridge Park	80.00
	Total 285:		80.00
303	Arby's	Gift Cards - Bridge Park	80.00
	Total 303:		80.00
306	ARC Irrigation, LLC	Fertilization - Bridge Park	125.66
	Total 306:		125.66
444	Bassing Electric	2019 Pay App 1 - Lights Bridge Park	8,449.54
	Total 444:		8,449.54
718	Brothers Fire & Security	Annual Monitoring Fire Alarm Account - Mall	180.00
	Total 718:		180.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1144	City Moving and Storage	Bridge Park Moving Expense	31,200.00
	Total 1144:		31,200.00
1356	Cub Foods Cambridge #31574	Gift Cards - Bridge Park	280.00
	Total 1356:		280.00
1363	Culver's	Gift Cards - Bridge Park	100.00
	Total 1363:		100.00
2173	GrandStay Hotel and Suites Cam	Lodging - Bridge Park	13,273.20
	Total 2173:		13,273.20
2933	Kims Kleaning	Clean Units & Hallway - Bridge Park	850.00
	Total 2933:		850.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 303	327.47

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 3006:		327.47
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3214	Liberty Plumbing Co.	2019 Pay App 2 - Bridge Park	10,962.00
	Total 3214:		10,962.00
3521	Menards	Materials - Bridge Park	49.99
	Total 3521:		49.99
4454	Perkins	Gift Cards - Bridge Park	360.00
	Total 4454:		360.00
4490	Pinnacle Wall Systems	2019 Pay App 1 - Bridge Park	18,572.50
	Total 4490:		18,572.50
4886	Roof Tech	Roof Repairs - Mall	455.26
	Total 4886:		455.26
5295	Steinbrecher Painting Company	2019 Pay App 1 - Bridge Park	14,915.00
5295	Steinbrecher Painting Company	2019 Pay App 2 - Bridge Park	38,000.00
	Total 5295:		52,915.00
5328	Subway	Gift Cards - Bridge Park	420.00
	Total 5328:		420.00
5528	Tight Miter Carpentry, LLC	Closet Door and Closet Shelving - Bridge Park	14,250.00
	Total 5528:		14,250.00
5793	VCI Environmental, Inc.	2019 Pay App 1 - Bridge Park	95,378.81
	Total 5793:		95,378.81
5861	Walmart Community Card	Tenant Services - Bridge Park	44.28
	Total 5861:		44.28
	Grand Totals:		343,478.46

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Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 5/15/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/15/2019	113565	63	Acoustics Associates Inc	901-20100	95,000.00
05/19	05/15/2019	113569	285	Applebee's	901-20100	80.00
05/19	05/15/2019	113570	303	Arby's	901-20100	80.00
05/19	05/15/2019	113571	306	ARC Irrigation, LLC	901-20100	125.66
05/19	05/15/2019	113575	444	Bassing Electric	901-20100	8,449.54
05/19	05/15/2019	113578	718	Brothers Fire & Security	205-20100	180.00
05/19	05/15/2019	113581	1140	Cintas Corporation	205-20100	4.25
05/19	05/15/2019	113582	1144	City Moving and Storage	901-20100	31,200.00
05/19	05/15/2019	113585	1356	Cub Foods Cambridge #31574	901-20100	280.00
05/19	05/15/2019	113586	1363	Culver's	901-20100	100.00
05/19	05/15/2019	113593	2173	GrandStay Hotel and Suites Cambridge1674	901-20100	13,273.20
05/19	05/15/2019	113598	2933	Kims Kleaning	901-20100	850.00
05/19	05/15/2019	113599	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	327.47
05/19	05/15/2019	113601	3056	Lake Superior Laundry Inc.	205-20100	120.50
05/19	05/15/2019	113604	3214	Liberty Plumbing Co.	901-20100	10,962.00
05/19	05/15/2019	113607	3521	Menards	901-20100	49.99
05/19	05/15/2019	113615	4454	Perkins	901-20100	360.00
05/19	05/15/2019	113617	4490	Pinnacle Wall Systems	901-20100	18,572.50
05/19	05/15/2019	113620	4886	Roof Tech	205-20100	455.26
05/19	05/15/2019	113624	5295	Steinbrecher Painting Company	901-20100	14,915.00
05/19	05/15/2019	113625	5295	Steinbrecher Painting Company	901-20100	38,000.00
05/19	05/15/2019	113626	5328	Subway	901-20100	420.00
05/19	05/15/2019	113630	5528	Tight Miter Carpentry, LLC	901-20100	14,250.00
05/19	05/15/2019	113633	5793	VCI Environmental, Inc.	901-20100	95,378.81
05/19	05/15/2019	113635	5861	Walmart Business/SYNCB	901-20100	44.28

