

Cambridge EDA Meeting – Tuesday January 17, 2023, 5:45 pm
City Council Chambers, 300 3rd Avenue NE
 Meeting Announcement and Agenda

Members of the audience are encouraged to follow along with the meeting's agenda. Agendas are available on the table just outside the Council Chambers entrance door.

Tentative Time	Agenda Item
5:45 pm	1. Call to Order
	2. Approval of Agenda
	3. Consent Agenda
	A. Approval of December 5, 2022 and November 21, 2022 meeting minutes (p. 2)
	B. Approve EDA Draft October and November 2022 Financial Statements (p. 6)
	C. Approve EDA Admin Division Bills Checks # 124650- # 125148 Totaling \$ 110,242.88 (p. 40)
	4. Work Session
	5. Unfinished Business
	6. New Business
	A. Housing Supervisor's Monthly Report (p. 59)
	7. Adjourn

Notice to the hearing impaired: Upon request to City Staff, assisted hearing devices are available for public use. Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

Cambridge Economic Development Authority (EDA)

Regular Meeting Minutes – November 21, 2022

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, November 21, 2022 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

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

Staff present: City Administrator Vogel, Police Chief Schuster, Finance Director Moe, Development Director Westover, Housing Director Barret, Assistant to the City Administrator Seiberlich.

Call to Order

Shogren called the meeting to order at 5:45 p.m.

Approval of Agenda

Kersten Barfknecht-Conley moved, seconded by Ziebarth, to approve the agenda. Motion carried unanimously.

Consent Agenda

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

- A. Approval of October 17, 2022 meeting minutes
- B. Approve EDA Draft September 2022 Financial Statements
- C. Approve EDA Admin Division Bills Checks #124413 - #124635 Totaling \$9,303.15
- D. Housing Supervisor's Monthly Report
- E. Approve Extension of Lease to Dept of Motor Vehicles (Minnesota Department of Public Safety)
- F. Resident Advisor Meeting Minutes 10/20/22

Upon call of the roll, Ziebarth, Iverson, Godfrey, Shogren, Barfknecht-Conley all ayes, no nays. Motion carried.

Work Session

There were no items under the work session.

Unfinished Business

- A. Approve Contract for Installation of New Medicine Cabinets

Barret said that at the bid opening at 9am on Tuesday, November 15, 2022, they received one proposal from Bassing Electric for removal and installation for new lighted medicine cabinets for \$3,970.00. Staff recommend that the lighted medicine cabinets replacement be awarded to Bassing Electric since we have worked with Bassing Electric many times and have been very satisfied with their work.

Iverson moved to award proposal to Bassing Electric for \$3,970.00 and authorize Executive Director to sign contract for work to be performed, seconded by Zeibarth. All voted ayes, no nays. Motion carried.

New Business

There was no new business.

Adjournment

Godfrey moved, seconded by Iverson, to adjourn the meeting at 5:47 p.m. Motion carried unanimously.

Bob Shogren, President

ATTEST:

Caroline Moe, Executive Director

**Cambridge Economic Development Authority (EDA)
Special Meeting Minutes – December 5, 2022**

Pursuant to due call and notice thereof, a special meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, December 5, 2022 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, James Godfrey, Lisa Iverson, Kersten Barfknecht-Conley, and Mark Ziebarth.

Staff present: City Administrator Vogel, Deputy City Administrator Smith, Finance Director Moe, Housing Supervisor Deb Barrett, and Emergency Management Director/Deputy Fire Chief Pennings, Assistant to the City Administrator Seiberlich.

Call to Order

Shogren called the meeting to order at 5:45 p.m.

Approval of Agenda

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

New Business

A1 & 2 EDA Resolution R22-004 Adopting 2023 EDA Admin Budget and R22-005 Adopting 2023 EDA Housing Budget

Moe presented the 2023 proposed EDA Admin budget, making one correction was made to the submitted staff report: 80% of the Deputy City Administrator’s wages and benefits come from the EDA budget. Furthermore, the budget includes \$480,000 for Parking Lot Improvements.

Barfknecht-Conley motioned to approve EDA Resolution R22-004 Adopting EDA Administration Division Budget and R22-005 Adopting EDA Housing Division Budget, seconded by Ziebarth. All members voted aye, no nays. Motion passed unanimously.

