

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes – June 15, 2020**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, June 15, 2020 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, Joe Morin, Lisa Iverson, and Jim Godfrey.  
Members Absent: 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 5:45 p.m.

**Approval of Agenda**

Morin moved, seconded by Iverson, to approve the agenda. Upon roll call, the motion carried unanimously.

**Consent Agenda**

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

- A. Approval of May 18, 2020 meeting minutes
- B. Approve EDA Draft April 2020 Financial Statements
- C. Housing Division May 2020 Bills ACH only, Totaling \$68,661.00
- D. Approve EDA Admin Division Bills Checks #116701 - #116919 Totaling \$10,626.66
- E. Housing Supervisor's Monthly 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**

*Update on Project to Increase Collaboration with Mora HRA and Braham HRA*

Moe provided background information regarding the grant applied for by the Mora HRA, to study the potential merger of the Cambridge Housing activities, the Braham HRA, and the Mora HRA. The Cambridge EDA had previously approved Resolution R19-021 in July 2019 supporting the exploration of a joint power agreement, collaboration, or merger between the Cambridge EDA Housing Division, and the Mora HRA. Moe said there have been three meetings with representatives of each group. The first meeting focused on the introduction of representatives and discussion of the objectives of the grant, and the next two focused on

specific options related to increased collaboration in regards to both Bridge Park and Section 8 Voucher management.

Moe stated that due to restrictions with the bylaws for the Mora HRA, they are unable to assume the ownership for Bridge Park, or play a management role, unless there are significant staffing changes. As a result, Moe recommended that no changes occur with Bridge Park management at this time. A joint county collaboration was also discussed at the meetings, but Moe said there were not enough structural components in place for that to proceed either. She did recommend the board begin the voluntary transfer of the Cambridge EDA's Section 8 Voucher Grant to the Mora HRA. Moe stated that they already administer the Cambridge Section 8 Voucher Grant for residents of Isanti and Chisago counties under a contractual agreement, along with administering their own Section 8 Voucher Grant to residents of Kanabec and Pine counties. She said the voluntary transfer process is fairly simple, and the impact on the Cambridge EDA staff will be minimal. Council members determined that they would like to take further steps towards this voluntary transfer. Moe stated she would prepare a staff report and resolution to be presented at the July 20, 2020 EDA meeting for approval.

#### **New Business**

##### *Bridge Park Capital Project- Gazebo Rehab*

Barret stated that one of our 2019 Capital projects approved by the Board was to make repairs, rescreen and paint the Gazebo at Bridge Park. She said the work was delayed due to the Asbestos Project that was done in 2019. Staff is now looking for Board approval to solicit bids from local contractors and also advertise a request for bids on the City of Cambridge web-site. Bid solicitation would start June 22, 2020 and would be due August 11, 2020. Barret said staff is expecting the contract for the work would be approved at the August 17, 2020 Board meeting, and the work would be completed by October 15, 2020. Iverson moved, seconded by Morin, to approve staff to solicit bids for repairs, rescreen and painting of the Gazebo at Bridge Park. Motion passed unanimously.

##### *Approve Deferment, Temporary Reduction of Lease Payments and Repayment Plan for The Gamers Den City Center Mall Suites 156, 142 & 174*

Gustafson informed the members that The Gamers Den is requesting a deferment, or temporary reduction, of their lease payments for June, July, and August. They had previously requested the deferment of their April and May payments, but the COVID-19 pandemic has placed financial stress on their business through the closure. They have provided a letter to the EDA members with some proposed payment options, and have included plans to try to increase their sales while still maintaining safety and social distancing. Gustafson said The Gamers Den currently leases suites 174, 156, and 142 for a combined rent of \$2,366 per month. He said there are two options for them moving forward with payments and any rent that is past due.

Option 1 would be to defer the payments from April, May, June, July, and August. Normal lease payments would start again in September 2020, and they would need to start repaying the

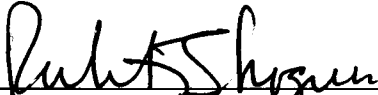
deferred payments. They would have up to one year to bring all payments current. Option 2 would provide a flat payment rate of \$1,200 for the months of April, May, June, July, and August. Normal rent payments would start again in September 2020, and they would have up to one year to repay any past due rent amounts and bring them current. Morin moved, seconded by Iverson, to approve Option 2 with a flat lease payment of \$1,200 from April 2020 through August 2020. Normal lease payments would resume September 2020 with up to one year to repay any past due amounts and bring them current. Motion passed unanimously.

*Approve Parking Lot Light Replacement With LED Lights*

Gustafson said staff is requesting approval for eight parking lot lights to be replaced with LED lights. The parking lot lights cover both the City Hall and City Mall areas. Gustafson said the City has been converting lights over to LED for better efficiency, and has received three proposals from Apadana, LLC, Innovative Alliance, and Light the Lamp. The proposals included the cost of installation, products, recycling, and their assistance in the rebate process through ECE. The members discussed the different options and decided they would like to stay with American made products. Godfrey moved, seconded by Shogren to approve Apadana, LLC to replace and install the eight parking lot lamps, and to authorize the Mayor and the City Administrator to sign the contract. Motion passed unanimously.

