

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes – July 20, 2020**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, July 20, 2020 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, Joe Morin, 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 5:45 p.m.

Approval of Agenda

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

Consent Agenda

Iverson moved, seconded by Morin, to approve consent agenda items A – F:

- A. Approval of June 15, 2020 meeting minutes
- B. Approve EDA Draft May 2020 Financial Statements
- C. Housing Division June 2020 Bills ACH only, Totaling \$66,783.00
- D. Approve EDA Admin Division Bills Checks #116935 - #117235 Totaling \$43,062.16
- E. Housing Supervisor's Monthly Report
- F. Resolution EDA R20-004 Approve Voluntary Transfer of Housing Choice Voucher Program to Mora HRA Effective January 1, 2021

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 the unfinished business.

New Business

Gazebo Project Update

Barrett informed the council of the need to amend the specifications for the Gazebo rehab project at Bridge Park. She said they have received some feedback from contractors, and have decided to update the specifications for the project to be more accurate of the work being

done. This includes replacing the fascia on the east and west sides only, instead of all of the fascia and soffits. Also, clarification was needed on staining the gazebo instead of painting it. These changes will be sent to the contractors, and will also be reposted to the City's website. Due to the changes, Barrett recommended changing the due date for proposals to be August, 17, 2020 at 9:00 am to give contractors time to consider the changes. Staff would present the contract for the work to be approved at the August 17, 2020 Board meeting, and contractors would have until October 15, 2020 to complete the work. Morin moved, seconded by Shogren, to approve the updated specifications for the project and updated timelines. Motion passed unanimously.

Adjournment

Conley moved, seconded by Godfrey, to adjourn the meeting at 5:48 p.m. Motion carried unanimously.


Bob Shogren, President

ATTEST:


Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2020

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(4.70)	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	184,234.29	
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)	
	TOTAL ASSETS		<u>554,120.47</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	745.45	
901-22600	TENANT SECURITY DEPOSITS	31,168.02	
	TOTAL LIABILITIES		31,913.47

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)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>33,540.79</u>	
	BALANCE - CURRENT DATE	<u>33,540.79</u>	
	TOTAL FUND EQUITY		<u>522,207.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>554,120.47</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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
901-33161 COVID 19 OPERATING GRANT	.00	.00	11,246.00	(11,246.00)	.00	.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	35,939.00	39,061.00	47.92	76,779.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	500.00	500.00	74.76	425.24	14.95	881.12
TOTAL INTEREST & MISC INCOME	500.00	500.00	74.76	425.24	14.95	881.12
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,000.00	147,000.00	78,077.00	68,923.00	53.11	170,319.02
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	1,379.68	2,620.32	34.49	3,097.48
TOTAL RENTAL INCOME	151,000.00	151,000.00	79,456.68	71,543.32	52.62	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	261,500.00	261,500.00	115,470.44			325,893.04

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

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	30,000.00	30,000.00	21,336.74	(8,663.26)	71.12	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	1,600.26	(649.74)	71.12	2,430.42
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,295.00	2,295.00	1,514.32	(780.68)	65.98	2,417.79
901-49500-131 MEDICAL/LIFE/DENTAL	.00	.00	6,168.00	6,168.00	.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	35.75	35.75	.00	73.35
<i>TOTAL PERSONAL SERVICES</i>	<u>34,772.00</u>	<u>34,772.00</u>	<u>30,686.17</u>	<u>(4,085.83)</u>	<u>88.25</u>	<u>37,423.24</u>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	674.47	(325.53)	67.45	769.51
<i>TOTAL SUPPLIES</i>	<u>1,000.00</u>	<u>1,000.00</u>	<u>674.47</u>	<u>(325.53)</u>	<u>67.45</u>	<u>769.51</u>
<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	2,221.00	(779.00)	74.03	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	1,938.17	(4,861.83)	28.50	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
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>13,950.00</u>	<u>13,950.00</u>	<u>6,214.17</u>	<u>(7,735.83)</u>	<u>44.55</u>	<u>12,640.15</u>
<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	56.33	(343.67)	14.08	133.72
901-49500-433 DUES AND SUBSCRIPTIONS	600.00	600.00	2,644.00	2,044.00	440.67	3,003.00
901-49500-440 STAFF TRAINING	994.00	994.00	85.00	(909.00)	8.55	454.00
<i>TOTAL MISCELLANEOUS</i>	<u>4,494.00</u>	<u>4,494.00</u>	<u>2,785.33</u>	<u>(1,708.67)</u>	<u>61.98</u>	<u>3,590.72</u>
TOTAL LOW RENT ADMINISTRATION	<u><u>54,216.00</u></u>	<u><u>54,216.00</u></u>	<u><u>40,360.14</u></u>	<u><u>(13,855.86)</u></u>	<u><u>74.44</u></u>	<u><u>54,423.62</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	1,588.41	(3,911.59)	28.88	8,639.49
<i>TOTAL SUPPLIES</i>	5,500.00	5,500.00	1,588.41	(3,911.59)	28.88	8,639.49
TOTAL LOW RENT TENANT SERVICE	5,500.00	5,500.00	1,588.41	(3,911.59)	28.88	8,639.49

