

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes – November 18, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, November 18, 2019 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, Lisa Iverson, Jim Godfrey and Kersten Conley.

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

Call to Order

Shogren called the meeting to order at 5:30 p.m.

Approval of Agenda

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

Consent Agenda

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

- A. Approve EDA Regular Meeting Minutes for October 21, 2019
- B. Approve EDA Draft September 2019 Financial Statements
- C. Housing Division October 2019 Disbursements, Totaling \$62,649.59
- D. Approve EDA Admin Division October 2019 Bills Checks #114936-#115235 , Totaling \$24,656.91
- E. Housing Supervisor Report

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

Work Session

There were no items under the work session.

Unfinished Business

There were no items under unfinished business.

New Business

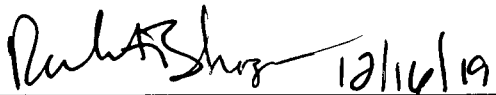
Public Hearing on 2020 Capital Plan

Barrett informed the council that the 2020 Public Housing Agency (PHA) plan, and the 5-Year Capital Fund plan, will remain the same with the exception of adding new vinyl in the stairways and landings in 2024 to the 5-Year Capital plan. Shogren opened the floor for public comment

of the hearing for the 2020 PHA plan or the 5-Year Capital plan. The hearing was closed at 5:33 pm as there were no requests for comment or discussion. Conley motioned, seconded by Godfrey, to approve EDA Resolution R19-023 as presented. All members voted aye, with no nays. Motion carried unanimously.

Adjournment

Conley moved, seconded by Godfrey, to adjourn the meeting at 5:34 p.m. Motion carried unanimously.

 12/16/19

Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
SEPTEMBER 30, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(16,593.97)	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	86,497.58	
901-18100	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>452,113.81</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,702.82	
901-22600	TENANT SECURITY DEPOSITS	30,399.77	
	TOTAL LIABILITIES		32,102.59

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	(739,364.91)	
	BALANCE - CURRENT DATE	(739,364.91)	
	TOTAL FUND EQUITY		<u>420,011.22</u>
	TOTAL LIABILITIES AND EQUITY		<u>452,113.81</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	63,617.00	11,383.00	84.82	71,599.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	63,617.00	11,383.00	84.82	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	842.99	657.01	56.20	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	842.99	757.01	52.69	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	124,059.02	23,540.98	84.05	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	2,198.65	1,801.35	54.97	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	126,257.67	25,342.33	83.28	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	190,717.66			280,151.66

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	36,914.72	1,914.72	105.47	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	2,798.23	173.23	106.60	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	2,805.73	127.73	104.77	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	59.25	59.25	.00	.00
TOTAL PERSONAL SERVICES	40,803.00	40,803.00	43,036.54	2,233.54	105.47	30,927.91
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	302.23	(697.77)	30.22	287.15
TOTAL SUPPLIES	1,000.00	1,000.00	302.23	(697.77)	30.22	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	2,032.29	(967.71)	67.74	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	5,029.12	(1,770.88)	73.96	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	283.51	183.51	283.51	.00
901-49500-340 ADVERTISING	300.00	300.00	42.00	(258.00)	14.00	274.15
TOTAL OTHER SERVICES AND CHA	14,250.00	14,250.00	9,261.92	(4,988.08)	65.00	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	104.08	(295.92)	26.02	150.56
901-49500-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	2,883.00	883.00	144.15	5,480.22
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	454.00	(546.00)	45.40	499.00
TOTAL MISCELLANEOUS	5,400.00	5,400.00	3,441.08	(1,958.92)	63.72	6,129.78
TOTAL LOW RENT ADMINISTRATION	61,453.00	61,453.00	56,041.77	(5,411.23)	91.19	48,994.86

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	4,757.43	3,957.43	594.68	5,727.38
	<i>TOTAL SUPPLIES</i>	800.00	800.00	4,757.43	3,957.43	594.68	5,727.38
	TOTAL LOW RENT TENANT SERVICE	800.00	800.00	4,757.43	3,957.43	594.68	5,727.38

