

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes – October 19, 2020**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, October 19, 2020 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, Joe Morin, Lisa Iverson, Kersten Conley, and Jim Godfrey (via Zoom).

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

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

Consent Agenda

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

- A. Approval of September 21, 2020 meeting minutes
- B. Approve EDA Draft August 2020 Financial Statements
- C. Housing Division September 2020 Bills ACH only, Totaling \$68,597.00
- D. Approve EDA Admin Division Bills Checks #117824- #118059 Totaling \$46,539.20
- E. Housing Supervisor's Monthly Report
- F. Approve Rum River Special Education Lease Suite 150 and storage suite in the City Center Mall

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

Work Session

There were no items under the work session.

Unfinished Business

Verbal Update Section 8 Transfer to Mora

Moe informed the commissioners that Cambridge and Mora have cleared all levels and paperwork that was needed to do the transfer to Mora. Now they are just waiting for HUD to give their approval and expect the transfer to be completed as of January 1, 2021. No further questions or comments were received.

New Business

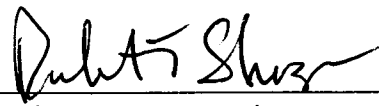
Call for Public Hearing on 2021 Public Housing Authority

Barrett said the Public Housing Agency (PHA) Plan, in relation to the funding received from the US Department of Housing & Urban Development, needs to be approved on an annual basis.

The 2021 Annual Plan lists the planned capital projects using 2021 Capital Funds. This will include renovations to the bathrooms in each unit and the replacement of the roof for the upcoming year. The 2021-2025 Capital Fund Program describes the long-range projects. Barrett is requesting the public hearing on the PHA Plan be held on December 21, 2020 at 5:45 pm. Morin moved, seconded by Godfrey, to call for a public hearing on the PHA Plan that will be held on December 21, 2020. Upon roll call, all members voted aye, with no nays. Motion passed unanimously.

Adjournment

Conley moved, seconded by Morin, to adjourn the meeting at 5:51 pm. Upon roll call, the motion carried unanimously.



Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
AUGUST 31, 2020

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(2,042.08)	
901-10102	INVESTMENTS--PBC		120,000.00	
901-10200	EDA OPERATING ACCOUNT-LOW RENT		81,825.15	
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		103,818.10	
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>569,673.95</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS		1,834.00	
901-22600	TENANT SECURITY DEPOSITS		31,391.53	
	TOTAL LIABILITIES			33,225.53

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>47,782.21</u>	
	BALANCE - CURRENT DATE		<u>47,782.21</u>	
	TOTAL FUND EQUITY			<u>536,448.42</u>
	TOTAL LIABILITIES AND EQUITY			<u>569,673.95</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	40,656.00	34,344.00	54.21	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	51,902.00	23,098.00	69.20	76,779.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	500.00	500.00	124.25	375.75	24.85	881.12
TOTAL INTEREST & MISC INCOME	500.00	500.00	124.25	375.75	24.85	881.12
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,000.00	147,000.00	123,073.00	23,927.00	83.72	170,319.02
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	2,218.39	1,781.61	55.48	3,097.48
TOTAL RENTAL INCOME	151,000.00	151,000.00	125,291.39	25,708.61	82.97	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	177,317.64			325,893.04

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	22,723.05	(7,276.95)	75.74	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	1,704.21	(545.79)	75.74	2,430.42
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,295.00	2,295.00	1,537.24	(757.76)	66.98	2,417.79
901-49500-131 MEDICAL/LIFE/DENTAL	.00	.00	6,336.35	6,336.35	.00	.00
901-49500-151 WORKERS' COMPENSATION PREMIU	227.00	227.00	77.70	(149.30)	34.23	95.99
901-49500-154 HRA/FLEX FEES	.00	.00	49.85	49.85	.00	73.35
<i>TOTAL PERSONAL SERVICES</i>	<u>34,772.00</u>	<u>34,772.00</u>	<u>32,428.40</u>	<u>(2,343.60)</u>	<u>93.26</u>	<u>37,423.24</u>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	1,936.12	936.12	193.61	769.51
<i>TOTAL SUPPLIES</i>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,936.12</u>	<u>936.12</u>	<u>193.61</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	3,553.60	553.60	118.45	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	3,439.21	(3,360.79)	50.58	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	55.78	(44.22)	55.78	283.51
901-49500-340 ADVERTISING	300.00	300.00	20.00	(280.00)	6.67	46.50
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>13,950.00</u>	<u>13,950.00</u>	<u>9,123.59</u>	<u>(4,826.41)</u>	<u>65.40</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	102.16	(297.84)	25.54	133.72
901-49500-433 DUES AND SUBSCRIPTIONS	600.00	600.00	2,764.00	2,164.00	460.67	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>2,951.16</u>	<u>(1,542.84)</u>	<u>65.67</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>46,439.27</u></u>	<u><u>(7,776.73)</u></u>	<u><u>85.66</u></u>	<u><u>54,423.62</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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>							
901-49800-210	REC, PUB & OTHER SERVICES	5,500.00	5,500.00	2,849.74	(2,650.26)	51.81	8,639.49
	<i>TOTAL SUPPLIES</i>	5,500.00	5,500.00	2,849.74	(2,650.26)	51.81	8,639.49
	TOTAL LOW RENT TENANT SERVICE	5,500.00	5,500.00	2,849.74	(2,650.26)	51.81	8,639.49