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

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	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
TOTAL PERSONAL SERVICES	29,220.00	29,220.00	294.55	(28,925.45)	1.01	19,243.02
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	1,445.87	(2,554.13)	36.15	2,951.98
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	20.01
TOTAL SUPPLIES	4,200.00	4,200.00	1,445.87	(2,754.13)	34.43	2,971.99
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	32,000.00	32,000.00	16,431.77	(15,568.23)	51.35	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	16,739.33	(19,260.67)	46.50	35,194.08
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	2,989.82	(7,510.18)	28.47	7,245.59
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	499.18	(6,000.82)	7.68	1,365.38
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	1,580.58	(1,419.42)	52.69	2,670.72
TOTAL OTHER SERVICES AND CHA	112,364.00	112,364.00	38,240.68	(74,123.32)	34.03	104,057.84
<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
TOTAL MISCELLANEOUS	50,000.00	50,000.00	.00	(50,000.00)	.00	807,267.00
<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
TOTAL IMPROVEMENTS/BETTERM	6,000.00	6,000.00	.00	(6,000.00)	.00	.00
TOTAL LOW RENT MAINTENANCE	201,784.00	201,784.00	39,981.10	(161,802.90)	19.81	933,539.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	81,929.65			996,602.96
NET REVENUES OVER EXPENDITURE	.00	.00	33,540.79			(670,709.92)

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2020

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	164,584.94	
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>165,415.53</u>

LIABILITIES AND EQUITY

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	141,667.29	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	<u>23,748.24</u>	
	BALANCE - CURRENT DATE	<u>23,748.24</u>	
	TOTAL FUND EQUITY		<u>165,415.53</u>
	TOTAL LIABILITIES AND EQUITY		<u>165,415.53</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	34,878.00	12,922.00	72.97	73,512.00
902-33161 COVID 19 SECT 8 ADMIN GRANT	.00	.00	12,814.00	(12,814.00)	.00	.00
TOTAL INTERGOVERNMENTAL REVE	47,800.00	47,800.00	47,692.00	108.00	99.77	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	63.52	(13.52)	127.04	115.38
TOTAL INTEREST	50.00	50.00	63.52	(13.52)	127.04	115.38
TOTAL FUND REVENUE	48,000.00	48,000.00	47,755.52			75,815.83

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>SECT 8 ADMINISTRATIVE</i>						
<i>OTHER SERVICES AND CHARGES</i>						
902-49500-306	AUDIT FEES	3,000.00	3,000.00	3,200.00	200.00	106.67
902-49500-307	CONTRACTED SECT 8 ADMIN	44,000.00	44,000.00	18,486.53	(25,513.47)	42.01
	<i>TOTAL OTHER SERVICES AND CHA</i>	<i>47,000.00</i>	<i>47,000.00</i>	<i>21,686.53</i>	<i>(25,313.47)</i>	<i>46.14</i>
<i>MISCELLANEOUS</i>						
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00	(1,000.00)	.00
	<i>TOTAL MISCELLANEOUS</i>	<i>1,000.00</i>	<i>1,000.00</i>	<i>.00</i>	<i>(1,000.00)</i>	<i>.00</i>
<i>FUNCTION 7</i>						
902-49500-720	TRANSFERS OUT	.00	.00	.00	.00	.00
	<i>TOTAL FUNCTION 7</i>	<i>.00</i>	<i>.00</i>	<i>.00</i>	<i>.00</i>	<i>4,000.00</i>
	TOTAL SECT 8 ADMINISTRATIVE	48,000.00	48,000.00	21,686.53	(26,313.47)	45.18

