

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes – November 16, 2020**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, November 16, 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, 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 5:00 p.m.

**Approval of Agenda**

Godfrey 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 October 19, 2020 meeting minutes
- B. Approve EDA Draft September 2020 Financial Statements
- C. Housing Division October 2020 Bills ACH only, Totaling \$69,865.00
- D. Approve EDA Admin Division Bills Checks # 118075- # 118334 Totaling \$31,508.04
- E. Housing Supervisor's Monthly Report
- F. CARES Act Business Assistance

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

**Work Session**

There were no items under the work session.

**Unfinished Business**

*Award Bids for Roofing and HVAC Rehabilitation Project*

Gustafson informed the board members that the City received 10 bids on November 4, 2020 for roof replacement and HVAC rehabilitation for City Center Mall and City Hall. Inspec and SEH, along with staff, have reviewed the bids and have made the recommendation to go with Versacon, Inc. for the roof replacement and HVAC rehabilitation. The contractor is providing a 30-year warranty from the membrane manufacturer, and the contractor is also providing a 5-year warranty covering all roofing work. The building department will still provide inspection services for this project and will work with Inspec and SEH. Gustafson said the long-range plan

for the City and EDA called for approximately \$1.5 million for the roof and HVAC replacement, and currently the estimated costs for the project will be about \$1.2 million. Morin moved, seconded by Iverson, to award the bid to Versacon, Inc. for \$673,904 with additions or deductions as stated, and also to authorized the Mayor and City Administrator to sign the AIA Document A101-2017. Motion passed unanimously.

### **New Business**

#### *Modification to the Development Program for Development District No. 6 and the Tax Increment Financing Plan for the Establishment of Tax Increment Financing District No. 6-21*

Gustafson stated that staff has been working with DK Design and Development and INH Property Management, known as Heritage Greens of Cambridge, LLC, on constructing two apartment complexes and 33 townhomes in three phases. Phase 1 would include a 75-unit residential apartment building, Phase 2 would include another 75-unit residential apartment building, and Phase 3 is estimated for 33 townhomes. Gustafson said the developer is seeking Tax Increment Financing to help finance the project with the added cost of this development. The cost of the development is higher because it is a multi-phase, multi-year project, there will be a full under-building garage, storm water infiltration system, units will have forced heating and cooling systems, among a few other upgrades to the units. The request for Phase 1 is \$1,650,000, for Phase 2 is \$1,530,000, and for Phase 3 is \$815,000. The total request amount for all three phases comes to \$3,995,000. Nick Anhut, of Ehlers, Inc., was in attendance, and further explained how TIF would work. He stated the entire district could be paid off in 20 years or less based on the proposed plan, provided all three phases are completed. To be able to apply for TIF, at least 20% of the units in each phase would need to qualify with household income limits by household size, and maximum gross rents by bedroom sizes. Conley moved, seconded by Iverson, to approve Resolution R20-006 recommending the establishment of Tax Increment Financing District No. 6-21 within Development District No. 6, adopting a Tax Increment Financing Plan, and recommending City Council discuss and hold a Public Hearing with the formal approval being subject to the council decision. Motion passed unanimously.

#### *Recommend to the City Council for the Approval of the Contract for Private Development, with Heritage Greens of Cambridge, LLC*

Gustafson said staff had been working with DK Design and Development and INH Property Management, known as Heritage Greens of Cambridge, LLC, about constructing two apartment complexes and 33 townhomes in three phases. Tax Increment Financing will be used for this project, and the developer is requesting \$3,995,000 for all three phases. This will be broken down to \$1,650,000 for Phase 1, \$1,530,000 for Phase 2, and \$815,000 for Phase 3. Based on the proposed plan, the entire district could be paid off in 20 years or less, provided all three phases are completed. The Contract for Private Development defines the obligation of both the City and the Developer and has been reviewed by Ehlers, the City Attorney, and staff. Godfrey moved, seconded by Iverson, to recommend the City Council approve the Contract for Private Development with Heritage Greens of Cambridge, LLC. Motion passed unanimously.