**Adjournment**

Godfrey moved, seconded by Iverson, to adjourn the meeting at 6:05 p.m. Motion carried unanimously.

  
\_\_\_\_\_  
Bob Shogren, President

ATTEST:

  
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Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2020

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10200	EDA OPERATING ACCOUNT-LOW RENT	168,813.37	
901-15500	PREPAID EXPENSES	323.50	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,232,140.52	
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	42,422.71	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,728,326.20)	
	<b>TOTAL ASSETS</b>		<u><u>538,704.25</u></u>

LIABILITIES AND EQUITY

LIABILITIES

901-22600	TENANT SECURITY DEPOSITS	31,473.27	
	<b>TOTAL LIABILITIES</b>		<u>31,473.27</u>

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	187,110.44	
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)	
	<b>UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD</b>	<u>18,564.77</u>	
	<b>BALANCE - CURRENT DATE</b>	<u>18,564.77</u>	
	<b>TOTAL FUND EQUITY</b>		<u><u>507,230.98</u></u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>538,704.25</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	24,693.00	50,307.00	32.92	76,779.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	24,693.00	50,307.00	32.92	76,779.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36210 INTEREST EARNINGS	500.00	500.00	58.18	441.82	11.64	881.12
TOTAL INTEREST & MISC INCOME	500.00	500.00	58.18	441.82	11.64	881.12
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,000.00	147,000.00	61,487.00	85,513.00	41.83	170,319.02
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	1,150.86	2,849.14	28.77	3,097.48
TOTAL RENTAL INCOME	151,000.00	151,000.00	62,637.86	88,362.14	41.48	173,416.50
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	74,816.42
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	74,816.42
TOTAL FUND REVENUE	<u>261,500.00</u>	<u>261,500.00</u>	<u>87,389.04</u>			<u>325,893.04</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	30,000.00	30,000.00	17,446.60	( 12,553.40)	58.16	32,010.47
901-49500-104	ADMIN PART-TIME - OVERTIME	.00	.00	.00	.00	.00	395.22
901-49500-121	PERA (EMPLOYER)	2,250.00	2,250.00	1,308.50	( 941.50)	58.16	2,430.42
901-49500-122	FICA/MEDICARE (EMPLOYER)	2,295.00	2,295.00	1,231.47	( 1,063.53)	53.66	2,417.79
901-49500-131	MEDICAL/LIFE/DENTAL	.00	.00	4,818.75	4,818.75	.00	.00
901-49500-151	WORKERS' COMPENSATION PREMIU	227.00	227.00	31.10	( 195.90)	13.70	95.99
901-49500-154	HRA/FLEX FEES	.00	.00	31.05	31.05	.00	73.35
<b>TOTAL PERSONAL SERVICES</b>		<b>34,772.00</b>	<b>34,772.00</b>	<b>24,867.47</b>	<b>( 9,904.53)</b>	<b>71.52</b>	<b>37,423.24</b>
<i>SUPPLIES</i>							
901-49500-201	OFFICE SUPPLY	1,000.00	1,000.00	508.50	( 491.50)	50.85	769.51
<b>TOTAL SUPPLIES</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>508.50</b>	<b>( 491.50)</b>	<b>50.85</b>	<b>769.51</b>
<i>OTHER SERVICES AND CHARGES</i>							
901-49500-304	LEGAL FEES	700.00	700.00	.00	( 700.00)	.00	208.00
901-49500-306	AUDITING	3,000.00	3,000.00	2,000.00	( 1,000.00)	66.67	1,875.00
901-49500-313	IT MGMT & BACKUP	3,000.00	3,000.00	1,776.80	( 1,223.20)	59.23	2,709.72
901-49500-321	TELEPHONE EXPENSE	6,800.00	6,800.00	1,438.52	( 5,361.48)	21.15	7,462.42
901-49500-322	POSTAGE	50.00	50.00	55.00	5.00	110.00	55.00
901-49500-331	TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	283.51
901-49500-340	ADVERTISING	300.00	300.00	.00	( 300.00)	.00	46.50
<b>TOTAL OTHER SERVICES AND CHA</b>		<b>13,950.00</b>	<b>13,950.00</b>	<b>5,270.32</b>	<b>( 8,679.68)</b>	<b>37.78</b>	<b>12,640.15</b>