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	137,337.00	137,337.00	.00	302,087.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(136,226.19)	(136,226.19)	.00	(303,344.05)
902-49775-376 URP PORT REC	.00	.00	1,104.00	1,104.00	.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>	<u>.00</u>	<u>.00</u>	<u>2,320.75</u>	<u>2,320.75</u>	<u>.00</u>	<u>.00</u>
TOTAL HAP OCCUPIED UNITS	<u>.00</u>	<u>.00</u>	<u>2,320.75</u>	<u>2,320.75</u>	<u>.00</u>	<u>.00</u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 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	24,007.28			52,885.29
NET REVENUES OVER EXPENDITURE	.00	.00	23,748.24			22,930.54

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2020

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	374,422.76	
903-10200	EDA HOUSING DIV OPERATING CASH	12,258.47	
	TOTAL ASSETS		<u>386,681.23</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	751.01	
	BALANCE - CURRENT DATE	751.01	
	TOTAL FUND EQUITY		<u>386,681.23</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,681.23</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

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	1,615.00	1,615.00	939.40	675.60	58.17	2,269.04
TOTAL INTEREST & MISC INCOME	1,615.00	1,615.00	939.40	675.60	58.17	2,269.04
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	.00	.00	.00	.00	.00	9,826.50
TOTAL OTHER REVENUES	.00	.00	.00	.00	.00	9,826.50
TOTAL FUND REVENUE	1,615.00	1,615.00	939.40			12,095.54

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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>
	TOTAL OTHER HOUSING BUS ACTIV-	<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 5 MONTHS ENDING MAY 31, 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	751.01			9,692.09

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2020

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	19,685.00	
		<hr/>	
	TOTAL ASSETS		19,685.00
			<hr/> <hr/>
<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		19,685.00
			<hr/>
	TOTAL LIABILITIES AND EQUITY		19,685.00
			<hr/> <hr/>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	19,685.00	15,315.00	56.24	74,816.42
TOTAL FUND REVENUE	<u>35,000.00</u>	<u>35,000.00</u>	<u>19,685.00</u>			<u>74,816.42</u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 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 5 MONTHS ENDING MAY 31, 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
MAY 31, 2020

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10200	EDA OPERATING ACCT-SECTION 8	3,828.64	
		<hr/>	
	TOTAL ASSETS		<u>3,828.64</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>3,827.00</u>	
	BALANCE - CURRENT DATE	<hr/>	
		3,827.00	
	TOTAL FUND EQUITY		<hr/>
			3,828.64
	TOTAL LIABILITIES AND EQUITY		<hr/>
			<u>3,828.64</u>

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 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	190,770.00	161,430.00	54.17	480,125.00
TOTAL INTERGOVERNMENTAL REVE	352,200.00	352,200.00	190,770.00	161,430.00	54.17	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>190,770.00</u>			 <u>484,125.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	185,731.00	(166,469.00)	52.73	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>186,943.00</u>	<u>(165,257.00)</u>	<u>53.08</u>	<u>464,456.00</u>
TOTAL HAP EXPENDITURES	<u>352,200.00</u>	<u>352,200.00</u>	<u>186,943.00</u>	<u>(165,257.00)</u>	<u>53.08</u>	<u>464,456.00</u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 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	186,943.00			464,456.00
NET REVENUES OVER EXPENDITURE	.00	.00	3,827.00			19,669.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-38210 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	122,804.02	152,195.98	44.66	277,743.52
TOTAL MALL OPERATING REVENUES	275,000.00	275,000.00	122,804.02	152,195.98	44.66	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	<u>569,391.00</u>	<u>569,391.00</u>	<u>122,804.02</u>			<u>490,376.12</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