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	11,775.25	(12,224.75)	49.06	16,152.59
901-49700-121 PERA (EMPLOYER)	1,800.00	1,800.00	883.17	(916.83)	49.07	1,200.39
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,836.00	1,836.00	881.43	(954.57)	48.01	1,235.68
901-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	3,072.75	3,072.75	.00	.00
901-49700-151 WORKERS' COMPENSATION PREMIU	1,584.00	1,584.00	525.76	(1,058.24)	33.19	654.36
TOTAL PERSONAL SERVICES	29,220.00	29,220.00	17,138.36	(12,081.64)	58.65	19,243.02
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	2,761.69	(1,238.31)	69.04	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	2,761.69	(1,438.31)	65.75	2,971.99
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	32,000.00	32,000.00	23,169.79	(8,830.21)	72.41	35,120.07
901-49700-360 INSURANCE AND BONDS	11,364.00	11,364.00	7,919.00	(3,445.00)	69.68	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	21,159.45	(14,840.55)	58.78	35,194.08
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	4,754.25	(5,745.75)	45.28	7,245.59
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	808.70	(5,691.30)	12.44	1,365.38
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	2,535.18	(464.82)	84.51	2,670.72
TOTAL OTHER SERVICES AND CHA	112,364.00	112,364.00	60,346.37	(52,017.63)	53.71	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	80,246.42	(121,537.58)	39.77	933,539.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	129,535.43			996,602.96
NET REVENUES OVER EXPENDITURE	.00	.00	47,782.21			(870,709.92)

CITY OF CAMBRIDGE
BALANCE SHEET
AUGUST 31, 2020

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	170,855.11
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>171,685.70</u>
<u>LIABILITIES AND EQUITY</u>		
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	141,667.29
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		<u>30,018.41</u>
BALANCE - CURRENT DATE		<u>30,018.41</u>
TOTAL FUND EQUITY		<u>171,685.70</u>
TOTAL LIABILITIES AND EQUITY		<u>171,685.70</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	51,115.00	(3,315.00)	106.94	73,512.00
902-33161 COVID 19 SECT 8 ADMIN GRANT	.00	.00	28,128.00	(28,128.00)	.00	.00
TOTAL INTERGOVERNMENTAL REVE	47,800.00	47,800.00	79,243.00	(31,443.00)	165.78	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	103.27	(53.27)	206.54	115.38
TOTAL INTEREST	50.00	50.00	103.27	(53.27)	206.54	115.38
TOTAL FUND REVENUE	48,000.00	48,000.00	79,346.27			75,815.83

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2020

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 ADMINISTRATIVE						
<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	40,660.61	(3,339.39)	92.41	47,010.29
<i>TOTAL OTHER SERVICES AND CHA</i>	47,000.00	47,000.00	43,860.61	(3,139.39)	93.32	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
TOTAL SECT 8 ADMINISTRATIVE	48,000.00	48,000.00	43,860.61	(4,139.39)	91.38	52,885.29

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	227,195.00	227,195.00	.00	302,087.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(223,489.69)	(223,489.69)	.00	(303,344.05)
902-49775-376 URP PORT REC	.00	.00	1,656.00	1,656.00	.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	5,467.25	5,467.25	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	5,467.25	5,467.25	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	49,327.86			52,885.29
NET REVENUES OVER EXPENDITURE	.00	.00	30,018.41			22,930.54