*Modification to the Development Program for Development District No. 6 and the Tax Increment Financing Plan for the Establishment of Tax Increment Financing District No. 6-22*

Gustafson reviewed with the board members, that staff has been working with Unique Opportunities Cambridge, LLC to construct a four-story apartment complex on Lot 1 Block 1 of Heritage Greens in Cambridge. This would be a 48-unit building on approximately 2.17 acres that sits directly north of the Isanti County Government Center. The cost of the project is approximately \$6 million, and the developer is requesting \$445,000 in Tax Increment Financing to complete its construction. Nick Anhut, of Ehlers, Inc., was in attendance and said he has reviewed the financial projections for this project and their request for assistance, and has determined the project would not move forward without the assistance of TIF. Income from the project would be used to pay off the request within 10 years. The units are market rate apartments, but 20% of the units will need to be qualified with household income limits by household size, and maximum gross rents by bedroom sizes, to be eligible for TIF. Conley moved, seconded by Godfrey, to approve Resolution R20-007 recommending the City Council Establishment of Tax Increment Financing District No. 6-22 within Development District No. 6, adopt a Tax Increment Financing Plan, and recommend City Council discuss and hold a Public Hearing. Motion passed unanimously.

*Recommend to the City Council for the Approval of the Contract for Private Development, Unique Opportunities Cambridge, LLC*

Gustafson said staff had been working with Unique Opportunities Cambridge, LLC about constructing a 48-unit apartment building in Heritage Greens. Tax Increment Financing will be used for this project, and the developer is requesting \$445,000 to construct the four-story apartment building, underground parking, and adequate surface parking. Based on the proposed plan, the district could be paid off in 10 years or less. The Contract for Private Development defines the obligation of both the City and the Developer and has been reviewed by Ehlers, the City Attorney, and staff. Conley moved, seconded by Iverson, to recommend the City Council approve the Contract for Private Development with Unique Opportunities Cambridge, LLC. Motion passed unanimously.

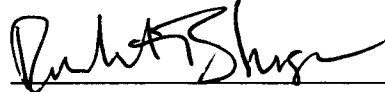
*Approve Lease Amendment and Renewal with The Gamers Den*

The Gamers Den has lease space from the City Center Mall since 2006, and currently lease suites 142, 174, and 156. Gustafson stated that they are requesting to lease suite 144 based on a Letter of Intent. Other mall tenants were notified that suite 144 would be available, with no response. The Gamers Den would like to take possession immediately of the suite after signing the lease, as they would like to have some electrical work done to add more outlets. Gustafson stated they would only pay half of their first payment in December to allow for the electrical work to be completed, but noted the lease rate would be the same as their other suites of \$9.75 per square foot. With suite 144 being 1,452 square feet, the monthly rent payment would be \$1,179.75. This rent would increase by \$0.25 per square foot over the next three years. Morin moved, seconded by Iverson, to approve the lease amendment for The Gamers

Den by adding suite 144 to their existing lease of suites 142, 156, and 174 in City Center mall, approve their possession starting immediately after the lease is signed with indicated rents, and authorize the Economic Development Authority President and Executive Director to sign the lease. Motion passed unanimously.

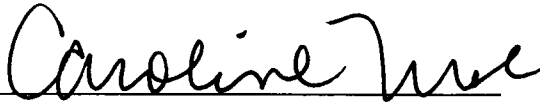
**Adjournment**

Conley moved, seconded by Godfrey, to adjourn the meeting at 5:39 p.m. Motion carried unanimously.



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Bob Shogren, President

ATTEST:



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Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2020