<i>MISCELLANEOUS</i>							
901-49500-409	LICENSE & SUPPORT CONTRACT	2,500.00	2,500.00	.00	( 2,500.00)	.00	.00
901-49500-413	RENTALS - OFFICE EQUIPMENT	400.00	400.00	45.15	( 354.85)	11.29	133.72
901-49500-433	DUES AND SUBSCRIPTIONS	600.00	600.00	2,524.00	1,924.00	420.67	3,003.00
901-49500-440	STAFF TRAINING	994.00	994.00	85.00	( 909.00)	8.55	454.00
<b>TOTAL MISCELLANEOUS</b>		<b>4,494.00</b>	<b>4,494.00</b>	<b>2,654.15</b>	<b>( 1,839.85)</b>	<b>59.06</b>	<b>3,590.72</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>		<b>54,216.00</b>	<b>54,216.00</b>	<b>33,300.44</b>	<b>( 20,915.56)</b>	<b>61.42</b>	<b>54,423.62</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	5,500.00	5,500.00	928.54	( 4,571.46)	16.88	8,639.49
<i>TOTAL SUPPLIES</i>	5,500.00	5,500.00	928.54	( 4,571.46)	16.88	8,639.49
<b>TOTAL LOW RENT TENANT SERVICE</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>928.54</b>	<b>( 4,571.46)</b>	<b>16.88</b>	<b>8,639.49</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	24,000.00	24,000.00	.00	( 24,000.00)	.00	16,152.59
901-49700-121 PERA (EMPLOYER)	1,800.00	1,800.00	.00	( 1,800.00)	.00	1,200.39
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,836.00	1,836.00	.00	( 1,836.00)	.00	1,235.68
901-49700-151 WORKERS' COMPENSATION PREMIU	1,584.00	1,584.00	294.55	( 1,289.45)	18.60	654.36
<b>TOTAL PERSONAL SERVICES</b>	<b>29,220.00</b>	<b>29,220.00</b>	<b>294.55</b>	<b>( 28,925.45)</b>	<b>1.01</b>	<b>19,243.02</b>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	512.50	( 3,487.50)	12.81	2,951.98
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	20.01
<b>TOTAL SUPPLIES</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>512.50</b>	<b>( 3,687.50)</b>	<b>12.20</b>	<b>2,971.99</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	32,000.00	32,000.00	15,706.04	( 16,293.96)	49.08	35,120.07
901-49700-360 INSURANCE AND BONDS	11,364.00	11,364.00	.00	( 11,364.00)	.00	10,003.00
901-49700-370 PAYMENT IN LIEU OF TAXES	13,000.00	13,000.00	.00	( 13,000.00)	.00	12,459.00
901-49700-381 ELECTRIC UTILITIES	36,000.00	36,000.00	14,016.48	( 21,983.52)	38.93	35,194.08
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	2,378.18	( 8,121.82)	22.65	7,245.59
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	383.04	( 6,116.96)	5.89	1,365.38
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	1,304.50	( 1,695.50)	43.48	2,670.72
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>112,364.00</b>	<b>112,364.00</b>	<b>33,788.24</b>	<b>( 78,575.76)</b>	<b>30.07</b>	<b>104,057.84</b>
<i>MISCELLANEOUS</i>						
901-49700-401 BRIDGE PARK ASBESTOS ABATEMEN	.00	.00	.00	.00	.00	620,701.08
901-49700-402 BRIDGE PARK PROJ MGMT-ASBEST	.00	.00	.00	.00	.00	33,500.00
901-49700-403 BRIDGE PARK ASB ABATE LODGING	.00	.00	.00	.00	.00	69,463.10
901-49700-404 BRIDGE PARK ASB ABATE FOOD REI	.00	.00	.00	.00	.00	42,460.00
901-49700-420 DEPRECIATION EXPENSE	50,000.00	50,000.00	.00	( 50,000.00)	.00	41,142.82
<b>TOTAL MISCELLANEOUS</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>.00</b>	<b>( 50,000.00)</b>	<b>.00</b>	<b>807,267.00</b>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
<b>TOTAL IMPROVEMENTS/BETTERM</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>.00</b>	<b>( 6,000.00)</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL LOW RENT MAINTENANCE</b>	<b>201,784.00</b>	<b>201,784.00</b>	<b>34,595.29</b>	<b>( 167,188.71)</b>	<b>17.14</b>	<b>933,539.85</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	261,500.00	261,500.00	68,824.27			996,602.96
NET REVENUES OVER EXPENDITURE	.00	.00	18,564.77			( 670,709.92)