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	96,512.00	96,512.00	42,002.40	(54,509.60)	43.52	95,263.53
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	490.00	(2,010.00)	19.60	665.00
205-41930-121 PERA (EMPLOYER)	7,452.00	7,452.00	3,150.18	(4,301.82)	42.27	7,041.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,601.00	7,601.00	3,127.96	(4,473.04)	41.15	7,051.80
205-41930-131 MEDICAL/DENTAL/LIFE	17,423.00	17,423.00	8,517.00	(8,906.00)	48.88	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	1,143.42	(56.58)	95.29	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	35.75	(64.25)	35.75	73.40
TOTAL PERSONAL SERVICES	136,208.00	136,208.00	58,571.71	(77,636.29)	43.00	128,105.61
<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
TOTAL SUPPLIES	3,750.00	3,750.00	141.98	(3,608.02)	3.79	382.99
<i>OTHER SERVICES & 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	2,221.00	(579.00)	79.32	2,709.72
205-41930-321 TELEPHONE/CELLULAR	1,400.00	1,400.00	454.20	(945.80)	32.44	1,097.45
205-41930-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	6.10	(993.90)	.61	567.79
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	20.00	(180.00)	10.00	184.00
205-41930-360 INSURANCE AND BONDS	.00	.00	.00	.00	.00	997.81
205-41930-381 ELECTRIC UTILITIES	.00	.00	688.80	688.80	.00	2,434.29
205-41930-382 WATER/SEWER/STORM PROPERTY A	.00	.00	41.86	41.86	.00	.00
205-41930-383 GAS UTILITIES	.00	.00	209.09	209.09	.00	2,623.31
TOTAL OTHER SERVICES & CHARG	11,600.00	11,600.00	3,843.45	(7,756.55)	33.13	17,489.05
<i>MISCELLANEOUS</i>						
205-41930-404 REP & MAINT LABOR VEH/EQUIP	.00	.00	.00	.00	.00	100.00
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	935.00	(9,065.00)	9.35	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	.00	29,336.76
205-41930-484 NLX ACTIVITIES	.00	.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	1,000.00	(17,000.00)	5.56	2,000.00
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	(3,000.00)	.00	.00
TOTAL MISCELLANEOUS	30,800.00	38,300.00	2,709.00	(35,591.00)	7.07	58,241.22

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2020

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL EDA ADMINISTRATION	182,358.00	189,858.00	65,266.14	(124,591.86)	34.38	204,218.87

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2020

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	28,845.00	28,845.00	11,770.79	(17,074.21)	40.81	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	882.81	(1,281.19)	40.80	2,042.13
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,207.00	2,207.00	971.45	(1,235.55)	44.02	2,379.73
205-47000-131 MEDICAL/DENTAL/LIFE	8,712.00	8,712.00	4,255.10	(4,456.90)	48.84	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	17.90	(82.10)	17.90	36.70
TOTAL PERSONAL SERVICES	52,212.00	52,212.00	19,568.93	(32,643.07)	37.48	45,959.87
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	89.24	(110.76)	44.62	200.24
205-47000-212 GASOLINE/FUEL	125.00	125.00	23.87	(101.13)	19.10	96.75
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	4,270.99	(10,729.01)	28.47	7,856.20
205-47000-240 SMALL TOOLS	3,000.00	3,000.00	1,761.74	(1,238.26)	58.72	39.97
TOTAL SUPPLIES	18,325.00	18,325.00	6,145.84	(12,179.16)	33.54	8,193.16
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	106.51	(243.49)	30.43	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	5,167.53	(16,832.47)	23.49	16,161.17
205-47000-382 WATER/WASTEWATER UTILITIES	5,200.00	5,200.00	2,232.45	(2,967.55)	42.93	5,069.01
205-47000-383 GAS UTILITIES	4,400.00	4,400.00	1,217.52	(3,182.48)	27.67	2,417.58
205-47000-384 REFUSE HAULING	4,200.00	4,200.00	2,738.74	(1,461.26)	65.21	4,202.27
TOTAL OTHER SERVICES & CHARG	42,250.00	42,250.00	11,462.75	(30,787.25)	27.13	34,247.09
<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	93.00	(11,907.00)	.78	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
TOTAL MISCELLANEOUS	29,500.00	29,500.00	28,432.61	(1,067.39)	96.38	44,809.32
TOTAL MALL OPERATING EXPENSES	142,287.00	142,287.00	65,610.13	(76,676.87)	46.11	133,209.44