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(	4.70)	
901-10102	INVESTMENTS-PBC		120,059.18	
901-10200	EDA OPERATING ACCOUNT-LOW RENT		75,260.60	
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>565,205.96</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS		38.22	
901-22600	TENANT SECURITY DEPOSITS		31,188.95	
	TOTAL LIABILITIES			<u>31,227.17</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)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		<u>45,312.58</u>	
	BALANCE - CURRENT DATE		<u>45,312.58</u>	
	TOTAL FUND EQUITY			<u>533,978.79</u>
	TOTAL LIABILITIES AND EQUITY			<u>565,205.96</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	45,792.00	29,208.00	61.06	76,779.00
901-33161 COVID 19 OPERATING GRANT	.00	.00	11,246.00	( 11,246.00)	.00	.00
<b>TOTAL INTERGOVERNMENTAL REVE</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>57,038.00</b>	<b>17,962.00</b>	<b>76.05</b>	<b>76,779.00</b>
<u>INTEREST &amp; MISC INCOME</u>						
901-36210 INTEREST EARNINGS	500.00	500.00	191.82	308.18	38.36	881.12
<b>TOTAL INTEREST &amp; MISC INCOME</b>	<b>500.00</b>	<b>500.00</b>	<b>191.82</b>	<b>308.18</b>	<b>38.36</b>	<b>881.12</b>
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,000.00	147,000.00	138,057.00	8,943.00	93.92	170,319.02
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	2,364.74	1,635.26	59.12	3,097.48
<b>TOTAL RENTAL INCOME</b>	<b>151,000.00</b>	<b>151,000.00</b>	<b>140,421.74</b>	<b>10,578.26</b>	<b>92.99</b>	<b>173,416.50</b>
<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
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>35,000.00</b>	<b>35,000.00</b>	<b>.00</b>	<b>35,000.00</b>	<b>.00</b>	<b>74,816.42</b>
<b>TOTAL FUND REVENUE</b>	<b>261,500.00</b>	<b>261,500.00</b>	<b>197,651.56</b>			<b>325,893.04</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	25,009.77	( 4,990.23)	83.37	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	1,875.72	( 374.28)	83.37	2,430.42
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,295.00	2,295.00	1,692.76	( 602.24)	73.76	2,417.79
901-49500-131 MEDICAL/LIFE/DENTAL	.00	.00	7,099.84	7,099.84	.00	.00
901-49500-151 WORKERS' COMPENSATION PREMIU	227.00	227.00	115.81	( 111.19)	51.02	95.99
901-49500-154 HRA/FLEX FEES	.00	.00	54.55	54.55	.00	73.35
<b>TOTAL PERSONAL SERVICES</b>	<b>34,772.00</b>	<b>34,772.00</b>	<b>35,848.45</b>	<b>1,076.45</b>	<b>103.10</b>	<b>37,423.24</b>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	1,936.12	936.12	193.61	769.51
<b>TOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>1,936.12</b>	<b>936.12</b>	<b>193.61</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	3,997.80	997.80	133.26	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	3,940.36	( 2,859.64)	57.95	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
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>13,950.00</b>	<b>13,950.00</b>	<b>10,068.94</b>	<b>( 3,881.06)</b>	<b>72.18</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	118.14	( 281.86)	29.54	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
<b>TOTAL MISCELLANEOUS</b>	<b>4,494.00</b>	<b>4,494.00</b>	<b>2,967.14</b>	<b>( 1,526.86)</b>	<b>66.02</b>	<b>3,590.72</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>54,216.00</b>	<b>54,216.00</b>	<b>50,820.65</b>	<b>( 3,395.35)</b>	<b>93.74</b>	<b>54,423.62</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	3,213.32	( 2,286.68)	58.42	8,639.49
	<i>TOTAL SUPPLIES</i>	5,500.00	5,500.00	3,213.32	( 2,286.68)	58.42	8,639.49
	<b>TOTAL LOW RENT TENANT SERVICE</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>3,213.32</b>	<b>( 2,286.68)</b>	<b>58.42</b>	<b>8,639.49</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	13,081.11	( 10,918.89)	54.50	16,152.59
901-49700-121 PERA (EMPLOYER)	1,800.00	1,800.00	970.05	( 829.95)	53.89	1,200.39
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,836.00	1,836.00	971.54	( 864.46)	52.92	1,235.68
901-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	3,454.50	3,454.50	.00	.00
901-49700-151 WORKERS' COMPENSATION PREMIU	1,584.00	1,584.00	717.42	( 866.58)	45.29	654.36
<b>TOTAL PERSONAL SERVICES</b>	<b>29,220.00</b>	<b>29,220.00</b>	<b>19,194.62</b>	<b>( 10,025.38)</b>	<b>65.69</b>	<b>19,243.02</b>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	2,803.67	( 1,196.33)	70.09	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>2,803.67</b>	<b>( 1,396.33)</b>	<b>66.75</b>	<b>2,971.99</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	32,000.00	32,000.00	36,287.59	4,287.59	113.40	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	23,012.39	( 12,987.61)	63.92	35,194.08
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	5,246.25	( 5,253.75)	49.96	7,245.59
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	901.73	( 5,598.27)	13.87	1,365.38
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	2,939.76	( 60.24)	97.99	2,670.72
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>112,364.00</b>	<b>112,364.00</b>	<b>76,306.72</b>	<b>( 36,057.28)</b>	<b>67.91</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>98,305.01</b>	<b>( 103,478.99)</b>	<b>48.72</b>	<b>933,539.85</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	152,338.98			996,602.96
NET REVENUES OVER EXPENDITURE	.00	.00	45,312.58			( 670,709.92)