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	2,330.14	(4,552.86)	33.85	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	2,350.15	(4,732.85)	33.18	6,071.70
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	30,000.00	30,000.00	27,712.51	(2,287.49)	92.38	29,202.44
901-49700-360 INSURANCE AND BONDS	11,364.00	11,364.00	7,363.00	(4,001.00)	64.79	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	28,506.55	(7,493.45)	79.18	34,403.52
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	5,290.25	(5,209.75)	50.38	8,367.36
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	1,003.71	(5,496.29)	15.44	2,899.01
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	1,972.48	(1,027.52)	65.75	3,101.87
TOTAL OTHER SERVICES AND CHA	111,364.00	111,364.00	71,848.50	(39,515.50)	64.52	100,374.20
<i>MISCELLANEOUS</i>						
901-49700-401 BRIDGE PARK ASBESTOS ABATEMEN	.00	.00	649,201.08	649,201.08	.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	794,624.18	735,624.18	1,346.82	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	869,283.37	654,936.37	405.55	185,389.07

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	930,082.57			240,091.31
NET REVENUES OVER EXPENDITURE	.00	.00	(739,364.91)			40,060.35

CITY OF CAMBRIDGE
BALANCE SHEET
SEPTEMBER 30, 2019

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10010	CASH AND INVESTMENTS	(3,866.81)
902-10200	EDA OPERATING ACCT-SECTION 8	140,337.11
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)
		136,579.30
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	2,789.01
		2,789.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	118,736.75
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	15,053.54
		15,053.54
	TOTAL FUND EQUITY	133,790.29
	TOTAL LIABILITIES AND EQUITY	136,579.30

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	54,265.00	(6,265.00)	113.05	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	54,265.00	(6,265.00)	113.05	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	80.16	(80.16)	.00	115.90
TOTAL INTEREST	.00	.00	80.16	(80.16)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	54,345.16			66,802.90

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	35,674.71	(8,325.29)	81.08	42,225.88
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>47,000.00</u>	<u>47,000.00</u>	<u>37,549.71</u>	<u>(9,450.29)</u>	<u>79.89</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>37,549.71</u></u>	<u><u>(10,450.29)</u></u>	<u><u>78.23</u></u>	<u><u>43,325.88</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	225,424.00	225,424.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(224,291.00)	(224,291.00)	.00	(326,713.00)
902-49775-376 URP PORT REC	.00	.00	450.00	450.00	.00	555.00
902-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	158.91	158.91	.00	.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	1,741.91	1,741.91	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	1,741.91	1,741.91	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	39,291.62			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	15,053.54			23,477.02

CITY OF CAMBRIDGE
BALANCE SHEET
SEPTEMBER 30, 2019

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10010	CASH AND INVESTMENTS	(188.39)
903-10102	INVESTMENTS--PBC		372,924.35
903-10200	EDA HOUSING DIV OPERATING CASH		13,975.09
	TOTAL ASSETS		<u>386,711.05</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		10,472.92
	BALANCE - CURRENT DATE		<u>10,472.92</u>
	TOTAL FUND EQUITY		<u>386,711.05</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,711.05</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	1,701.35	(701.35)	170.14	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	1,701.35	(701.35)	170.14	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	 11,527.85			 18,472.51

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	980.00	(1,120.00)	46.67	1,855.00
903-49500-122 FICA/MEDICARE (EMPLOYER)	161.00	161.00	74.93	(86.07)	46.54	141.86
<i>TOTAL FUNCTION 1</i>	<u>2,261.00</u>	<u>2,261.00</u>	<u>1,054.93</u>	<u>(1,206.07)</u>	<u>46.66</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>
TOTAL OTHER HOUSING BUS ACTIV	<u><u>16,000.00</u></u>	<u><u>16,000.00</u></u>	<u><u>1,054.93</u></u>	<u><u>(14,945.07)</u></u>	<u><u>6.59</u></u>	<u><u>1,996.86</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	1,054.93			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	10,472.92			16,475.65