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 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	130,876.27			337,428.31
NET REVENUES OVER EXPENDITURE	244,746.00	237,246.00	(8,072.25)			152,947.81

CAMBRIDGE EDA MEETING

July 20, 2020

BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
ACH-Section 8 Business (see attached)	6/1/2020	n/a	\$ 53,681.00
ACH-Section 8 Individuals (see attached)	6/1/2020	n/a	\$ 11,314.00
ACH-Section 8 Business (see attached)	6/26/2020	n/a	\$ 1,788.00
Prepaid Totals			\$ 66,783.00

\$ 66,783.00

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA Housing disbursements from 6/1/2020-6/30/2020.

Caroline Moe 7/9/2020
 Caroline Moe, Director of Finance signature & date

Debra Barrett 7/9/2020
 Deb Barrett, Housing Supervisor signature & date

ACH Transaction Report

Batch #: 000238
Created On: 05/27/2020

Name	Amount
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	\$8,998.00
DJ Properties of Stanc	\$1,587.00
Elmhurst Apt. c/o Lifs	\$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	\$4,753.00
Legacy Townhomes	\$3,167.00
Main Street Flats LP	\$1,223.00
Allen Moulton	\$291.00
Normandy Townhomes	\$4,216.00
North Branch Senior Ho	\$356.00
Oakhurst Apartments	\$355.00
Oakview Terrace Townho	\$3,368.00
PG Companies Redwing A	\$1,160.00
Pine Village LLC	\$118.00
Rush Oaks Apartments	\$392.00
Sunrise Court Apartmen	\$996.00
Franconja Associates	\$416.00
Sunset Assets LLC	\$603.00
Tower Terrace Limited	\$5,316.00
Trikin Properties Inc.	\$628.00
Wyoming Limited Partne	\$1,553.00
Wyoming Limited Partne	\$2,216.00
Cambridge EDA	\$53,681.00
Batch Total:	\$0.00

ACH Transaction Report

Batch #: 000239

Created On: 05/27/2020

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$516.00
Bohmer, John	\$753.00
Dean & Jennifer Bondes	\$1,016.00
Charles Satak	\$621.00
David Findell	\$621.00
Leeanna M. Dudley	\$92.00
Elmer D. Harp	\$584.00
Jenell King	\$551.00
John Maher	\$378.00
Brian Leet	\$408.00
Michael Doran	\$548.00
Loral Myers	\$242.00
Ordeen Splittstoser	\$266.00
Randall Propp	\$620.00
Richard Berget	\$251.00
Robert Blaisdell-Blais	\$508.00
Robert Blaisdell	\$1,085.00
Robert Mattson	\$603.00
Steve Baker	\$838.00
Paul & Bethany Stiles	\$721.00
Jordaan R. Wilkerson	\$92.00
Cambridge EDA	\$-11,314.00
Batch Total:	\$0.00

ACH Transaction Report

Batch #: 000240

Created On: 06/26/2020

<u>Name</u>	<u>Amount</u>
Liu's Real Estate Deve	\$247.00
Kestrel Meadows Townho	\$941.00
Main Street Flats LP	\$600.00
Cambridge EDA	\$-1,788.00
Batch Total:	\$0.00

CAMBRIDGE EDA MEETING
 July 20, 2020
 BILLS LIST

Disbursement Type:	Date:	Check Numbers:	<u>Submitted For Approval</u>
Prepaid Checks	6/10/2020	116935 - 116950	374.53
Prepaid Checks	6/17/2020	116983 - 117036	3,992.03
Prepaid Checks	6/24/2020	117059 - 117112	1,023.45
Prepaid Checks	7/1/2020	117122 - 117173	19,382.58
Prepaid Checks	7/8/2020	117181 - 117235	18,289.57
Prepaid Totals			43,062.16

TOTAL SUBMITTED FOR APPROVAL

\$43,062.16

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 6/4/20-7/8/2020.