CITY OF CAMBRIDGE
BALANCE SHEET
AUGUST 31, 2020

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	375,028.75	
903-10200	EDA HOUSING DIV OPERATING CASH	11,922.25	
	TOTAL ASSETS		<u>386,951.00</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	1,020.78	
	BALANCE - CURRENT DATE	1,020.78	
	TOTAL FUND EQUITY		<u>386,951.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>386,951.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	1,548.26	66.74	95.87	2,269.04
TOTAL INTEREST & MISC INCOME	1,615.00	1,615.00	1,548.26	66.74	95.87	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	1,548.26			12,095.54

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	490.00	(1,010.00)	32.67	1,575.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	115.00	115.00	37.48	(77.52)	32.59	120.45
	<i>TOTAL FUNCTION 1</i>	<u>1,615.00</u>	<u>1,615.00</u>	<u>527.48</u>	<u>(1,087.52)</u>	<u>32.66</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>527.48</u></u>	<u><u>(1,087.52)</u></u>	<u><u>32.66</u></u>	<u><u>2,403.45</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	527.48			2,403.45
NET REVENUES OVER EXPENDITURE	.00	.00	1,020.78			9,692.09

CITY OF CAMBRIDGE
BALANCE SHEET
AUGUST 31, 2020

CAPITAL FUND PROGRAM-HUD

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

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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 8 MONTHS ENDING AUGUST 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 8 MONTHS ENDING AUGUST 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
 AUGUST 31, 2020

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10200	EDA OPERATING ACCT-SECTION 8		2,341.64
	TOTAL ASSETS		2,341.64
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP		1.64
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	2,340.00	
	BALANCE - CURRENT DATE		2,340.00
	TOTAL FUND EQUITY		2,341.64
	TOTAL LIABILITIES AND EQUITY		2,341.64

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	302,256.00	49,944.00	85.82	480,125.00
TOTAL INTERGOVERNMENTAL REVE	352,200.00	352,200.00	302,256.00	49,944.00	85.82	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	 352,200.00	 352,200.00	 302,256.00			 484,125.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	298,704.00	(53,496.00)	84.81	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>299,916.00</u>	<u>(52,284.00)</u>	<u>85.16</u>	<u>464,456.00</u>
TOTAL HAP EXPENDITURES	<u><u>352,200.00</u></u>	<u><u>352,200.00</u></u>	<u><u>299,916.00</u></u>	<u><u>(52,284.00)</u></u>	<u><u>85.16</u></u>	<u><u>464,456.00</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	299,916.00			464,456.00
NET REVENUES OVER EXPENDITURE	.00	.00	2,340.00			19,669.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2020

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-36210 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	191,542.97	83,457.03	69.65	277,743.52
TOTAL MALL OPERATING REVENUES	275,000.00	275,000.00	191,542.97	83,457.03	69.65	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>191,542.97</u>			<u>490,376.12</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	68,764.82 (27,747.18)	71.25	95,263.53
205-41930-112	EDA MEETING PAYMENTS	2,500.00	2,500.00	665.00 (1,835.00)	26.60	665.00
205-41930-121	PERA (EMPLOYER)	7,452.00	7,452.00	5,157.36 (2,294.64)	69.21	7,041.00
205-41930-122	FICA/MEDICARE (EMPLOYER)	7,601.00	7,601.00	5,103.06 (2,497.94)	67.14	7,051.80
205-41930-131	MEDICAL/DENTAL/LIFE	17,423.00	17,423.00	12,583.65 (4,839.35)	72.22	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	1,200.00 .00	100.00	1,200.00
205-41930-151	WORKERS' COMPENSATION PREMIU	575.00	575.00	227.79 (347.21)	39.62	297.68
205-41930-154	HRA/FLEX FEES	100.00	100.00	49.85 (50.15)	49.85	73.40
	TOTAL PERSONAL SERVICES	136,208.00	136,208.00	93,751.53 (42,456.47)	68.83	128,105.61
<i>SUPPLIES</i>						
205-41930-201	OFFICE SUPPLIES	250.00	250.00	212.97 (37.03)	85.19	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	248.97
	TOTAL SUPPLIES	3,750.00	3,750.00	212.97 (3,537.03)	5.68	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	3,553.60 753.60	126.91	2,709.72
205-41930-321	TELEPHONE/CELLULAR	1,400.00	1,400.00	725.90 (674.10)	51.85	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	1,457.66 1,457.66	.00	997.81
205-41930-381	ELECTRIC UTILITIES	.00	.00	1,173.16 1,173.16	.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	310.75 310.75	.00	2,623.31
	TOTAL OTHER SERVICES & CHARG	11,600.00	11,600.00	7,491.43 (4,108.57)	64.58	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	6,335.00 (3,665.00)	63.35	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	704.00 (796.00)	46.93	1,941.50
205-41930-451	TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	14,309.39 14,309.39	.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	1,400.00 (16,600.00)	7.78	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	23,043.39 (15,256.61)	60.17	58,241.22