CITY OF CAMBRIDGE  
 BALANCE SHEET  
 APRIL 30, 2020

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	145,214.54	
902-11500	ACCOUNTS RECEIVABLE	830.59	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 4,475.39)	
	TOTAL ASSETS		<u>146,045.13</u>

LIABILITIES AND EQUITY

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	141,667.29	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>4,377.84</u>	
	BALANCE - CURRENT DATE	<u>4,377.84</u>	
	TOTAL FUND EQUITY		<u>146,045.13</u>
	TOTAL LIABILITIES AND EQUITY		<u>146,045.13</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	47,800.00	47,800.00	23,699.00	24,101.00	49.58	73,512.00
TOTAL INTERGOVERNMENTAL REVE	47,800.00	47,800.00	23,699.00	24,101.00	49.58	73,512.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	150.00	150.00	.00	150.00	.00	2,188.45
TOTAL RENTAL INCOME	150.00	150.00	.00	150.00	.00	2,188.45
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	50.00	50.00	50.22	( .22)	100.44	115.38
TOTAL INTEREST	50.00	50.00	50.22	( .22)	100.44	115.38
 TOTAL FUND REVENUE	 <u>48,000.00</u>	 <u>48,000.00</u>	 <u>23,749.22</u>			 <u>75,815.83</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>SECT 8 ADMINISTRATIVE</b>							
<i>OTHER SERVICES AND CHARGES</i>							
902-49500-306	AUDIT FEES	3,000.00	3,000.00	3,200.00	200.00	106.67	1,875.00
902-49500-307	CONTRACTED SECT 8 ADMIN	44,000.00	44,000.00	14,778.63	( 29,221.37)	33.59	47,010.29
	<i>TOTAL OTHER SERVICES AND CHA</i>	47,000.00	47,000.00	17,978.63	( 29,021.37)	38.25	48,885.29
<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
<i>FUNCTION 7</i>							
902-49500-720	TRANSFERS OUT	.00	.00	.00	.00	.00	4,000.00
	<i>TOTAL FUNCTION 7</i>	.00	.00	.00	.00	.00	4,000.00
	<b>TOTAL SECT 8 ADMINISTRATIVE</b>	<b>48,000.00</b>	<b>48,000.00</b>	<b>17,978.63</b>	<b>( 30,021.37)</b>	<b>37.46</b>	<b>52,885.29</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	107,836.00	107,836.00	.00	302,087.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 107,469.19)	( 107,469.19)	.00	( 303,344.05)
902-49775-376 URP PORT REC	.00	.00	920.00	920.00	.00	542.00
902-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	105.94	105.94	.00	715.05
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	1,392.75	1,392.75	.00	.00
<b>TOTAL HAP OCCUPIED UNITS</b>	<b>.00</b>	<b>.00</b>	<b>1,392.75</b>	<b>1,392.75</b>	<b>.00</b>	<b>.00</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	19,371.38			52,885.29
NET REVENUES OVER EXPENDITURE	.00	.00	4,377.84			22,930.54

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2020

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	374,232.05	
903-10200	EDA HOUSING DIV OPERATING CASH	12,257.39	
	TOTAL ASSETS		<u>386,489.44</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	385,930.22	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	559.22	
	BALANCE - CURRENT DATE	559.22	
	TOTAL FUND EQUITY		<u>386,489.44</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,489.44</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	1,615.00	1,615.00	747.61	867.39	46.29	2,269.04
	<b>TOTAL INTEREST &amp; MISC INCOME</b>	<b>1,615.00</b>	<b>1,615.00</b>	<b>747.61</b>	<b>867.39</b>	<b>46.29</b>	<b>2,269.04</b>
<u>OTHER REVENUES</u>							
903-37220	TOWER TERRACE DISTRIBUTION	.00	.00	.00	.00	.00	9,826.50
	<b>TOTAL OTHER REVENUES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>9,826.50</b>
	<b>TOTAL FUND REVENUE</b>	<b>1,615.00</b>	<b>1,615.00</b>	<b>747.61</b>			<b>12,095.54</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	1,500.00	1,500.00	175.00	( 1,325.00)	11.67	1,575.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	115.00	115.00	13.39	( 101.61)	11.64	120.45
	<i>TOTAL FUNCTION 1</i>	<u>1,615.00</u>	<u>1,615.00</u>	<u>188.39</u>	<u>( 1,426.61)</u>	<u>11.67</u>	<u>1,695.45</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-304	LEGAL FEES	.00	.00	.00	.00	.00	708.00
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>708.00</u>
	<b>TOTAL OTHER HOUSING BUS ACTIV</b>	<u><u>1,615.00</u></u>	<u><u>1,615.00</u></u>	<u><u>188.39</u></u>	<u><u>( 1,426.61)</u></u>	<u><u>11.67</u></u>	<u><u>2,403.45</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	1,615.00	1,615.00	188.39			2,403.45
NET REVENUES OVER EXPENDITURE	.00	.00	559.22			9,692.09

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2020

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	19,685.00	
		<hr/>	
	TOTAL ASSETS		<u>19,685.00</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	19,685.00	
		<hr/>	
	BALANCE - CURRENT DATE	19,685.00	
		<hr/>	
	TOTAL FUND EQUITY		<u>19,685.00</u>
			<hr/>
	TOTAL LIABILITIES AND EQUITY		<u>19,685.00</u>
			<hr/>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	35,000.00	35,000.00	19,685.00	15,315.00	56.24	74,816.42
	<b>TOTAL INTERGOVERNMENTAL REVE</b>	<b>35,000.00</b>	<b>35,000.00</b>	<b>19,685.00</b>	<b>15,315.00</b>	<b>56.24</b>	<b>74,816.42</b>
	<b>TOTAL FUND REVENUE</b>	<b>35,000.00</b>	<b>35,000.00</b>	<b>19,685.00</b>			<b>74,816.42</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2020

**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	35,000.00	35,000.00	.00	( 35,000.00)	.00	74,816.42
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	( 35,000.00)	.00	74,816.42
	TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	( 35,000.00)	.00	74,816.42

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	35,000.00	35,000.00	.00			74,816.42
NET REVENUES OVER EXPENDITURE	.00	.00	19,685.00			.00