B. 2023 Annual PHA Plan & 5- year Capital Fund 2023-2027

Barrett said they were finishing up the bathroom remodels, and future repairs in the 5-year capital fund include replacing the roof, vinyl in the stairways, bedroom and bathroom doors, as well as the parking lot.

Public Notice was published in the Isanti-Chisago County Star on October 27, 2022.

Public Hearing

Shogren opened the Public Hearing opened at 5:48 p.m.

Shogren closed the Public Hearing at 5:49 p.m.

Iverson motioned to approve resolution R22-006 accepting the 2023 Annual PHA Plan and the 2023-2027 capital plan, seconded by Godfrey. All members voted aye, no nays. Motion passed unanimously.

Adjournment

Ziebarth moved, seconded by Godfrey, to adjourn the meeting at 5:50 p.m. Motion carried unanimously.

Bob Shogren, President

ATTEST:

Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2022

LOW RENT PROGRAM-BRIDGE PARK

<u>ASSETS</u>		
901-10102	INVESTMENTS--PBC	121,323.57
901-10200	EDA OPERATING ACCOUNT-LOW RENT	225,254.60
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37
901-16200	BUILDINGS AND STRUCTURES	474,877.78
901-16250	BUILDING IMPROVEMENTS	1,308,386.52
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	(1,810,959.00)
	TOTAL ASSETS	709,758.75
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
901-20100	AP ALLOCATED TO OTHER FUNDS	2,909.60
901-22600	TENANT SECURITY DEPOSITS	35,347.17
	TOTAL LIABILITIES	38,256.77
<u>FUND EQUITY</u>		
901-27200	UNRESTRICTED NET ASSETS	306,631.52
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	63,314.69
	BALANCE - CURRENT DATE	63,314.69
	TOTAL FUND EQUITY	671,501.98
	TOTAL LIABILITIES AND EQUITY	709,758.75

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	70,000.00	70,000.00	77,358.00	(7,358.00)	110.51	87,113.00
TOTAL INTERGOVERNMENTAL REVE	70,000.00	70,000.00	77,358.00	(7,358.00)	110.51	87,113.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	530.91	(230.91)	176.97	954.87
TOTAL INTEREST & MISC INCOME	300.00	300.00	530.91	(230.91)	176.97	954.87
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	170,000.00	170,000.00	156,175.29	13,824.71	91.87	182,542.92
901-37221 LAUNDRY INCOME BRIDGE PARK	3,500.00	3,500.00	3,886.63	(386.63)	111.05	3,246.90
TOTAL RENTAL INCOME	173,500.00	173,500.00	160,061.92	13,438.08	92.25	185,789.82
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	50,989.00
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	50,989.00
TOTAL FUND REVENUE	278,800.00	278,800.00	237,950.83			324,846.69

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	38,851.00	38,851.00	29,787.10	(9,063.90)	76.67	35,296.54
901-49500-104 ADMIN PART-TIME - OVERTIME	.00	.00	.00	.00	.00	111.15
901-49500-121 PERA (EMPLOYER)	2,914.00	2,914.00	2,234.05	(679.95)	76.67	2,655.58
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,972.00	2,972.00	2,077.23	(894.77)	69.89	2,438.35
901-49500-131 MEDICAL/LIFE/DENTAL	10,344.00	10,344.00	8,971.03	(1,372.97)	86.73	8,971.00
901-49500-151 WORKERS' COMPENSATION PREMIU	294.00	294.00	150.72	(143.28)	51.27	160.18
901-49500-154 HRA/FLEX FEES	100.00	100.00	58.60	(41.40)	58.60	68.40
TOTAL PERSONAL SERVICES	55,475.00	55,475.00	43,278.73	(12,196.27)	78.01	49,701.20
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	55.86	(944.14)	5.59	709.04
TOTAL SUPPLIES	1,000.00	1,000.00	55.86	(944.14)	5.59	709.04
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	500.00	500.00	2,190.00	1,690.00	438.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	2,500.00	(500.00)	83.33	3,000.00
901-49500-313 IT MGMT & BACKUP	6,300.00	6,300.00	4,442.00	(1,858.00)	70.51	5,546.40
901-49500-321 TELEPHONE EXPENSE	6,700.00	6,700.00	5,553.58	(1,146.42)	82.89	7,353.99
901-49500-322 POSTAGE	100.00	100.00	58.00	(42.00)	58.00	58.00
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	.00
901-49500-340 ADVERTISING	200.00	200.00	12.60	(187.40)	6.30	15.89
TOTAL OTHER SERVICES AND CHA	16,900.00	16,900.00	14,756.18	(2,143.82)	87.31	15,974.28
<i>MISCELLANEOUS</i>						
901-49500-413 RENTALS - OFFICE EQUIPMENT	200.00	200.00	151.11	(48.89)	75.56	175.23
901-49500-433 DUES AND SUBSCRIPTIONS	3,100.00	3,100.00	3,239.00	139.00	104.48	3,064.00
901-49500-440 STAFF TRAINING	400.00	400.00	.00	(400.00)	.00	.00
TOTAL MISCELLANEOUS	3,700.00	3,700.00	3,390.11	(309.89)	91.62	3,239.23
TOTAL LOW RENT ADMINISTRATION	77,075.00	77,075.00	61,480.88	(15,594.12)	79.77	69,623.75