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	124,499.32	(65,358.68)	65.57	204,218.87

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	19,271.99	(9,573.01)	66.81	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	3,432.26	(3,567.74)	49.03	4,984.80
205-47000-121 PERA (EMPLOYER)	2,164.00	2,164.00	1,445.40	(718.60)	66.79	2,042.13
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,207.00	2,207.00	1,686.81	(520.19)	76.43	2,379.73
205-47000-131 MEDICAL/DENTAL/LIFE	8,712.00	8,712.00	6,286.41	(2,425.59)	72.16	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	735.37	(848.63)	46.42	946.16
205-47000-154 HRA/FLEX FEES	100.00	100.00	24.95	(75.05)	24.95	36.70
TOTAL PERSONAL SERVICES	52,212.00	52,212.00	32,883.19	(19,328.81)	62.98	45,959.87
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	148.73	(51.27)	74.37	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	5,310.82	(9,689.18)	35.41	7,856.20
205-47000-240 SMALL TOOLS	3,000.00	3,000.00	1,766.73	(1,233.27)	58.89	39.97
TOTAL SUPPLIES	18,325.00	18,325.00	7,250.15	(11,074.85)	39.56	8,193.16
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	170.08	(179.92)	48.59	261.86
205-47000-360 INSURANCE AND BONDS	6,100.00	6,100.00	3,640.00	(2,460.00)	59.67	6,135.20
205-47000-381 ELECTRIC UTILITIES	22,000.00	22,000.00	8,607.22	(13,392.78)	39.12	16,161.17
205-47000-382 WATER/WASTEWATER UTILITIES	5,200.00	5,200.00	3,391.21	(1,808.79)	65.22	5,069.01
205-47000-383 GAS UTILITIES	4,400.00	4,400.00	1,553.51	(2,846.49)	35.31	2,417.58
205-47000-384 REFUSE HAULING	4,200.00	4,200.00	3,777.46	(422.54)	89.94	4,202.27
TOTAL OTHER SERVICES & CHARG	42,250.00	42,250.00	21,139.48	(21,110.52)	50.03	34,247.09
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	20,032.56	4,032.56	125.20	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	(1.35)	(12,001.35)	(.01)	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	27,297.48	27,297.48	.00	.00
TOTAL MISCELLANEOUS	29,500.00	29,500.00	49,064.89	19,564.89	166.32	44,809.32
TOTAL MALL OPERATING EXPENSES	142,287.00	142,287.00	110,337.71	(31,949.29)	77.55	133,209.44

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 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	234,837.03			337,428.31
NET REVENUES OVER EXPENDITURE	244,746.00	237,246.00	(43,294.06)			152,947.81

CAMBRIDGE EDA MEETING
October 19, 2020
BILLS LIST

Disbursement Type:	Date:	Numbers:	Submitted For <u>Approval</u>
ACH-Section 8 Business (see attached batch 247)	9/1/2020	n/a	\$ 55,687.00
ACH-Section 8 Individuals (see attached batch 247)	9/1/2020	n/a	\$ 795.00
ACH-Section 8 Individuals (see attached batch 246)	9/1/2020	n/a	\$ 11,487.00
ACH-Section 8 Individuals (see attached batch 249)	9/15/2020	n/a	\$ 628.00
Prepaid Totals			<u>\$ 68,597.00</u>

ACH-Section 8 Business (see attached batch 249)

\$ 68,597.00

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA Housing disbursements from 9/1/2020-9/30/2020.