CITY OF CAMBRIDGE  
 BALANCE SHEET  
 SEPTEMBER 30, 2020

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10200	EDA OPERATING ACCT-SECTION 8	171,853.08	
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>172,683.67</u>

LIABILITIES AND EQUITY

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	141,667.29	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	31,016.38	
	BALANCE - CURRENT DATE	31,016.38	
	TOTAL FUND EQUITY		<u>172,683.67</u>
	TOTAL LIABILITIES AND EQUITY		<u>172,683.67</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	63,223.00	( 15,423.00)	132.27	73,512.00
902-33161 COVID 19 SECT 8 ADMIN GRANT	.00	.00	28,128.00	( 28,128.00)	.00	.00
<b>TOTAL INTERGOVERNMENTAL REVE</b>	<b>47,800.00</b>	<b>47,800.00</b>	<b>91,351.00</b>	<b>( 43,551.00)</b>	<b>191.11</b>	<b>73,512.00</b>
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	150.00	150.00	.00	150.00	.00	2,188.45
<b>TOTAL RENTAL INCOME</b>	<b>150.00</b>	<b>150.00</b>	<b>.00</b>	<b>150.00</b>	<b>.00</b>	<b>2,188.45</b>
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	50.00	50.00	117.56	( 67.56)	235.12	115.38
<b>TOTAL INTEREST</b>	<b>50.00</b>	<b>50.00</b>	<b>117.56</b>	<b>( 67.56)</b>	<b>235.12</b>	<b>115.38</b>
<b>TOTAL FUND REVENUE</b>	<b>48,000.00</b>	<b>48,000.00</b>	<b>91,468.56</b>			<b>75,815.83</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	49,840.93	5,840.93	113.27	47,010.29
<i>TOTAL OTHER SERVICES AND CHA</i>	47,000.00	47,000.00	53,040.93	6,040.93	112.85	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>53,040.93</b>	<b>5,040.93</b>	<b>110.50</b>	<b>52,885.29</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	259,163.00	259,163.00	.00	302,087.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 253,697.69)	( 253,697.69)	.00	( 303,344.05)
902-49775-376 URP PORT REC	.00	.00	1,840.00	1,840.00	.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	7,411.25	7,411.25	.00	.00
<b>TOTAL HAP OCCUPIED UNITS</b>	<b>.00</b>	<b>.00</b>	<b>7,411.25</b>	<b>7,411.25</b>	<b>.00</b>	<b>.00</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	60,452.18			52,885.29
NET REVENUES OVER EXPENDITURE	.00	.00	31,016.38			22,930.54

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 2020

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10102	INVESTMENTS--PBC	375,213.69	
903-10200	EDA,HOUSING DIV OPERATING CASH	11,923.23	
	TOTAL ASSETS		<u>387,136.92</u>

LIABILITIES AND EQUITY

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	385,930.22	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,206.70	
	BALANCE - CURRENT DATE	1,206.70	
	TOTAL FUND EQUITY		<u>387,136.92</u>
	TOTAL LIABILITIES AND EQUITY		<u>387,136.92</u>



**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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>							
903-38210	INTEREST EARNINGS	1,615.00	1,615.00	1,734.18	( 119.18)	107.38	2,269.04
	TOTAL INTEREST & MISC INCOME	1,615.00	1,615.00	1,734.18	( 119.18)	107.38	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	1,734.18			12,095.54

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	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>
<u>OTHER SERVICES AND CHARGES</u>							
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>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 9 MONTHS ENDING SEPTEMBER 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	527.48			2,403.45
NET REVENUES OVER EXPENDITURE	.00	.00	1,206.70			9,692.09

CITY OF CAMBRIDGE  
BALANCE SHEET  
SEPTEMBER 30, 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 9 MONTHS ENDING SEPTEMBER 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
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	19,685.00	15,315.00	56.24	74,816.42
TOTAL FUND REVENUE	35,000.00	35,000.00	19,685.00			74,816.42

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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 9 MONTHS ENDING SEPTEMBER 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  
SEPTEMBER 30, 2020

HAP SECTION 8 VOUCHERS PROGRAM

ASSETS

905-10200	EDA OPERATING ACCT-SECTION 8	4,989.64	
	TOTAL ASSETS		<u>4,989.64</u>

LIABILITIES AND EQUITY

FUND EQUITY

905-27200	RESTRICTED NET ASSETS-HAP	1.64	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>4,988.00</u>	
	BALANCE - CURRENT DATE	<u>4,988.00</u>	
	TOTAL FUND EQUITY		<u>4,989.64</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,989.64</u>