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	4,336.00	4,336.00	6,427.92	2,091.92	148.25	6,553.79
<i>TOTAL SUPPLIES</i>		4,336.00	4,336.00	6,427.92	2,091.92	148.25	6,553.79
TOTAL LOW RENT TENANT SERVICE		4,336.00	4,336.00	6,427.92	2,091.92	148.25	6,553.79

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	22,847.00	22,847.00	15,662.92	(7,184.08)	68.56	18,571.97
901-49700-121 PERA (EMPLOYER)	1,714.00	1,714.00	1,174.72	(539.28)	68.54	1,392.88
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,748.00	1,748.00	1,091.97	(656.03)	62.47	1,278.55
901-49700-131 MEDICAL/DENTAL/LIFE	5,172.00	5,172.00	4,199.25	(972.75)	81.19	4,581.00
901-49700-151 WORKERS' COMPENSATION PREMIU	1,508.00	1,508.00	758.56	(749.44)	50.30	767.61
TOTAL PERSONAL SERVICES	32,989.00	32,989.00	22,887.42	(10,101.58)	69.38	26,592.01
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	3,135.27	(864.73)	78.38	4,322.24
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	.00
TOTAL SUPPLIES	4,200.00	4,200.00	3,135.27	(1,064.73)	74.65	4,322.24
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	31,000.00	31,000.00	30,200.59	(799.41)	97.42	25,366.50
901-49700-360 INSURANCE AND BONDS	12,500.00	12,500.00	10,727.00	(1,773.00)	85.82	11,695.00
901-49700-370 PAYMENT IN LIEU OF TAXES	14,500.00	14,500.00	.00	(14,500.00)	.00	14,069.00
901-49700-381 ELECTRIC UTILITIES	38,000.00	38,000.00	26,858.71	(11,141.29)	70.68	32,357.22
901-49700-382 WATER/WASTEWATER UTILITIES	9,000.00	9,000.00	5,532.01	(3,467.99)	61.47	6,880.63
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	1,665.12	(1,334.88)	55.50	2,617.77
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	3,472.40	(727.60)	82.68	3,373.08
TOTAL OTHER SERVICES AND CHA	112,200.00	112,200.00	78,455.83	(33,744.17)	69.92	96,359.20
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	43,000.00	43,000.00	.00	(43,000.00)	.00	40,156.15
TOTAL MISCELLANEOUS	43,000.00	43,000.00	.00	(43,000.00)	.00	40,156.15
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	2,248.82	2,248.82	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	5,000.00	5,000.00	.00	(5,000.00)	.00	3,725.45
TOTAL IMPROVEMENTS/BETTERM	5,000.00	5,000.00	2,248.82	(2,751.18)	44.98	3,725.45
TOTAL LOW RENT MAINTENANCE	197,389.00	197,389.00	106,727.34	(90,661.66)	54.07	171,155.05

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	278,800.00	278,800.00	174,636.14			247,332.59
NET REVENUES OVER EXPENDITURE	.00	.00	63,314.69			77,514.10

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2022

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10200	EDA HOUSING DIV OPERATING CASH	<u>75,733.00</u>	
	TOTAL ASSETS		<u>75,733.00</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>75,733.00</u>	
	BALANCE - CURRENT DATE	<u>75,733.00</u>	
	TOTAL FUND EQUITY		<u>75,733.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>75,733.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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>							
903-36201	HUD LAWSUIT PROCEEDS	.00	.00	75,733.00	(75,733.00)	.00	.00
	TOTAL INTEREST & MISC INCOME	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>	<u>(75,733.00)</u>	<u>.00</u>	<u>.00</u>
	TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>			<u>.00</u>
	NET REVENUES OVER EXPENDITURE	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>			<u>.00</u>