CITY OF CAMBRIDGE
BALANCE SHEET
SEPTEMBER 30, 2019

CAPITAL FUND PROGRAM-HUD

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

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	<u>36,000.00</u>	<u>36,000.00</u>	<u>74,816.42</u>			<u>31,915.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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 9 MONTHS ENDING SEPTEMBER 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
 SEPTEMBER 30, 2019

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10200	EDA OPERATING ACCT-SECTION 8	(<u>10,045.32)</u>
	TOTAL ASSETS		<u>(10,045.32)</u>
<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		<u>9,622.04</u>
	BALANCE - CURRENT DATE		<u>9,622.04</u>
	TOTAL FUND EQUITY		<u>(10,045.32)</u>
	TOTAL LIABILITIES AND EQUITY		<u>(10,045.32)</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	364,455.00	(12,455.00)	103.54	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	364,455.00	(12,455.00)	103.54	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	 364,455.00			 410,949.77

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	347,878.00	(4,322.00)	98.77	403,246.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	6,498.00	6,498.00	.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>354,832.96</u>	<u>2,632.96</u>	<u>100.75</u>	<u>415,412.66</u>
TOTAL HAP EXPENDITURES	<u>352,200.00</u>	<u>352,200.00</u>	<u>354,832.96</u>	<u>2,632.96</u>	<u>100.75</u>	<u>415,412.66</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	354,832.96			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	9,622.04			(4,462.89)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	217,884.02	7,115.98	96.84	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	217,884.02	7,115.98	96.84	247,078.28
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	200,000.00	200,000.00	200,000.00	.00	100.00	75,000.00
TOTAL TRANSFERS FROM OTHER FU	200,000.00	200,000.00	200,000.00	.00	100.00	75,000.00
TOTAL FUND REVENUE	<u>427,000.00</u>	<u>427,000.00</u>	<u>417,884.02</u>			<u>326,429.74</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	72,203.21	(22,419.79)	76.31	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	5,415.24	(1,873.76)	74.29	6,746.16
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	5,360.02	(2,073.98)	72.10	6,945.31
205-41930-131 MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	13,793.10	(3,320.90)	80.60	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	59.30	(40.70)	59.30	73.35
TOTAL PERSONAL SERVICES	133,574.00	133,574.00	98,706.65	(34,867.35)	73.90	125,675.66
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	250.00	250.00	99.65	(150.35)	39.86	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	319.63	(3,430.37)	8.52	1,360.86
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	4,188.00	188.00	104.70	3,423.50
205-41930-313 IT MGMT & BACKUP	2,700.00	2,700.00	2,032.29	(667.71)	75.27	2,709.72
205-41930-321 TELEPHONE/CELLULAR	900.00	900.00	822.22	(77.78)	91.36	945.55
205-41930-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	334.27	(665.73)	33.43	476.64
205-41930-334 MILEAGE REIMBURSEMENT	800.00	800.00	555.29	(244.71)	69.41	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	265.00	(1,285.00)	17.10	343.00
205-41930-381 ELECTRIC UTILITIES	1,000.00	1,000.00	1,877.74	877.74	187.77	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	2,468.75	2,168.75	822.92	890.84
TOTAL OTHER SERVICES & CHARG	14,450.00	14,450.00	12,635.56	(1,814.44)	87.44	13,980.64

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
205-41930-404	REP & MAINT LABOR VEH/EQUIP	.00	.00	100.00	100.00	.00
205-41930-407	HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	11,455.44	1,455.44	114.55
205-41930-430	MISCELLANEOUS	.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
205-41930-440	SCHOOLS & MEETINGS	1,500.00	1,500.00	1,911.50	411.50	127.43
205-41930-450	TAX ABATEMENT-MAIN & 65 LLC	.00	.00	.00	.00	6,188.16
205-41930-451	TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	14,668.38	14,668.38	.00
205-41930-484	NLX ACTIVITIES	8,357.00	8,357.00	8,356.00	(1.00)	99.99
205-41930-485	PROPERTY TAXES	3,000.00	3,000.00	.00	(3,000.00)	.00
205-41930-489	IND PARK MARKETING	9,500.00	9,500.00	1,000.00	(8,500.00)	10.53
205-41930-497	EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	(3,000.00)	.00
	<i>TOTAL MISCELLANEOUS</i>	36,857.00	36,857.00	39,456.32	2,599.32	107.05
	TOTAL EDA ADMINISTRATION	188,631.00	188,631.00	151,118.16	(37,512.84)	80.11