**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	341,349.00	10,851.00	96.92	480,125.00
TOTAL INTERGOVERNMENTAL REVE	352,200.00	352,200.00	341,349.00	10,851.00	96.92	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	 341,349.00			 484,125.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	335,149.00	( 17,051.00)	95.16	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>336,361.00</u>	<u>( 15,839.00)</u>	<u>95.50</u>	<u>464,456.00</u>
<b>TOTAL HAP EXPENDITURES</b>	<u><u>352,200.00</u></u>	<u><u>352,200.00</u></u>	<u><u>336,361.00</u></u>	<u><u>( 15,839.00)</u></u>	<u><u>95.50</u></u>	<u><u>464,456.00</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	336,361.00			464,456.00
NET REVENUES OVER EXPENDITURE	.00	.00	4,988.00			19,669.00

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	215,561.14	59,438.86	78.39	277,743.52
TOTAL MALL OPERATING REVENUES	275,000.00	275,000.00	215,561.14	59,438.86	78.39	277,743.52
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	294,391.00	294,391.00	294,391.00	.00	100.00	200,000.00
TOTAL TRANSFERS FROM OTHER FU	294,391.00	294,391.00	294,391.00	.00	100.00	200,000.00
TOTAL FUND REVENUE	<u>569,391.00</u>	<u>569,391.00</u>	<u>509,952.14</u>			<u>490,376.12</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	76,411.22	( 20,100.78)	79.17	95,263.53
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	840.00	( 1,660.00)	33.60	665.00
205-41930-121 PERA (EMPLOYER)	7,452.00	7,452.00	5,730.84	( 1,721.16)	76.90	7,041.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,601.00	7,601.00	5,676.98	( 1,924.02)	74.69	7,051.80
205-41930-131 MEDICAL/DENTAL/LIFE	17,423.00	17,423.00	13,965.15	( 3,457.85)	80.15	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	333.04	( 241.96)	57.92	297.68
205-41930-154 HRA/FLEX FEES	100.00	100.00	54.55	( 45.45)	54.55	73.40
<b>TOTAL PERSONAL SERVICES</b>	<b>136,208.00</b>	<b>136,208.00</b>	<b>104,211.78</b>	<b>( 31,996.22)</b>	<b>76.51</b>	<b>128,105.61</b>
<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	246.97
<b>TOTAL SUPPLIES</b>	<b>3,750.00</b>	<b>3,750.00</b>	<b>212.97</b>	<b>( 3,537.03)</b>	<b>5.68</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	3,997.80	1,197.80	142.78	2,709.72
205-41930-321 TELEPHONE/CELLULAR	1,400.00	1,400.00	815.53	( 584.47)	58.25	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	1,329.58	1,329.58	.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	344.83	344.83	.00	2,623.31
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>11,600.00</b>	<b>11,600.00</b>	<b>8,215.76</b>	<b>( 3,384.24)</b>	<b>70.83</b>	<b>17,489.05</b>
<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	13,880.00	3,880.00	138.80	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
<b>TOTAL MISCELLANEOUS</b>	<b>30,800.00</b>	<b>38,300.00</b>	<b>30,588.39</b>	<b>( 7,711.61)</b>	<b>79.87</b>	<b>58,241.22</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 30, 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	143,228.90	( 46,629.10)	75.44	204,218.87