CITY OF CAMBRIDGE  
BALANCE SHEET  
APRIL 30, 2020

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10200	EDA OPERATING ACCT-SECTION 8	5,933.64	
	TOTAL ASSETS		<u>5,933.64</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	1.64	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>5,932.00</u>	
	BALANCE - CURRENT DATE	<u>5,932.00</u>	
	TOTAL FUND EQUITY		<u>5,933.64</u>
	TOTAL LIABILITIES AND EQUITY		<u>5,933.64</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	352,200.00	352,200.00	153,899.00	198,301.00	43.70	480,125.00
TOTAL INTERGOVERNMENTAL REVE	352,200.00	352,200.00	153,899.00	198,301.00	43.70	480,125.00
<u>OTHER FINANCING SOURCES</u>						
905-39203 TRANSFER IN	.00	.00	.00	.00	.00	4,000.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	4,000.00
TOTAL FUND REVENUE	<u>352,200.00</u>	<u>352,200.00</u>	<u>153,899.00</u>			<u>484,125.00</u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	146,755.00	( 205,445.00)	41.67	457,328.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	1,212.00	1,212.00	.00	7,128.00
<i>TOTAL HAP EXPENDITURES</i>	<u>352,200.00</u>	<u>352,200.00</u>	<u>147,967.00</u>	<u>( 204,233.00)</u>	<u>42.01</u>	<u>464,456.00</u>
TOTAL HAP EXPENDITURES	<u>352,200.00</u>	<u>352,200.00</u>	<u>147,967.00</u>	<u>( 204,233.00)</u>	<u>42.01</u>	<u>464,456.00</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	147,967.00			464,456.00
NET REVENUES OVER EXPENDITURE	.00	.00	5,932.00			19,669.00

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	.00	.00	.00	.00	.00	12,632.60
TOTAL INTEREST	.00	.00	.00	.00	.00	12,632.60
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	275,000.00	275,000.00	90,779.43	184,220.57	33.01	277,743.52
TOTAL MALL OPERATING REVENUES	275,000.00	275,000.00	90,779.43	184,220.57	33.01	277,743.52
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	294,391.00	294,391.00	.00	294,391.00	.00	200,000.00
TOTAL TRANSFERS FROM OTHER FU	294,391.00	294,391.00	.00	294,391.00	.00	200,000.00
TOTAL FUND REVENUE	569,391.00	569,391.00	90,779.43			490,376.12