Caroline Moe 7/9/2020
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 7-9-2020
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
3189	LePage and Sons	Trash and Recycle Service - City Hall/Mall	346.24
	Total 3189:		346.24
3521	Menards	Maintenance Supplies - Mall	24.04
	Total 3521:		24.04
	Grand Totals:		374.53

Dated: 6/10/2020

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/20	06/10/2020	116935	1140	Cintas Corporation	205-20100	4.25
06/20	06/10/2020	116946	3189	LePage and Sons	205-20100	346.24
06/20	06/10/2020	116950	3521	Menards	205-20100	24.04
Grand Totals:						<u>374.53</u>

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Lawn Applications - Bridge Park	133.90
	Total 306:		133.90
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
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	2,281.00
	Total 3006:		2,281.00
3189	LePage and Sons	Trash and Recycle Service - Bridge Park	402.44
	Total 3189:		402.44
4306	Olsen Fire Protection Inc.	Annual Fire Sprinkler Inspection - Mall	255.00
	Total 4306:		255.00
5431	Ted's Complete Appliance	Repairs Bridge Park	171.00
5431	Ted's Complete Appliance	Repairs Bridge Park	215.00
5431	Ted's Complete Appliance	Repairs Bridge Park	243.00
5431	Ted's Complete Appliance	Repairs Bridge Park	100.00
	Total 5431:		729.00
5861	Walmart Community Card	Tenant Services - Bridge Park	25.76
	Total 5861:		25.76
	Grand Totals:		3,992.03

Dated: 6/17/2020City Treasurer: Caroline Nove

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/20	06/17/2020	116983	306	ARC Irrigation, LLC	901-20100	133.90
06/20	06/17/2020	116992	1140	Cintas Corporation	205-20100	4.25
06/20	06/17/2020	117001	1686	Ecolab Pest Elimination Div.	901-20100	160.68
06/20	06/17/2020	117013	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	2,281.00
06/20	06/17/2020	117014	3189	LePage and Sons	901-20100	402.44
06/20	06/17/2020	117019	4306	Olsen Fire Protection Inc.	205-20100	255.00
06/20	06/17/2020	117029	5431	Ted's Appliance	901-20100	729.00
06/20	06/17/2020	117036	5861	Walmart Business/SYNCB	901-20100	25.76
Grand Totals:						3,992.03

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			4.25
2233	Grimebusters Commercial Cleani	Burnishing Floors - Mall	325.00
Total 2233:			325.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt	176.29
Total 3006:			176.29
3056	Lake Superior Laundry Inc.	Mall Rugs	77.50
Total 3056:			77.50
3521	Menards	Maintenance Supplies - Mall	55.90
3521	Menards	Small Tools & Equipment - Mall	4.99
Total 3521:			60.89
5431	Ted's Complete Appliance	Repairs - Bridge Park	225.00
Total 5431:			225.00
5801	Verizon Wireless	wireless phone service - Economic Developmen	90.72
5801	Verizon Wireless	wireless phone service - Maintenance	21.27
5801	Verizon Wireless	wireless phone service - Bridge Park	42.53
Total 5801:			154.52
Grand Totals:			1,023.45

Dated: 6-24-2020

City Treasurer: Caroline Nune

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/20	06/24/2020	117059	1140	Cintas Corporation	205-20100	4.25
06/20	06/24/2020	117073	2233	Grimebusters Commercial Cleaning LLC	205-20100	325.00
06/20	06/24/2020	117082	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	176.29
06/20	06/24/2020	117083	3056	Lake Superior Laundry Inc.	205-20100	77.50
06/20	06/24/2020	117088	3521	Menards	205-20100	60.89
06/20	06/24/2020	117106	5431	Ted's Appliance	901-20100	225.00
06/20	06/24/2020	117112	5801	Verizon Wireless	901-20100	154.52
Grand Totals:						1,023.45