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	21,415.19	( 7,429.81)	74.24	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	1,606.14	( 557.86)	74.22	2,042.13
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,207.00	2,207.00	1,844.91	( 362.09)	83.59	2,379.73
205-47000-131 MEDICAL/DENTAL/LIFE	8,712.00	8,712.00	6,978.49	( 1,735.51)	80.08	8,248.44
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	( 600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIUM	1,584.00	1,584.00	1,117.03	( 466.97)	70.52	946.16
205-47000-154 HRA/FLEX FEES	100.00	100.00	27.30	( 72.70)	27.30	36.70
<b>TOTAL PERSONAL SERVICES</b>	<b>52,212.00</b>	<b>52,212.00</b>	<b>36,419.32</b>	<b>( 15,792.68)</b>	<b>69.75</b>	<b>45,959.87</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	200.10	.10	100.05	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	5,809.08	( 9,190.92)	38.73	7,856.20
205-47000-240 SMALL TOOLS	3,000.00	3,000.00	3,446.59	446.59	114.89	39.97
<b>TOTAL SUPPLIES</b>	<b>18,325.00</b>	<b>18,325.00</b>	<b>9,479.64</b>	<b>( 8,845.36)</b>	<b>51.73</b>	<b>8,193.16</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	190.80	( 159.20)	54.51	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	9,877.52	( 12,122.48)	44.90	16,161.17
205-47000-382 WATER/WASTEWATER UTILITIES	5,200.00	5,200.00	3,791.53	( 1,408.47)	72.91	5,089.01
205-47000-383 GAS UTILITIES	4,400.00	4,400.00	1,651.32	( 2,748.68)	37.53	2,417.58
205-47000-384 REFUSE HAULING	4,200.00	4,200.00	4,123.70	( 76.30)	98.18	4,202.27
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>42,250.00</b>	<b>42,250.00</b>	<b>23,274.87</b>	<b>( 18,975.13)</b>	<b>55.09</b>	<b>34,247.09</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	28,732.28	12,732.28	179.58	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
<b>TOTAL MISCELLANEOUS</b>	<b>29,500.00</b>	<b>29,500.00</b>	<b>57,764.61</b>	<b>28,264.61</b>	<b>195.81</b>	<b>44,809.32</b>
<b>TOTAL MALL OPERATING EXPENSES</b>	<b>142,287.00</b>	<b>142,287.00</b>	<b>126,938.44</b>	<b>( 15,348.56)</b>	<b>89.21</b>	<b>133,209.44</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 9 MONTHS ENDING SEPTEMBER 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	270,167.34			337,428.31
NET REVENUES OVER EXPENDITURE	244,746.00	237,246.00	239,784.80			152,947.81



**CAMBRIDGE EDA MEETING**

**November 16, 2020**

**BILLS LIST**

<b>Disbursement Type:</b>	<b>Date:</b>	<b>Check Numbers:</b>	<b>Submitted For <u>Approval</u></b>
ACH-Section 8 Business (see attached batch 250)	10/1/2020	n/a	\$ 321.00
ACH-Section 8 Business (see attached batch 251)	10/1/2020	n/a	\$ 56,421.00
ACH-Section 8 Individuals (see attached batch 251)	10/1/2020	n/a	\$ 770.00
ACH-Section 8 Individuals (see attached batch 252)	10/1/2020	n/a	\$ 9,709.00
ACH-Section 8 Business (see attached batch 253)	10/15/2020	n/a	\$ 990.00
ACH-Section 8 Business (see attached batch 253)	10/15/2020	n/a	\$ 1,239.00
ACH-Section 8 Business (see attached batch 253)	10/29/2020	n/a	\$ 415.00
Prepaid Totals			\$ 69,865.00
			\$ 69,865.00

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA Housing disbursements from 10/1/2020-10/31/2020.

Caroline Moe  
 Caroline Moe, Director of Finance signature & date

Deb Barrett 11/16/2020  
 Deb Barrett, Housing Supervisor signature & date

# ACH Transaction Report

Batch #: 000250

Created On: 09/28/2020

<u>Name</u>	<u>Amount</u>
Liu's Real Estate Deve	\$321.00
Cambridge EDA	\$-321.00
<b>Batch Total:</b>	<b>\$0.00</b>

# ACH Transaction Report

Batch #: 000251

Created On: 09/28/2020

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$1,003.00
Calhoun Apartments	\$1,115.00
Cambridge Square Assoc	\$1,179.00
Cambridge Town Square	\$1,338.00
Liu's Real Estate Deve	\$12,056.00
DJ Properties of Stanc	\$1,587.00
Elmhurst Apt. c/o Lifes	\$280.00
Erlandson Group LLC	\$596.00
Haven Properties	\$356.00
New Challenges, Inc.	\$3,826.00
Isanti Village Apartme	\$1,165.00
K.C. Rabobank, LLC	\$1,048.00
Kestrel Meadows Townho	\$4,514.00
Legacy Townhomes	\$3,657.00
Main Street Flats LP	\$1,908.00
Allen Moulton	\$313.00
Normandy Townhomes	\$3,418.00
Oakhurst Apartments	\$352.00
Oakview Terrace Townho	\$3,344.00
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	\$625.00
Tower Terrace Limited	\$5,501.00
Trikin Properties Inc.	\$628.00
Wyoming Limited Partne	\$1,443.00
Wyoming Limited Partne	\$2,473.00
Cambridge EDA	\$-56,421.00
Brett Nelson	\$770.00
Cambridge EDA	\$-770.00
<b>Batch Total:</b>	<b>\$0.00</b>