Caroline Moe 10-8-2020
Caroline Moe, Director of Finance signature & date

Deb Barrett 10/8/2020
Deb Barrett, Housing Supervisor signature & date

ACH Transaction Report

Batch #: 000247

Created On: 08/26/2020

Name	Amount
Bungalows of Chisago L	\$1,003.00
Calhoun Apartments	\$1,115.00
Cambridge Square Assoc	\$1,179.00
Cambridge Town Square	\$1,369.00
Liu's Real Estate Deve	\$10,787.00
DJ Properties of Stanc	\$1,587.00
Elmhurst Apt. c/o Lifs	\$280.00
Erlandson Group LLC	\$556.00
Haven Properties	\$356.00
New Challenges, Inc.	\$2,927.00
Isanti Village Apartme	\$1,118.00
Kaizen Property Soluti	\$1,054.00
Kestrel Meadows Townho	\$5,594.00
Legacy Townhomes	\$4,357.00
Main Street Flats LP	\$1,908.00
Allen Moulton	\$313.00
Normandy Townhomes	\$3,672.00
North Branch Senior Ho	\$356.00
Oakhurst Apartments	\$352.00
Oakview Terrace Townho	\$3,231.00
PG Companies Redwing A	\$1,206.00
Pine Village LLC	\$118.00
Rush Oaks Apartments	\$392.00
Sunrise Court Apartmen	\$980.00
Sunset Assets LLC	\$603.00
Tower Terrace Limited	\$5,465.00
Wyoming Limited Partne	\$1,443.00
Wyoming Limited Partne	\$2,366.00
Cambridge EDA	\$-55,687.00
Brett Nelson	\$795.00
Cambridge EDA	\$-795.00

Batch Total: \$0.00

ACH Transaction Report

Batch #: 000246

Created On: 08/26/2020

Name	Amount
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	\$410.00
Michael Doran	\$548.00
Loral Myers	\$507.00
Ordeen Splittstoser	\$266.00
Randall Propp	\$620.00
Richard Berget	\$251.00
Robert Blaisdell-Blais	\$414.00
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	\$-11,487.00
Batch Total:	\$0.00

ACH Transaction Report

Batch #: 000249
Created On: 09/14/2020

Name	Amount
Trikin Properties Inc.	\$628.00
Cambridge EDA	\$-628.00
Batch Total:	\$0.00

CAMBRIDGE EDA MEETING
October 19, 2020
BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	9/16/2020	117824, 117843	58.65
Prepaid Checks	9/30/2020	117898 - 117978	31,620.73
Prepaid Checks	10/7/2020	117990 - 118059	14,859.82

Prepaid Totals 46,539.20

TOTAL SUBMITTED FOR APPROVAL

\$46,539.20

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 9/10/20-10/7/2020.

Caroline Moe 10-8-2020
Caroline Moe, Director of Finance signature & date

Linda Gerlach 10-8-2020
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
3056	Lake Superior Laundry Inc.	Mall Rugs	54.40
	Total 3056:		54.40
	Grand Totals:		58.65

Dated: 9/16/2020

City Treasurer: Caroline Tve

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/20	09/16/2020	117824	1140	Cintas Corporation	205-20100	4.25
09/20	09/16/2020	117843	3056	Lake Superior Laundry Inc.	205-20100	54.40
Grand Totals:						<u>58.65</u>

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Fertilization - Bridge Park	129.43
	Total 306:		129.43
444	Bassing Electric	Electrical Service Work - Bridge Park	681.59
	Total 444:		681.59
670	Brad Hoheisel Tree Service, L	Tree Removal - Bridge Park	3,000.00
	Total 670:		3,000.00
969	Cardmember Service	Molded Plastic Folding Tables - Mall	1,679.86
	Total 969:		1,679.86
1070	Central Roofing Company	Heat Tape Install - Mall	7,600.00
	Total 1070:		7,600.00
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		8.50
1613	Dusty's Drain Cleaning, Inc.	Repairs & Maintenance - Bridge Park	250.00
	Total 1613:		250.00
1648	East Central Exterminating	Inspection & Treatment - Bridge Park	245.00
	Total 1648:		245.00
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	160.68
	Total 1686:		160.68
1837	Evergreen Recycling LLC	Bulbs Recycling - Bridge Park	25.00
	Total 1837:		25.00
2411	Hillyard Inc.	Maintenance Supplies - Mall	257.70
	Total 2411:		257.70
3006	Kramer Mechanical Plumbing	Repairs - Bridge Park Apt	340.48
	Total 3006:		340.48
3056	Lake Superior Laundry Inc.	Mall Rugs	54.40