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2022

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	<u>27,037.00</u>	
	TOTAL ASSETS		<u>27,037.00</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>27,037.00</u>	
	BALANCE - CURRENT DATE	<u>27,037.00</u>	
	TOTAL FUND EQUITY		<u>27,037.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>27,037.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	27,037.00	7,963.00	77.25	50,989.00
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	27,037.00	7,963.00	77.25	50,989.00
TOTAL FUND REVENUE	35,000.00	35,000.00	27,037.00			50,989.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	50,989.00
<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	(35,000.00)	.00	50,989.00
TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	(35,000.00)	.00	50,989.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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			50,989.00
NET REVENUES OVER EXPENDITURE	.00	.00	27,037.00			.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	1,000.00	.00	.00	.00	.00	.00
TOTAL INTEREST	1,000.00	.00	.00	.00	.00	.00
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	225,000.00	225,000.00	165,352.20	59,647.80	73.49	250,131.84
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	165,352.20	59,647.80	73.49	250,131.84
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	230,000.00	150,000.00	350,000.00	(200,000.00)	233.33	285,940.74
TOTAL TRANSFERS FROM OTHER FU	230,000.00	150,000.00	350,000.00	(200,000.00)	233.33	285,940.74
TOTAL FUND REVENUE	<u>456,000.00</u>	<u>375,000.00</u>	<u>515,352.20</u>			<u>536,072.58</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	28,664.00	28,664.00	39,403.52	10,739.52	137.47	.00
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	1,085.00	(1,415.00)	43.40	1,995.00
205-41930-121 PERA (EMPLOYER)	2,154.00	2,154.00	2,955.20	801.20	137.20	.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	2,387.00	2,387.00	3,031.87	644.87	127.02	152.60
205-41930-131 MEDICAL/DENTAL/LIFE	6,049.00	6,049.00	8,957.82	2,908.82	148.09	(1,519.80)
205-41930-132 LONGEVITY PAY	50.00	50.00	.00	(50.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	420.00	420.00	.00	(420.00)	.00	.00
205-41930-151 WORKERS' COMPENSATION PREMIU	162.00	162.00	179.21	17.21	110.62	.00
205-41930-154 HRA/FLEX FEES	.00	.00	26.32	26.32	.00	.00
TOTAL PERSONAL SERVICES	42,386.00	42,386.00	55,638.94	13,252.94	131.27	627.80
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	241.53	(58.47)	80.51	205.49
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	350.00	350.00	.00	(350.00)	.00	.00
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	279.99	(3,020.01)	8.48	.00
TOTAL SUPPLIES	3,950.00	3,950.00	521.52	(3,428.48)	13.20	205.49
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	1,321.50	(3,678.50)	26.43	1,768.87
205-41930-306 MCCOMB & HOTEL STUDY	3,000.00	3,000.00	.00	(3,000.00)	.00	.00
205-41930-307 MARKET OR BRE STUDY	5,000.00	35,000.00	.00	(35,000.00)	.00	.00
205-41930-313 IT MGMT & BACKUP	5,330.00	5,330.00	4,442.00	(888.00)	83.34	5,546.40
205-41930-321 TELEPHONE/CELLULAR	1,400.00	1,400.00	518.89	(881.11)	37.06	711.36
205-41930-331 TRAVEL/MEALS/LODGING	800.00	800.00	529.96	(270.04)	66.25	800.00
205-41930-334 MILEAGE REIMBURSEMENT	1,200.00	1,200.00	385.39	(814.61)	32.12	.00
205-41930-351 LEGAL NOTICES/ORD PUB	350.00	350.00	.00	(350.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,200.00	2,200.00	4,311.98	2,111.98	196.00	2,385.80
205-41930-381 ELECTRIC UTILITIES	2,000.00	2,000.00	.00	(2,000.00)	.00	795.24
205-41930-382 WATER/SEWER/STORM PROPERTY A	100.00	100.00	.00	(100.00)	.00	.00
205-41930-383 GAS UTILITIES	600.00	600.00	.00	(600.00)	.00	140.22
TOTAL OTHER SERVICES & CHARG	26,980.00	56,980.00	11,509.72	(45,470.28)	20.20	12,147.89