# ACH Transaction Report

Batch #: 000252

Created On: 09/28/2020

<u>Name</u>	<u>Amount</u>
Aaron Jordan	\$516.00
Bohmer, John	\$661.00
Dean & Jennifer Bondes	\$1,016.00
Charles Satak	\$621.00
Leeanna M. Dudley	\$92.00
Elmer D. Harp	\$621.00
Jenell King	\$551.00
John Maher	\$378.00
Brian Leet	\$410.00
Michael Doran	\$544.00
Loral Myers	\$507.00
Ordeen Splittstoser	\$298.00
Randall Propp	\$620.00
Richard Berget	\$251.00
Robert Blaisdell-Blais	\$461.00
Robert Mattson	\$603.00
Steve Baker	\$838.00
Paul & Bethany Stiles	\$721.00
Cambridge EDA	\$-9,709.00
<b>Batch Total:</b>	<b>\$0.00</b>

**ACH Transaction Report**

Batch #: 000253

Created On: 10/14/2020

<b>Name</b>	<b>Amount</b>
Meadows Edge LP	\$990.00
Cambridge EDA	\$-990.00
Cherokee Place, LLC	\$1,239.00
Cambridge EDA	\$-1,239.00
<b>Batch Total:</b>	<b>\$0.00</b>

# ACH Transaction Report

Batch #: 000254

Created On: 10/28/2020

<u>Name</u>	<u>Amount</u>
Liu's Real Estate Deve	\$118.00
Cherokee Place, LLC	\$198.00
New Challenges, Inc.	\$39.00
Kestrel Meadows Townho	\$60.00
Cambridge EDA	\$-415.00
<b>Batch Total:</b>	<b>\$0.00</b>

<p>CAMBRIDGE EDA MEETING</p> <p>November 16, 2020</p> <p>BILLS LIST</p>
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Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	10/14/2020	118075 - 118099	1,013.73
Prepaid Checks	10/21/2020	118151 - 118171	1,149.76
Prepaid Checks	10/29/2020	118216 - 118269	13,761.56
Prepaid Checks	11/5/2020	118284 - 118334	15,582.99

Prepaid Totals

31,508.04

**TOTAL SUBMITTED FOR APPROVAL**

**\$31,508.04**

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 10/8/20-11/5/2020.

Caroline Moe 11-5-2020

Caroline Moe, Director of Finance signature & date

Linda Gerlach 11-5-2020

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
3189	LePage and Sons	Trash and Recycle Service - City Hall/Mall	379.00
3189	LePage and Sons	Trash and Recycle Service - Bridge Park	276.08
Total 3189:			655.08
4211	Northland Fire Protection	Fire Alarm Monitoring - Bridge Park	300.00
Total 4211:			300.00
Grand Totals:			1,013.73

Dated: 10-14-2020

City Treasurer: Caroline Nue



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/20	10/14/2020	118075	1140	Cintas Corporation	205-20100	4.25
10/20	10/14/2020	118085	3056	Lake Superior Laundry Inc.	205-20100	54.40
10/20	10/14/2020	118088	3189	LePage and Sons	901-20100	655.08
10/20	10/14/2020	118099	4211	Northland Fire Protection	901-20100	300.00
Grand Totals:						<u>1,013.73</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
3215	Lightfoot, Amy	Security Deposit, Interest & Pet Deposit	984.83
	Total 3215:		984.83
	Grand Totals:		1,149.76