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**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	96,512.00	96,512.00	34,356.00 ( 62,156.00)	35.60	95,263.53
205-41930-112	EDA MEETING PAYMENTS	2,500.00	2,500.00	350.00 ( 2,150.00)	14.00	665.00
205-41930-121	PERA (EMPLOYER)	7,452.00	7,452.00	2,576.70 ( 4,875.30)	34.58	7,041.00
205-41930-122	FICA/MEDICARE (EMPLOYER)	7,601.00	7,601.00	2,544.57 ( 5,056.43)	33.48	7,051.80
205-41930-131	MEDICAL/DENTAL/LIFE	17,423.00	17,423.00	7,044.90 ( 10,378.10)	40.43	16,513.20
205-41930-132	LONGEVITY PAY	2,845.00	2,845.00	.00 ( 2,845.00)	.00	.00
205-41930-133	DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	918.58 ( 281.42)	76.55	1,200.00
205-41930-151	WORKERS' COMPENSATION PREMIU	575.00	575.00	105.00 ( 470.00)	18.26	297.68
205-41930-154	HRA/FLEX FEES	100.00	100.00	31.05 ( 68.95)	31.05	73.40
	<b>TOTAL PERSONAL SERVICES</b>	<b>136,208.00</b>	<b>136,208.00</b>	<b>47,926.80 ( 88,281.20)</b>	<b>35.19</b>	<b>128,105.61</b>
<i>SUPPLIES</i>						
205-41930-201	OFFICE SUPPLIES	250.00	250.00	141.98 ( 108.02)	56.79	136.02
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	.00 ( 3,300.00)	.00	246.97
	<b>TOTAL SUPPLIES</b>	<b>3,750.00</b>	<b>3,750.00</b>	<b>141.98 ( 3,608.02)</b>	<b>3.79</b>	<b>382.99</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304	MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00 ( 5,000.00)	.00	6,268.00
205-41930-313	IT MGMT & BACKUP	2,800.00	2,800.00	1,776.80 ( 1,023.20)	63.46	2,709.72
205-41930-321	TELEPHONE/CELLULAR	1,400.00	1,400.00	363.48 ( 1,036.52)	25.96	1,097.45
205-41930-331	TRAVEL/MEALS/LODGING	1,000.00	1,000.00	6.10 ( 993.90)	.61	587.79
205-41930-334	MILEAGE REIMBURSEMENT	1,200.00	1,200.00	202.40 ( 997.60)	16.87	606.68
205-41930-351	LEGAL NOTICES/ORD PUB	200.00	200.00	.00 ( 200.00)	.00	184.00
205-41930-360	INSURANCE AND BONDS	.00	.00	.00	.00	997.81
205-41930-381	ELECTRIC UTILITIES	.00	.00	522.94	522.94	2,434.29
205-41930-383	GAS UTILITIES	.00	.00	174.48	174.48	2,623.31
	<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>11,600.00</b>	<b>11,600.00</b>	<b>3,046.20 ( 8,553.80)</b>	<b>26.26</b>	<b>17,489.05</b>
<i>MISCELLANEOUS</i>						
205-41930-404	REP & MAINT LABOR VEH/EQUIP	.00	.00	.00	.00	100.00
205-41930-407	HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	.00 ( 10,000.00)	.00	14,541.96
205-41930-433	DUES AND SUBSCRIPTIONS	2,800.00	2,800.00	295.00 ( 2,505.00)	10.54	1,965.00
205-41930-440	SCHOOLS & MEETINGS	1,500.00	1,500.00	479.00 ( 1,021.00)	31.93	1,941.50
205-41930-451	TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	.00	.00	29,336.76
205-41930-484	NLX ACTIVITIES	.00	.00	.00	.00	8,356.00
205-41930-485	PROPERTY TAXES	3,000.00	3,000.00	.00 ( 3,000.00)	.00	.00
205-41930-489	IND PARK MARKETING	10,500.00	18,000.00	.00 ( 18,000.00)	.00	2,000.00
205-41930-497	EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00 ( 3,000.00)	.00	.00
	<b>TOTAL MISCELLANEOUS</b>	<b>30,800.00</b>	<b>38,300.00</b>	<b>774.00 ( 37,526.00)</b>	<b>2.02</b>	<b>58,241.22</b>
	<b>TOTAL EDA ADMINISTRATION</b>	<b>182,358.00</b>	<b>189,858.00</b>	<b>51,888.98 ( 137,969.02)</b>	<b>27.33</b>	<b>204,218.87</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MALL OPERATING EXPENSES</b>						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	28,845.00	28,845.00	9,627.60	( 19,217.40)	33.38	27,321.91
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-47000-103 TEMPORARY EMPLOYEE	7,000.00	7,000.00	1,313.96	( 5,686.04)	18.77	4,984.80
205-47000-121 PERA (EMPLOYER)	2,164.00	2,164.00	722.07	( 1,441.93)	33.37	2,042.13
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,207.00	2,207.00	810.44	( 1,396.56)	36.72	2,379.73
205-47000-131 MEDICAL/DENTAL/LIFE	8,712.00	8,712.00	3,519.73	( 5,192.27)	40.40	8,248.44
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	( 600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,584.00	1,584.00	356.92	( 1,227.08)	22.53	946.16
205-47000-154 HRA/FLEX FEES	100.00	100.00	15.55	( 84.45)	15.55	36.70
<b>TOTAL PERSONAL SERVICES</b>	<b>52,212.00</b>	<b>52,212.00</b>	<b>16,366.27</b>	<b>( 35,845.73)</b>	<b>31.35</b>	<b>45,959.87</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	72.24	( 127.76)	36.12	200.24
205-47000-212 GASOLINE/FUEL	125.00	125.00	.00	( 125.00)	.00	96.75
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	4,013.96	( 10,986.04)	26.76	7,856.20
205-47000-240 SMALL TOOLS	3,000.00	3,000.00	1,761.74	( 1,238.26)	58.72	39.97
<b>TOTAL SUPPLIES</b>	<b>18,325.00</b>	<b>18,325.00</b>	<b>5,847.94</b>	<b>( 12,477.06)</b>	<b>31.91</b>	<b>8,193.16</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	85.25	( 264.75)	24.36	261.86
205-47000-360 INSURANCE AND BONDS	6,100.00	6,100.00	.00	( 6,100.00)	.00	6,135.20
205-47000-381 ELECTRIC UTILITIES	22,000.00	22,000.00	4,190.40	( 17,809.60)	19.05	16,161.17
205-47000-382 WATER/WASTEWATER UTILITIES	5,200.00	5,200.00	1,840.57	( 3,359.43)	35.40	5,069.01
205-47000-383 GAS UTILITIES	4,400.00	4,400.00	1,034.82	( 3,365.18)	23.52	2,417.58
205-47000-384 REFUSE HAULING	4,200.00	4,200.00	2,392.50	( 1,807.50)	56.96	4,202.27
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>42,250.00</b>	<b>42,250.00</b>	<b>9,543.54</b>	<b>( 32,706.46)</b>	<b>22.59</b>	<b>34,247.09</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	18,302.38	2,302.38	114.39	39,766.02
205-47000-413 BNSF PARKING LOT LEASE	1,500.00	1,500.00	1,716.20	216.20	114.41	2,282.50
205-47000-440 SCHOOLS & MEETINGS	.00	.00	20.00	20.00	.00	19.00
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	.00	( 12,000.00)	.00	391.80
205-47000-490 MALL CAP FUND CONTRIBUTION	.00	.00	.00	.00	.00	2,350.00
205-47000-499 MALL ROOF PROJECT	.00	.00	8,301.03	8,301.03	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>29,500.00</b>	<b>29,500.00</b>	<b>28,339.61</b>	<b>( 1,160.39)</b>	<b>96.07</b>	<b>44,809.32</b>
<b>TOTAL MALL OPERATING EXPENSE</b>	<b>142,287.00</b>	<b>142,287.00</b>	<b>60,097.36</b>	<b>( 82,189.64)</b>	<b>42.24</b>	<b>133,209.44</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2020**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	324,645.00	332,145.00	111,986.34			337,428.31
NET REVENUES OVER EXPENDITURE	244,746.00	237,246.00	( 21,206.91)			152,947.81

CAMBRIDGE EDA MEETING
June 15, 2020
BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
ACH-Section 8 Business (see attached)	5/1/2020	n/a	\$ 56,226.00
ACH-Section 8 Individuals (see attached)	5/1/2020	n/a	\$ 11,967.00
ACH-Section 8 Business (see attached)	5/28/2020	n/a	\$ 468.00
Prepaid Totals			\$ 68,661.00

\$ 68,661.00
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I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA Housing disbursements from 5/1/2020-5/31/2020.