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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	20,940.39	(6,283.61)	76.92	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	3,935.74	935.74	131.19	6,593.05
205-47000-121 PERA (EMPLOYER)	2,192.00	2,192.00	1,570.53	(621.47)	71.65	1,977.60
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,236.00	2,236.00	1,847.76	(388.24)	82.64	2,448.39
205-47000-131 MEDICAL/DENTAL/LIFE	8,557.00	8,557.00	6,890.43	(1,666.57)	80.52	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	29.65	(70.35)	29.65	36.75
TOTAL PERSONAL SERVICES	46,562.00	46,562.00	35,770.84	(10,791.16)	76.82	47,396.61
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	144.99	(55.01)	72.50	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	5,770.91	(9,229.09)	38.47	11,127.07
205-47000-240 SMALL TOOLS	.00	.00	15.12	15.12	.00	.00
TOTAL SUPPLIES	15,325.00	15,325.00	5,975.00	(9,350.00)	38.99	11,347.48
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	197.55	(152.45)	56.44	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	4,921.20	(78.80)	98.42	6,052.27
205-47000-381 ELECTRIC UTILITIES	22,000.00	22,000.00	11,456.85	(10,543.15)	52.08	18,183.11
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	3,783.34	(1,916.66)	66.37	4,764.76
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	1,818.40	(4,181.60)	30.31	3,651.01
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	3,239.17	(1,260.83)	71.98	3,655.90
TOTAL OTHER SERVICES & CHARG	43,550.00	43,550.00	25,416.51	(18,133.49)	58.36	37,111.32
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	33,902.35	17,902.35	211.89	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	2,350.00	.00	100.00	.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	38,945.65	(37,904.35)	50.68	136,005.64
TOTAL MALL OPERATING EXPENSE	182,287.00	182,287.00	106,108.00	(76,179.00)	58.21	231,861.05

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 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 9 MONTHS ENDING SEPTEMBER 30, 2019

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	<u>370,918.00</u>	<u>370,918.00</u>	<u>257,226.16</u>			<u>458,435.13</u>
NET REVENUES OVER EXPENDITURE	<u>56,082.00</u>	<u>56,082.00</u>	<u>160,657.86</u>			<u>(132,005.39)</u>

CAMBRIDGE EDA MEETING
November 18, 2019
BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
ACH-Section 8 Business (see attached)	10/1/2019	n/a	51,930.59
ACH-Section 8 Individuals (see attached)	10/1/2019	n/a	10,719.00
Prepaid Totals			<u>62,649.59</u>

TOTAL SUBMITTED FOR APPROVAL

\$62,649.59

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 10/1/2019-10/31/2019.

Caroline Moe 11/12/19
Caroline Moe, Director of Finance signature & date

Deb Barrett 11/12/19
Deb Barrett, Housing Supervisor signature & date

Date: 09/27/2019

Peoples Bank of Commerc / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000213