Vendor	Vendor Name	Description	Net Invoice Amount
555	Business Essentials	Credit Maintenance Supplies - Mall	13.00-
555	Business Essentials	Maintenance Supplies - Mall	54.99
Total 555:			41.99
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			4.25
1602	Duff Consulting, LLC	Property Maintenance Services - Lawn Mowing	2,000.00
1602	Duff Consulting, LLC	Property Maintenance Services - Bridge Park	280.00
Total 1602:			2,280.00
2350	HD Supply Facilities Maintenance	Materials - Operating Supplies - Bridge Park	26.59
Total 2350:			26.59
2568	Inspec, Inc	Design Services RR and Mechanical Rehabilitat	11,142.63
Total 2568:			11,142.63
3501	MEI Total Elevator Solutions	July Monthly Service - Bridge Park	260.62
Total 3501:			260.62
3521	Menards	Materials - Operating Supplies - Bridge Park	31.96
3521	Menards	Maintenance Supplies - Mall	3.77
Total 3521:			35.73
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base	20.33
Total 3543:			20.33
3933	Mora HRA	June Contracted Section 8 Administration	3,993.04
Total 3933:			3,993.04
5125	Sky Eye Films	Property Videography	400.00
Total 5125:			400.00
5431	Ted's Complete Appliance	Repairs Bridge Park	289.00
Total 5431:			289.00
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

Vendor	Vendor Name	Description	Net Invoice Amount
		Total 5965:	888.40
		Grand Totals:	19,382.58

Dated: 7/1/2020

City Treasurer: Caroline Mace

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/20	07/01/2020	117122	555	Business Essentials	205-20100	41.99
07/20	07/01/2020	117126	1140	Cintas Corporation	205-20100	4.25
07/20	07/01/2020	117132	1602	Duff Companies, LLC	901-20100	2,280.00
07/20	07/01/2020	117139	2350	HD Supply Facilities Maintenance Ltd	901-20100	26.59
07/20	07/01/2020	117140	2568	Inspec, Inc	205-20100	11,142.63
07/20	07/01/2020	117147	3501	MEI Total Elevator Solutions	901-20100	260.62
07/20	07/01/2020	117148	3521	Menards	205-20100	35.73
07/20	07/01/2020	117149	3543	Metro Sales, Inc.	901-20100	20.33
07/20	07/01/2020	117155	3933	Mora HRA	902-20100	3,993.04
07/20	07/01/2020	117161	5125	Sky Eye Films	205-20100	400.00
07/20	07/01/2020	117163	5431	Ted's Appliance	901-20100	289.00
07/20	07/01/2020	117173	5965	White Bear IT Solutions LLC	901-20100	888.40
Grand Totals:						19,382.58

Vendor	Vendor Name	Description	Net Invoice Amount
555	Business Essentials	Maintenance Supplies - Mall	23.58
Total 555:			23.58
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
Total 1140:			4.25
2411	Hillyard Inc.	Maintenance Supplies - Mall	134.85
Total 2411:			134.85
3258	Local 49 H&W Fund	Health Insurance August	1,527.00
3258	Local 49 H&W Fund	Health Insurance August	763.50
3258	Local 49 H&W Fund	Health Insurance August	1,527.00
Total 3258:			3,817.50
5426	Team Industries Cambridge Inc.	Tax Abatement per Agreement 15.047.0072	14,309.39
Total 5426:			14,309.39
Grand Totals:			18,289.57

Dated: 7/8/2020

City Treasurer: Caroline Hume

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/20	07/08/2020	117181	555	Business Essentials	205-20100	23.58
07/20	07/08/2020	117184	1140	Cintas Corporation	205-20100	4.25
07/20	07/08/2020	117197	2411	Hillyard / Minneapolis	205-20100	134.85
07/20	07/08/2020	117207	3258	Local 49 H&W Fund I.U.O.E.	901-20100	3,817.50
07/20	07/08/2020	117235	5426	Team Industries Cambridge Inc.	205-20100	14,309.39
Grand Totals:						<u>18,289.57</u>