Caroline Moe 6/3/2020  
 Caroline Moe, Director of Finance signature & date

Deb Barrett 6/4/2020  
 Deb Barrett, Housing Supervisor signature & date

**ACH Transaction Report**

Batch #: 000235

Created On: 04/28/2020

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$978.00
Calhoun Apartments	\$1,115.00
Cambridge Square Assoc	\$687.00
Cambridge Town Square	\$1,383.00
Liu's Real Estate Deve	\$9,557.00
DJ Properties of Stanc	\$1,696.00
Elmhurst Apt. c/o Lifes	\$242.00
Erlandson Group LLC	\$556.00
Haven Properties	\$370.00
New Challenges, Inc.	\$4,466.00
Isanti Village Apartme	\$1,118.00
Kaizen Property Soluti	\$1,054.00
Kestrel Meadows Townho	\$5,729.00
Legacy Townhomes	\$3,080.00
Main Street Flats LP	\$908.00
Allen Moulton	\$291.00
Normandy Townhomes	\$5,391.00
North Branch Senior Ho	\$356.00
Oakhurst Apartments	\$355.00
Oakview Terrace Townho	\$3,321.00
PG Companies Redwing A	\$1,160.00
Pine Village LLC	\$118.00
Rush Oaks Apartments	\$392.00
Sunrise Court Apartmen	\$996.00
Franconia Associates	\$416.00
Sunset Assets LLC	\$603.00
Tower Terrace Limited	\$5,133.00
Trikin Properties Inc.	\$628.00
Wyoming Limited Partne	\$1,911.00
Wyoming Limited Partne	\$2,216.00
Cambridge EDA	\$-56,226.00

Batch Total:	\$0.00
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**ACH Transaction Report**Batch #: 000236  
Created On: 04/28/2020

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$516.00
Bohmer, John	\$753.00
Dean & Jennifer Bondes	\$939.00
Charles Satak	\$621.00
David Findell	\$621.00
Leeanna M. Dudley	\$92.00
Elmer D. Harp	\$584.00
Jenell King	\$625.00
John Maher	\$378.00
Brett Nelson	\$795.00
Brian Leet	\$408.00
Michael Doran	\$548.00
Loral Myers	\$242.00
Ordeen Splittstoser	\$266.00
Randall Propp	\$620.00
Richard Berget	\$256.00
Robert Blaisdell-Blais	\$508.00
Robert Blaisdell	\$1,085.00
Robert Mattson	\$603.00
Steve Baker	\$838.00
Paul & Bethany Stiles	\$577.00
Jordaan R. Wilkerson	\$92.00
Cambridge EDA	\$-11,967.00

Batch Total: \$0.00

# ACH Transaction Report

Batch #: 000237  
Created On: 05/27/2020

<u>Name</u>	<u>Amount</u>
Liu's Real Estate Deve	\$69.00
Legacy Townhomes	\$44.00
Main Street Flats LP	\$315.00
Normandy Townhomes	\$40.00
Cambridge EDA	\$-468.00
<b>Batch Total:</b>	<b>\$0.00</b>

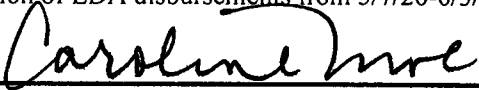
<p>CAMBRIDGE EDA MEETING</p> <p>June 15, 2020</p> <p>BILLS LIST</p>
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Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	5/13/2020	116701 - 116744	2,301.65
Prepaid Checks	5/20/2020	116767 - 116787	487.39
Prepaid Checks	5/28/2020	116811 - 116866	4,181.40
Prepaid Checks	6/3/2020	116879-116919	3,656.22

Prepaid Totals	10,626.66
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<b>TOTAL SUBMITTED FOR APPROVAL</b>	<b>\$10,626.66</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 5/7/20-6/3/2020.

 6/3/2020  
\_\_\_\_\_  
Caroline Moe, Director of Finance signature & date

 6-3-2020  
\_\_\_\_\_  
Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Fertilization - Bridge Park	129.43
	Total 306:		129.43
718	Brothers Fire & Security	Annual Monitoring Fire Alarm Account - Mall	186.00
	Total 718:		186.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
2372	Henkel, Troy	Return Security Deposit and Interest	305.25
	Total 2372:		305.25
3056	Lake Superior Laundry Inc.	Mall Rugs	54.40
	Total 3056:		54.40
3189	LePage and Sons	Trash and Recycle Service - City Hall/Mall	346.24
3189	LePage and Sons	Trash and Recycle Service - Bridge Park	276.08
	Total 3189:		622.32
4737	Real Estate Publishing Corporatio	2020 Land Development Conference	1,000.00
	Total 4737:		1,000.00
	Grand Totals:		2,301.65