Created On: 09/27/2019

<u>Name</u>	<u>Amount</u>
Theresa Brunnette	\$847.00
Bungalows of Chisago L	\$1,154.00
Calhoun Apartments	\$1,099.00
Cambridge Square Assoc	\$931.00
Cambridge Town Square	\$1,383.00
Liu's Real Estate Deve	\$6,821.00
PG Companies Redwing A	\$1,055.00
DJ Properties of Stanc	\$1,050.00
Elmhurst Apt. c/o Lifs	\$237.00
Erlandson - Nelson Con	\$559.00
Haven Properties	\$340.00
New Challenges, Inc.	\$5,000.00
Isanti Village Apartme	\$1,093.00
Kaizen Property Soluti	\$1,054.00
Kestrel Meadows Townho	\$3,796.00
Legacy Townhomes	\$3,242.00
Main Street Flats LP	\$920.00
Allen Moulton	\$291.00
Osmium Holdings LLC	\$950.00
NETA Property Manageme	\$596.00
Normandy Townhomes	\$4,295.00
North Branch Senior Ho	\$338.00
Oakhurst Apartments	\$355.00
Oakview Terrace Townho	\$3,528.00
Pine Village LLC	\$97.00
Rush Oaks Apartments	\$389.00
Sunrise Court Apartmen	\$1,126.00
Sunset Assets LLC	\$603.00
Taylors Falls Villas	\$581.00
Tower Terrace Limited	\$4,424.00
Virginia HRA	\$364.59
Wyoming Limited Partne	\$1,473.00
Wyoming Limited Partne	\$1,939.00
Cambridge EDA	\$-51,930.59
Batch Total:	\$0.00

Date: 09/27/2019

Peoples Bank of Commerce / Cambridge EDA

Page: 1

ACH Transaction Report

Batch #: 000214

Created On: 09/27/2019

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$486.00
Bohmer, John	\$703.00
Dean & Jennifer Bondes	\$936.00
Charles Satak	\$585.00
David Findell	\$554.00
Elmer D. Harp	\$584.00
Jenell King	\$709.00
John Maher	\$377.00
Brian Leet	\$359.00
Michael Doran	\$548.00
Loral Myers	\$242.00
Ordeen Splittstoser	\$266.00
Randall Propp	\$593.00
Richard Berget	\$256.00
Robert Blaisdell-Blais	\$458.00
Robert Blaisdell	\$1,150.00
Robert Mattson	\$585.00
Steve Baker	\$797.00
Paul & Bethany Stiles	\$531.00
Cambridge EDA	\$-10,719.00
Batch Total:	\$0.00

CAMBRIDGE EDA MEETING
November 18, 2019
BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For Approval
Prepaid Checks	10/9/2019	114936 - 115010	8,983.19
Prepaid Checks	10/22/2019	115025 - 115101	6,626.71
Prepaid Checks	10/30/2019	115119 - 115162	1,352.83
Prepaid Checks	11/6/2019	115178 - 115235	7,694.18
Prepaid Totals			24,656.91

TOTAL SUBMITTED FOR APPROVAL

\$24,656.91

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 10/3/19-11/8/2019.

Caroline Moe 11/8/19
Caroline Moe, Director of Finance signature & date

Linda Gerlach 11-8-19
Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
596	Bloomquist Electric Inc	Repair Lot Lights	165.00
	Total 596:		165.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1690	Ecowater Systems	Repair & Maint Equipment - Bridge Park	836.62
	Total 1690:		836.62
2456	HDS, LLC	Annual License and Support Contract	1,980.00
	Total 2456:		1,980.00
2474	I & S Group, Inc.	Progress Billing for Professional Services	1,000.00
	Total 2474:		1,000.00
3521	Menards	Materials - Bridge Park	322.52
	Total 3521:		322.52
4011	NAC Mechanical & Electrical Serv	Fall Semi-Annual Maintenance	1,019.70
	Total 4011:		1,019.70
4131	Nordberg's Electric Supply Inc	GFI Unit 305, Exit Sign - Bridge Park	272.49
	Total 4131:		272.49
4886	Roof Tech	Roof Repairs - Cambridge City Hall/Mall	402.71
	Total 4886:		402.71
5191	St. Paul Electrical Workers Health	Health Insurance Premium - November	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - November	771.00
	Total 5191:		2,313.00
5251	Star	Public Notice EDA Annual PHA Plan	4.50
	Total 5251:		4.50
5431	Ted's Complete Appliance	Repairs - Bridge Park	135.00
	Total 5431:		135.00
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	232.57
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	294.83