Grand Totals:

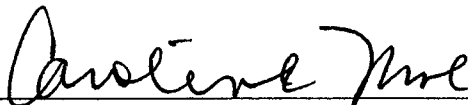
343,478.46

Vendor	Vendor Name	Description	Net Invoice Amount
576	BJ Baas Builders, Inc.	Construction Management Services - Bridge Pa	14,325.00
Total 576:			14,325.00
969	Cardmember Service	Gift Cards - Bridge Park	180.00
969	Cardmember Service	Gift Cards - Bridge Park	200.00
969	Cardmember Service	Gift Cards - Bridge Park	200.00
969	Cardmember Service	Gift Cards - Bridge Park	200.00
969	Cardmember Service	Gift Cards - Bridge Park	20.00
969	Cardmember Service	Gift Cards - Bridge Park	100.00
969	Cardmember Service	Gift Cards - Bridge Park	220.00
969	Cardmember Service	Gift Cards - Bridge Park	220.00
969	Cardmember Service	Gift Cards - Bridge Park	400.00
969	Cardmember Service	Gift Cards - Bridge Park	240.00
969	Cardmember Service	Gift Cards - Bridge Park	180.00
Total 969:			2,160.00
1602	Duff Consulting, LLC	Spring Cleanups - Cypress St, Main St, 104th	960.00
Total 1602:			960.00
2173	GrandStay Hotel and Suites Cam	Lodging - Bridge Park	10,323.62
Total 2173:			10,323.62
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	490.88
Total 3006:			490.88
3521	Menards	Maintenance Supplies - Mall	42.55
3521	Menards	Repair & Maint Supplies - Mall	271.92
Total 3521:			314.47
5878	Waste Management	Removal 30 yd Open Top, Disposal per Ton	495.61
Total 5878:			495.61
Grand Totals:			29,069.58

Dated: \_\_\_\_\_

5/22/19

City Treasurer: \_\_\_\_\_



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/22/2019	113645	576	BJ Baas Builders, Inc.	901-20100	14,325.00
05/19	05/22/2019	113652	969	Cardmember Service	901-20100	2,160.00
05/19	05/22/2019	113660	1602	Duff Companies, LLC	205-20100	960.00
05/19	05/22/2019	113666	2173	GrandStay Hotel and Suites Cambridge1674	901-20100	10,323.62
05/19	05/22/2019	113673	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	490.88
05/19	05/22/2019	113675	3521	Menards	205-20100	314.47
05/19	05/22/2019	113702	5878	Waste Management of WI-MN	205-20100	495.61
Grand Totals:						29,069.58



Vendor	Vendor Name	Description	Net Invoice Amount
576	BJ Baas Builders, Inc.	Dumpsters & Misc Materials - Bridge Park	363.83
Total 576:			363.83
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			8.49
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
Total 3056:			120.50
3521	Menards	Maintenance Supplies - Mall	2.39
3521	Menards	Small Tools - Mall	15.12
Total 3521:			17.51
3933	Mora HRA	May Contracted Section 8 Administration	3,939.00
Total 3933:			3,939.00
4661	Quill Corporation	Small Tools and Equipment - Econ Dev	179.99
Total 4661:			179.99
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
Grand Totals:			4,781.51

Dated: 5/30/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/30/2019	113713	576	BJ Baas Builders, Inc.	901-20100	363.83
05/19	05/30/2019	113719	1140	Cintas Corporation	205-20100	8.49
05/19	05/30/2019	113732	3056	Lake Superior Laundry Inc.	205-20100	120.50
05/19	05/30/2019	113735	3521	Menards	205-20100	17.51
05/19	05/30/2019	113737	3933	Mora HRA	902-20100	3,939.00
05/19	05/30/2019	113743	4661	Quill Corporation	205-20100	179.99
05/19	05/30/2019	113755	5801	Verizon Wireless	205-20100	152.19
Grand Totals:						<u>4,781.51</u>