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
205-41930-404 REP & MAINT LABOR VEH/EQUIP	100.00	100.00	.00	(100.00)	.00	.00
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	30,000.00	30,000.00	9,500.00	(20,500.00)	31.67	13,235.74
205-41930-408 PROPERTY ACQ MAINT EXP	.00	37,550.00	31,360.67	(6,189.33)	83.52	16,449.45
205-41930-430 MISCELLANEOUS	100.00	100.00	.00	(100.00)	.00	56.00
205-41930-433 DUES AND SUBSCRIPTIONS	2,800.00	2,800.00	4,163.60	1,363.60	148.70	2,035.00
205-41930-440 SCHOOLS & MEETINGS	2,000.00	2,000.00	1,678.00	(322.00)	83.90	1,400.00
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	30,000.00	30,000.00	14,545.91	(15,454.09)	48.49	28,009.10
205-41930-484 NLX ACTIVITIES	.00	7,800.00	.00	(7,800.00)	.00	.00
205-41930-485 PROPERTY TAXES	.00	.00	712.00	712.00	.00	.00
205-41930-489 IND PARK MARKETING	2,500.00	2,500.00	.00	(2,500.00)	.00	.00
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	(3,000.00)	.00	.00
TOTAL MISCELLANEOUS	70,500.00	115,850.00	61,960.18	(53,889.82)	53.48	61,185.29
TOTAL EDA ADMINISTRATION	143,816.00	219,166.00	129,630.36	(89,535.64)	59.15	74,166.47

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

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	28,070.00	28,070.00	23,167.20	(4,902.80)	82.53	28,284.10
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	18.42
205-47000-103 TEMPORARY EMPLOYEE	7,000.00	7,000.00	4,758.50	(2,241.50)	67.98	7,103.98
205-47000-121 PERA (EMPLOYER)	2,752.00	2,752.00	1,737.54	(1,014.46)	63.14	2,196.69
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,807.00	2,807.00	2,080.76	(726.24)	74.13	2,767.31
205-47000-131 MEDICAL/DENTAL/LIFE	8,641.00	8,641.00	7,693.47	(947.53)	89.03	8,234.69
205-47000-132 LONGEVITY PAY	1,228.00	1,228.00	.00	(1,228.00)	.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,598.00	1,598.00	1,286.92	(311.08)	80.53	674.91
205-47000-154 HRA/FLEX FEES	100.00	100.00	29.30	(70.70)	29.30	34.20
TOTAL PERSONAL SERVICES	53,796.00	53,796.00	40,753.69	(13,042.31)	75.76	49,314.30
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	187.58	(12.42)	93.79	220.99
205-47000-212 GASOLINE/FUEL	125.00	125.00	172.44	47.44	137.95	.00
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	7,407.12	(7,592.88)	49.38	12,729.37
205-47000-240 SMALL TOOLS	1,000.00	1,000.00	312.62	(687.38)	31.26	14.99
TOTAL SUPPLIES	16,325.00	16,325.00	8,079.76	(8,245.24)	49.49	12,965.35
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	206.09	(143.91)	58.88	248.62
205-47000-360 INSURANCE AND BONDS	6,000.00	6,000.00	5,280.00	(720.00)	88.00	5,376.00
205-47000-381 ELECTRIC UTILITIES	20,500.00	20,500.00	13,213.85	(7,286.15)	64.46	17,118.38
205-47000-382 WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	4,345.46	(1,154.54)	79.01	4,842.60
205-47000-383 GAS UTILITIES	4,200.00	4,200.00	3,984.65	(215.35)	94.87	2,753.03
205-47000-384 REFUSE HAULING	6,000.00	5,663.00	4,994.26	(668.74)	88.19	4,026.18
TOTAL OTHER SERVICES & CHARG	42,550.00	42,213.00	32,024.31	(10,188.69)	75.86	34,364.81
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	30,000.00	30,000.00	40,340.82	10,340.82	134.47	6,924.54
205-47000-413 BNSF PARKING LOT LEASE	2,300.00	2,500.00	2,494.15	(5.85)	99.77	2,421.50
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	11,000.00	.00	(11,000.00)	.00	186.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	8,880.30
205-47000-499 MALL ROOF PROJECT	.00	.00	306.39	306.39	.00	683,704.36
TOTAL MISCELLANEOUS	44,300.00	43,500.00	43,141.36	(358.64)	99.18	702,116.70
TOTAL MALL OPERATING EXPENSES	156,971.00	155,834.00	123,999.12	(31,834.88)	79.57	798,761.16