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/09/2019	114936	596	Bloomquist Electric Inc	205-20100	165.00
10/19	10/09/2019	114943	1140	Cintas Corporation	205-20100	4.25
10/19	10/09/2019	114952	1690	Ecowater Systems	901-20100	836.62
10/19	10/09/2019	114961	2456	Housing Data Systems, Inc	901-20100	1,980.00
10/19	10/09/2019	114963	2474	I & S Group, Inc.	205-20100	1,000.00
10/19	10/09/2019	114974	3521	Menards	901-20100	322.52
10/19	10/09/2019	114984	4011	NAC Mechanical & Electrical Services	205-20100	1,019.70
10/19	10/09/2019	114988	4131	Nordberg's Electric Supply Inc	901-20100	272.49
10/19	10/09/2019	114995	4886	Roof Tech	205-20100	402.71
10/19	10/09/2019	114997	5191	SPEW Health Plan	205-20100	2,313.00
10/19	10/09/2019	114998	5251	Star	901-20100	4.50
10/19	10/09/2019	115001	5431	Ted's Appliance	901-20100	135.00
10/19	10/09/2019	115010	5878	Waste Management of WI-MN	205-20100	527.40
Grand Totals:						<u>8,983.19</u>

Vendor	Vendor Name	Description	Net Invoice Amount
555	Business Essentials	Maintenance Supplies - Mall	96.70
Total 555:			96.70
969	Cardmember Service	Parking - S. Gustafson	9.00
Total 969:			9.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			8.50
3056	Lake Superior Laundry Inc.	Mall Rugs	62.10
Total 3056:			62.10
3376	Marco Technologies LLC	Service Cameras - Mall	45.50
Total 3376:			45.50
3521	Menards	Maintenance Supplies - Mall	10.21
3521	Menards	Maintenance Supplies - Mall	.57
3521	Menards	Materials - Operating Supplies - Bridge Park	53.89
3521	Menards	Maintenance Supplies - Mall	25.96
3521	Menards	Materials - Operating Supplies - Bridge Park	29.94
Total 3521:			120.57
3933	Mora HRA	October Contracted Section 8 Administration	3,813.84
Total 3933:			3,813.84
4211	Northland Fire Protection	Install IP Communicator, Fire Alarm Monitoring	1,500.00
Total 4211:			1,500.00
5965	White Bear IT Solutions LLC	Hardware SonicWALL, Service - Bridge Park	647.00
5965	White Bear IT Solutions LLC	Hardware SonicWALL, Service - Bridge Park	323.50
Total 5965:			970.50
Grand Totals:			6,626.71

Dated: _____

10/22/19

City Treasurer: _____

Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/22/2019	115025	555	Business Essentials	205-20100	96.70
10/19	10/22/2019	115027	969	Cardmember Service	205-20100	9.00
10/19	10/22/2019	115031	1140	Cintas Corporation	205-20100	8.50
10/19	10/22/2019	115053	3056	Lake Superior Laundry Inc.	205-20100	62.10
10/19	10/22/2019	115058	3376	Marco Technologies LLC	205-20100	45.50
10/19	10/22/2019	115061	3521	Menards	901-20100	120.57
10/19	10/22/2019	115065	3933	Mora HRA	902-20100	3,813.84
10/19	10/22/2019	115070	4211	Northland Fire Protection	901-20100	1,500.00
10/19	10/22/2019	115101	5965	White Bear IT Solutions LLC	901-20100	970.50
Grand Totals:						6,626.71

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	160.68
	Total 1686:		160.68
1716	Ehlers & Associates, Inc.	TIF/Tax Abatement Assistance - Housing Projec	600.00
	Total 1716:		600.00
3056	Lake Superior Laundry Inc.	Mall Rugs	62.10
	Total 3056:		62.10
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base	10.13
	Total 3543:		10.13
4661	Quill Corporation	Office Supplies - Bridge Park	133.25
	Total 4661:		133.25
5058	SAC's Enrichment Center	Manufacturing Appreciation Breakfast	170.00
	Total 5058:		170.00
5686	U.S. Postal Service	Postage - Bridge Park	55.00
	Total 5686:		55.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	126.03
5801	Verizon Wireless	wireless phone service - Economic Developmen	32.92-
5801	Verizon Wireless	wireless phone service - Maintenance Dept	21.44
5801	Verizon Wireless	wireless phone service - Bridge Park	42.87
	Total 5801:		157.42
	Grand Totals:		1,352.83