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3056:			54.40
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base Rate	15.98
Total 3543:			15.98
3933	Mora HRA	September Contracted Section 8 Administration	9,180.32
Total 3933:			9,180.32
5528	Tight Miter Carpentry, LLC	Gazebo Repairs - Bridge Park	7,840.00
Total 5528:			7,840.00
5801	Verizon Wireless	wireless phone service - Economic Development	89.63
5801	Verizon Wireless	wireless phone service - Maintenance	20.72
5801	Verizon Wireless	wireless phone service - Bridge Park	41.44
Total 5801:			151.79
Grand Totals:			31,620.73

Dated: 9/30/2020City Treasurer: Arline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/20	09/30/2020	117898	306	ARC Irrigation, LLC	901-20100	129.43
09/20	09/30/2020	117900	444	Bassing Electric	901-20100	681.59
09/20	09/30/2020	117903	670	Brad Hoheisel Tree Service, LLC	901-20100	3,000.00
09/20	09/30/2020	117906	969	Cardmember Service	205-20100	1,679.86
09/20	09/30/2020	117908	1070	Central Roofing Company	205-20100	7,600.00
09/20	09/30/2020	117912	1140	Cintas Corporation	205-20100	8.50
09/20	09/30/2020	117919	1613	Dusty's Drain Cleaning, Inc.	901-20100	250.00
09/20	09/30/2020	117921	1648	East Central Exterminating	901-20100	245.00
09/20	09/30/2020	117923	1686	Ecolab Pest Elimination Div.	901-20100	160.68
09/20	09/30/2020	117926	1837	Evergreen Recycling LLC	901-20100	25.00
09/20	09/30/2020	117933	2411	Hillyard / Minneapolis	205-20100	257.70
09/20	09/30/2020	117943	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	340.48
09/20	09/30/2020	117944	3056	Lake Superior Laundry Inc.	205-20100	54.40
09/20	09/30/2020	117953	3543	Metro Sales, Inc.	901-20100	15.98
09/20	09/30/2020	117955	3933	Mora HRA	902-20100	9,180.32
09/20	09/30/2020	117974	5528	Tight Miter Carpentry, LLC	901-20100	7,840.00
09/20	09/30/2020	117978	5801	Verizon Wireless	205-20100	151.79
Grand Totals:						31,620.73

Vendor	Vendor Name	Description	Net Invoice Amount
596	Bloomquist Electric Inc	Heat Tape Project - Final Payment	1,099.72
Total 596:			1,099.72
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Maintenance	34.37
Total 906:			34.37
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 September - Bridge Pa	280.00
Total 1602:			2,280.00
2467	Hummingbird Environmental,	Removal and Disposal ACM - 627 1st Ave, 345 4th Ave	5,385.00
Total 2467:			5,385.00
3258	Local 49 H&W Fund	Health Insurance November	1,527.00
3258	Local 49 H&W Fund	Health Insurance November	763.50
3258	Local 49 H&W Fund	Health Insurance November	1,145.25
3258	Local 49 H&W Fund	Health Insurance November	381.75
Total 3258:			3,817.50
3501	MEI Total Elevator Solutions	October Monthly Service - Bridge Park	260.62
Total 3501:			260.62
3521	Menards	Materials - Operating Supplies - Bridge Park	38.22
3521	Menards	Maintenance Supplies - Mall	32.04
Total 3521:			70.26
4011	NAC Mechanical & Electrical	Fall Semi-Annual Maintenance	1,019.70
Total 4011:			1,019.70
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
Total 5965:			888.40
Grand Totals:			14,859.82

Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 10/7/2020

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/20	10/07/2020	117990	596	Bloomquist Electric Inc	205-20100	1,099.72
10/20	10/07/2020	117995	1140	Cintas Corporation	205-20100	4.25
10/20	10/07/2020	118002	1602	Duff Companies, LLC	901-20100	2,280.00
10/20	10/07/2020	118011	2467	Hummingbird Environmental, LLC	205-20100	5,385.00
10/20	10/07/2020	118022	3258	I.U.O.E. Local 49 Fringe Benefit Fund	901-20100	3,817.50
10/20	10/07/2020	118027	3501	MEI Total Elevator Solutions	901-20100	260.62
10/20	10/07/2020	118028	3521	Menards	205-20100	70.26
10/20	10/07/2020	118034	4011	NAC Mechanical & Electrical Services	205-20100	1,019.70
10/20	10/07/2020	118035	906	NAPA Central MN	205-20100	34.37
10/20	10/07/2020	118059	5965	White Bear IT Solutions LLC	901-20100	888.40
Grand Totals:						<u>14,859.82</u>