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	300,787.00	375,000.00	253,629.48			872,927.63
NET REVENUES OVER EXPENDITURE	155,213.00	.00	261,722.72			(336,855.05)

CITY OF CAMBRIDGE
 BALANCE SHEET
 NOVEMBER 30, 2022

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	121,353.48	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	165,123.35	
901-15500	PREPAID EXPENSES	2,475.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,365,453.82	
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	(1,810,959.00)	
	TOTAL ASSETS		<u>709,199.71</u>

LIABILITIES AND EQUITY

LIABILITIES

901-22600	TENANT SECURITY DEPOSITS	35,647.17	
	TOTAL LIABILITIES		35,647.17

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	306,631.52	
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>65,365.25</u>	
	BALANCE - CURRENT DATE	<u>65,365.25</u>	
	TOTAL FUND EQUITY		<u>673,552.54</u>
	TOTAL LIABILITIES AND EQUITY		<u>709,199.71</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	70,000.00	70,000.00	80,966.00	(10,966.00)	115.67	87,113.00
TOTAL INTERGOVERNMENTAL REVE	70,000.00	70,000.00	80,966.00	(10,966.00)	115.67	87,113.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	589.08	(289.08)	196.36	954.87
TOTAL INTEREST & MISC INCOME	300.00	300.00	589.08	(289.08)	196.36	954.87
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	170,000.00	170,000.00	172,333.29	(2,333.29)	101.37	182,542.92
901-37221 LAUNDRY INCOME BRIDGE PARK	3,500.00	3,500.00	4,399.23	(899.23)	125.69	3,246.90
TOTAL RENTAL INCOME	173,500.00	173,500.00	176,732.52	(3,232.52)	101.86	185,789.82
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	50,989.00
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	50,989.00
TOTAL FUND REVENUE	<u>278,800.00</u>	<u>278,800.00</u>	<u>258,287.60</u>			<u>324,846.69</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	38,851.00	38,851.00	32,760.02	(6,090.98)	84.32	35,296.54
901-49500-104 ADMIN PART-TIME - OVERTIME	.00	.00	.00	.00	.00	111.15
901-49500-121 PERA (EMPLOYER)	2,914.00	2,914.00	2,457.02	(456.98)	84.32	2,655.58
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,972.00	2,972.00	2,283.41	(688.59)	76.83	2,438.35
901-49500-131 MEDICAL/LIFE/DENTAL	10,344.00	10,344.00	9,734.52	(609.48)	94.11	8,971.00
901-49500-151 WORKERS' COMPENSATION PREMIU	294.00	294.00	150.72	(143.28)	51.27	160.18
901-49500-154 HRA/FLEX FEES	100.00	100.00	63.30	(36.70)	63.30	68.40
TOTAL PERSONAL SERVICES	55,475.00	55,475.00	47,448.99	(8,026.01)	85.53	49,701.20
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	309.00	(691.00)	30.90	709.04
TOTAL SUPPLIES	1,000.00	1,000.00	309.00	(691.00)	30.90	709.04
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	500.00	500.00	2,190.00	1,690.00	438.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	2,500.00	(500.00)	83.33	3,000.00
901-49500-313 IT MGMT & BACKUP	6,300.00	6,300.00	4,886.20	(1,413.80)	77.56	5,546.40
901-49500-321 TELEPHONE EXPENSE	6,700.00	6,700.00	6,166.66	(533.34)	92.04	7,353.99
901-49500-322 POSTAGE	100.00	100.00	58.00	(42.00)	58.00	58.00
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	.00
901-49500-340 ADVERTISING	200.00	200.00	30.45	(169.55)	15.23	15.89
TOTAL OTHER SERVICES AND CHA	16,900.00	16,900.00	15,831.31	(1,068.69)	93.68	15,974.28
<i>MISCELLANEOUS</i>						
901-49500-413 RENTALS - OFFICE EQUIPMENT	200.00	200.00	167.76	(32.24)	83.88	175.23
901-49500-433 DUES AND SUBSCRIPTIONS	3,100.00	3,100.00	3,239.00	139.00	104.48	3,064.00
901-49500-440 STAFF TRAINING	400.00	400.00	.00	(400.00)	.00	.00
TOTAL MISCELLANEOUS	3,700.00	3,700.00	3,406.76	(293.24)	92.07	3,239.23
TOTAL LOW RENT ADMINISTRATION	77,075.00	77,075.00	66,996.06	(10,078.94)	86.92	69,623.75