Dated: 10-22-2020

City Treasurer: Caroline Nue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/20	10/21/2020	118151	1140	Cintas Corporation	205-20100	4.25
10/20	10/21/2020	118157	1886	Ecolab Pest Elimination Div.	901-20100	180.88
10/20	10/21/2020	118171	3215	Amy Lightfoot	901-20100	984.83
Grand Totals:						<u>1,149.76</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
	Total 1140:		4.24
2568	Inspec, Inc	RR and Mechanical Rehabilitation Construction Mgmt	442.91
	Total 2568:		442.91
2676	Isanti County Recorder	Document A497203 Satisfaction of Mortgage	46.00
	Total 2676:		46.00
3056	Lake Superior Laundry Inc.	Mall Rugs	54.40
	Total 3056:		54.40
3521	Menards	Tenant Services - Bridge Park	9.14
3521	Menards	Materials - Bridge Park	30.64
	Total 3521:		39.78
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base Rate	22.29
	Total 3543:		22.29
3933	Mora HRA	October Contracted Section 8 Administration	3,880.56
	Total 3933:		3,880.56
4211	Northland Fire Protection	Service & Re-certification Fire Extinguisher(s) - Bridge	169.00
	Total 4211:		169.00
4737	Real Estate Publishing Corpor	Sponsorship MN Real Estate Industrial & Econ Summit	1,000.00
	Total 4737:		1,000.00
4886	Roof Tech	Roof Repairs - Cambridge City Hall/Mall	575.57
	Total 4886:		575.57
5069	ServiceMaster Professional S	Duct Cleaning Services - Bridge Park	7,375.00
	Total 5069:		7,375.00
5801	Verizon Wireless	wireless phone service - Economic Development	89.64
5801	Verizon Wireless	wireless phone service - Maintenance Dept	20.72
5801	Verizon Wireless	wireless phone service - Bridge Park	41.45
	Total 5801:		151.81

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Vendor	Vendor Name	Description	Net Invoice Amount
Grand Totals:			<u>13,761.56</u>

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Dated: 10/29/2020

City Treasurer: Caroline Muel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/20	10/29/2020	118216	1140	Cintas Corporation	205-20100	4.24
10/20	10/29/2020	118226	2568	Inspec, Inc	205-20100	442.91
10/20	10/29/2020	118228	2676	Isanti County Recorder	205-20100	46.00
10/20	10/29/2020	118235	3056	Lake Superior Laundry Inc.	205-20100	54.40
10/20	10/29/2020	118240	3521	Menards	901-20100	39.78
10/20	10/29/2020	118241	3543	Metro Sales, Inc.	901-20100	22.29
10/20	10/29/2020	118247	3933	Mora HRA	902-20100	3,880.56
10/20	10/29/2020	118253	4211	Northland Fire Protection	901-20100	169.00
10/20	10/29/2020	118256	4737	Real Estate Publishing Corporation	205-20100	1,000.00
10/20	10/29/2020	118257	4886	Roof Tech	205-20100	575.57
10/20	10/29/2020	118260	5069	ServiceMaster Professional Services	901-20100	7,375.00
10/20	10/29/2020	118269	5801	Verizon Wireless	205-20100	151.81
Grand Totals:						13,761.56

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
	Total 1140:		4.25
1553	Dirtworks Companies LLC	First Ave Foundation Removals	8,700.00
	Total 1553:		8,700.00
1602	Duff Consulting, LLC	Property Maintenance Services - Lawn & Leaf Mowing	1,500.00
	Total 1602:		1,500.00
2411	Hillyard Inc.	Maintenance Supplies - Mall	267.72
	Total 2411:		267.72
3258	Local 49 H&W Fund	Health Insurance December	1,527.00
3258	Local 49 H&W Fund	Health Insurance December	763.50
3258	Local 49 H&W Fund	Health Insurance December	1,145.25
3258	Local 49 H&W Fund	Health Insurance December	381.75
	Total 3258:		3,817.50
3501	MEI Total Elevator Solutions	November Monthly Service - Bridge Park	260.62
	Total 3501:		260.62
5251	Star	Public Notice EDA Annual PHA Plan	4.50
	Total 5251:		4.50
5528	Tight Miter Carpentry, LLC	Service Call - Bridge Park	140.00
	Total 5528:		140.00
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:		15,582.99

Dated: 11/5/2020City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/20	11/05/2020	118284	1140	Cintas Corporation	205-20100	4.25
11/20	11/05/2020	118289	1553	Dirtworks Companies LLC	205-20100	8,700.00
11/20	11/05/2020	118290	1602	Duff Companies, LLC	205-20100	1,500.00
11/20	11/05/2020	118299	2411	Hillyard / Minneapolis	205-20100	267.72
11/20	11/05/2020	118304	3258	I.U.O.E. Local 49 Fringe Benefit Fund	901-20100	3,817.50
11/20	11/05/2020	118310	3501	MEI Total Elevator Solutions	901-20100	260.62
11/20	11/05/2020	118324	5251	Star	901-20100	4.50
11/20	11/05/2020	118326	5528	Tight Miter Carpentry, LLC	901-20100	140.00
11/20	11/05/2020	118334	5965	White Bear IT Solutions LLC	901-20100	888.40
Grand Totals:						<u>15,582.99</u>