Dated: 10/30/19City Treasurer: Caroline More

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/30/2019	115119	1140	Cintas Corporation	205-20100	4.25
10/19	10/30/2019	115126	1686	Ecolab Pest Elimination Div.	901-20100	160.68
10/19	10/30/2019	115127	1716	Ehlers & Associates, Inc.	205-20100	600.00
10/19	10/30/2019	115138	3056	Lake Superior Laundry Inc.	205-20100	62.10
10/19	10/30/2019	115143	3543	Metro Sales, Inc.	901-20100	10.13
10/19	10/30/2019	115153	4661	Quill Corporation	901-20100	133.25
10/19	10/30/2019	115155	5058	SAC's Enrichment Center	205-20100	170.00
10/19	10/30/2019	115161	5686	U.S. Postal Service	901-20100	55.00
10/19	10/30/2019	115162	5801	Verizon Wireless	901-20100	157.42
Grand Totals:						1,352.83

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1602	Duff Consulting, LLC	Property Maintenance Services - Lawn Mowing	1,275.00
	Total 1602:		1,275.00
1686	Ecolab Pest Elimination Div.	Materials / Operating Supplies - Bridge Park	125.71
	Total 1686:		125.71
2362	Hendren, Judith	Refund Security Deposit and Interest - Unit 307	568.80
	Total 2362:		568.80
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	233.77
	Total 3006:		233.77
3076	Lakes Telecom Inc.	Door Repair - Bridge Park Apts	356.00
	Total 3076:		356.00
3501	MEI Total Elevator Solutions	November Service Billing	253.03
	Total 3501:		253.03
3521	Menards	Maintenance Supplies - Mall	32.05
3521	Menards	Small Tools - Maintenance	7.62
3521	Menards	Small Tools - Maintenance	2.74
	Total 3521:		42.41
4171	Northern Business Products, Inc.	Office Supplies - Economic Development	16.89
	Total 4171:		16.89
4737	Real Estate Publishing Corporatio	REJournals Conference Industrial Summit Spon	1,000.00
	Total 4737:		1,000.00
4987	Scott Olson Construction	October Mowing & Fall Leaf Clean Up - Bridge	457.50
	Total 4987:		457.50
5191	St. Paul Electrical Workers Health	Health Insurance Premium - December	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - December	771.00
	Total 5191:		2,313.00

Vendor	Vendor Name	Description	Net Invoice Amount
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	203.10
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	393.10
Total 5878:			596.20
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:			7,694.18

Dated: _____

11/6/19

City Treasurer: _____

Caroline Nove

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/19	11/06/2019	115178	1140	Cintas Corporation	205-20100	4.25
11/19	11/06/2019	115184	1602	Duff Companies, LLC	205-20100	1,275.00
11/19	11/06/2019	115185	1686	Ecolab Pest Elimination Div.	901-20100	125.71
11/19	11/06/2019	115192	2362	Judith Hendren	901-20100	568.80
11/19	11/06/2019	115198	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	233.77
11/19	11/06/2019	115199	3076	Lakes Telecom Inc.	901-20100	356.00
11/19	11/06/2019	115202	3501	MEI Total Elevator Solutions	901-20100	253.03
11/19	11/06/2019	115203	3521	Menards	205-20100	42.41
11/19	11/06/2019	115210	4171	Northern Business Products, Inc.	205-20100	16.89
11/19	11/06/2019	115218	4737	Real Estate Publishing Corporation	205-20100	1,000.00
11/19	11/06/2019	115220	4987	Scott Olson Construction	901-20100	457.50
11/19	11/06/2019	115222	5191	SPEW Health Plan	205-20100	2,313.00
11/19	11/06/2019	115232	5878	Waste Management of WI-MN	205-20100	596.20
11/19	11/06/2019	115235	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						<u>7,694.18</u>