Dated: 5/13/2020City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/13/2020	116701	306	ARC Irrigation, LLC	901-20100	129.43
05/20	05/13/2020	116707	718	Brothers Fire & Security	205-20100	186.00
05/20	05/13/2020	116711	1140	Cintas Corporation	205-20100	4.25
05/20	05/13/2020	116720	2372	Troy Henkel	901-20100	305.25
05/20	05/13/2020	116723	3056	Lake Superior Laundry Inc.	205-20100	54.40
05/20	05/13/2020	116726	3189	LePage and Sons	901-20100	622.32
05/20	05/13/2020	116744	4737	Real Estate Publishing Corporation	205-20100	1,000.00
Grand Totals:						<u>2,301.65</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			4.25
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	160.68
Total 1686:			160.68
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	20.97
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	64.36
Total 2350:			85.33
2676	Isanti County Recorder	Document A492263 Modification & Ext Agree	46.00
2676	Isanti County Recorder	Document A492268 Modification & Ext Agree	46.00
Total 2676:			92.00
3056	Lake Superior Laundry Inc.	Mall Rugs	54.40
Total 3056:			54.40
3521	Menards	Maintenance Supplies - Mall	70.73
Total 3521:			70.73
4278	Office of the Secretary of State	Ritz Machine Works USA, LLC - UCC Filing	20.00
Total 4278:			20.00
Grand Totals:			487.39

Dated: 5/20/20

City Treasurer: Cassie Thorne

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/20/2020	116767	1140	Cintas Corporation	205-20100	4.25
05/20	05/20/2020	116771	1686	Ecolab Pest Elimination Div.	901-20100	160.68
05/20	05/20/2020	116776	2350	HD Supply Facilities Maintenance Ltd	901-20100	85.33
05/20	05/20/2020	116777	2676	Isanti County Recorder	205-20100	92.00
05/20	05/20/2020	116779	3056	Lake Superior Laundry Inc.	205-20100	54.40
05/20	05/20/2020	116781	3521	Menards	205-20100	70.73
05/20	05/20/2020	116787	4278	Office of the Secretary of State	205-20100	20.00
Grand Totals:						<u>487.39</u>

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Lawn Applications - Bridge Park	35.00
Total 306:			35.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			4.25
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	165.57
2350	HD Supply Facilities Maintenance	Credit Materials - Operating Supplies - Bridge	49.99
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	49.99
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	102.99
Total 2350:			268.56
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base	11.18
Total 3543:			11.18
3933	Mora HRA	May Contracted Section 8 Administration	3,707.90
Total 3933:			3,707.90
5801	Verizon Wireless	wireless phone service - Economic Developmen	90.72
5801	Verizon Wireless	wireless phone service - Maintenance	21.26
5801	Verizon Wireless	wireless phone service - Bridge Park	42.53
Total 5801:			154.51
Grand Totals:			4,181.40

5/28/2020

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

City Treasurer: Caroline Mue



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/28/2020	116811	306	ARC Irrigation, LLC	901-20100	35.00
05/20	05/28/2020	116824	1140	Cintas Corporation	205-20100	4.25
05/20	05/28/2020	116831	2350	HD Supply Facilities Maintenance Ltd	901-20100	268.56
05/20	05/28/2020	116843	3543	Metro Sales, Inc.	901-20100	11.18
05/20	05/28/2020	116845	3933	Mora HRA	902-20100	3,707.90
05/20	05/28/2020	116866	5801	Verizon Wireless	205-20100	154.51
Grand Totals:						4,181.40

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	1,400.00
1602	Duff Consulting, LLC	Property Maintenance Services May - Bridge Pa	280.00
	Total 1602:		1,680.00
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	41.98
	Total 2350:		41.98
3056	Lake Superior Laundry Inc.	Mall Rugs	77.50
	Total 3056:		77.50
3076	Lakes Telecom Inc.	FOBS - Bridge Park Apts	537.50
	Total 3076:		537.50
3501	MEI Total Elevator Solutions	June Monthly Service - Bridge Park	260.62
	Total 3501:		260.62
4661	Quill Corporation	Office Supplies - Bridge Park	129.99
4661	Quill Corporation	Copy Paper - Bridge Park	35.98
	Total 4661:		165.97
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
	Total 5965:		888.40
	Grand Totals:		3,656.22

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

6/3/2020

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

Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/20	06/03/2020	116879	1140	Cintas Corporation	205-20100	4.25
06/20	06/03/2020	116885	1602	Duff Companies, LLC	901-20100	1,680.00
06/20	06/03/2020	116889	2350	HD Supply Facilities Maintenance Ltd	901-20100	41.98
06/20	06/03/2020	116895	3056	Lake Superior Laundry Inc.	205-20100	77.50
06/20	06/03/2020	116896	3076	Lakes Telecom Inc.	901-20100	537.50
06/20	06/03/2020	116899	3501	MEI Total Elevator Solutions	901-20100	260.62
06/20	06/03/2020	116907	4661	Quill Corporation	901-20100	165.97
06/20	06/03/2020	116919	5965	White Bear IT Solutions LLC	901-20100	888.40
Grand Totals:						<u>3,656.22</u>