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	4,336.00	4,336.00	8,295.91	3,959.91	191.33	6,553.79
	<i>TOTAL SUPPLIES</i>	4,336.00	4,336.00	8,295.91	3,959.91	191.33	6,553.79
	TOTAL LOW RENT TENANT SERVICE	4,336.00	4,336.00	8,295.91	3,959.91	191.33	6,553.79

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	22,847.00	22,847.00	17,221.28	(5,625.72)	75.38	18,571.97
901-49700-121 PERA (EMPLOYER)	1,714.00	1,714.00	1,291.59	(422.41)	75.36	1,392.88
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,748.00	1,748.00	1,200.04	(547.96)	68.65	1,278.55
901-49700-131 MEDICAL/DENTAL/LIFE	5,172.00	5,172.00	4,581.00	(591.00)	88.57	4,581.00
901-49700-151 WORKERS' COMPENSATION PREMIU	1,508.00	1,508.00	758.56	(749.44)	50.30	767.61
TOTAL PERSONAL SERVICES	32,989.00	32,989.00	25,052.47	(7,936.53)	75.94	26,592.01
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	3,450.71	(549.29)	86.27	4,322.24
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	.00
TOTAL SUPPLIES	4,200.00	4,200.00	3,450.71	(749.29)	82.16	4,322.24
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	31,000.00	31,000.00	35,163.10	4,163.10	113.43	25,366.50
901-49700-360 INSURANCE AND BONDS	12,500.00	12,500.00	10,727.00	(1,773.00)	85.82	11,695.00
901-49700-370 PAYMENT IN LIEU OF TAXES	14,500.00	14,500.00	.00	(14,500.00)	.00	14,069.00
901-49700-381 ELECTRIC UTILITIES	38,000.00	38,000.00	29,289.65	(8,710.35)	77.08	32,357.22
901-49700-382 WATER/WASTEWATER UTILITIES	9,000.00	9,000.00	6,075.08	(2,924.92)	67.50	6,880.63
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	1,875.07	(1,124.93)	62.50	2,617.77
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	3,748.48	(451.52)	89.25	3,373.08
TOTAL OTHER SERVICES AND CHA	112,200.00	112,200.00	86,878.38	(25,321.62)	77.43	96,359.20
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	43,000.00	43,000.00	.00	(43,000.00)	.00	40,156.15
TOTAL MISCELLANEOUS	43,000.00	43,000.00	.00	(43,000.00)	.00	40,156.15
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	2,248.82	2,248.82	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	5,000.00	5,000.00	.00	(5,000.00)	.00	3,725.45
TOTAL IMPROVEMENTS/BETTERM	5,000.00	5,000.00	2,248.82	(2,751.18)	44.98	3,725.45
TOTAL LOW RENT MAINTENANCE	197,389.00	197,389.00	117,630.38	(79,758.62)	59.59	171,155.05

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	278,800.00	278,800.00	192,922.35			247,332.59
NET REVENUES OVER EXPENDITURE	.00	.00	65,365.25			77,514.10

CITY OF CAMBRIDGE
BALANCE SHEET
NOVEMBER 30, 2022

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10200	EDA HOUSING DIV OPERATING CASH	<u>75,733.00</u>	
	TOTAL ASSETS		<u>75,733.00</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>75,733.00</u>	
	BALANCE - CURRENT DATE	<u>75,733.00</u>	
	TOTAL FUND EQUITY		<u>75,733.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>75,733.00</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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>							
903-36201	HUD LAWSUIT PROCEEDS	.00	.00	75,733.00	(75,733.00)	.00	.00
	TOTAL INTEREST & MISC INCOME	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>	<u>(75,733.00)</u>	<u>.00</u>	<u>.00</u>
	TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>			<u>.00</u>
	NET REVENUES OVER EXPENDITURE	<u>.00</u>	<u>.00</u>	<u>75,733.00</u>			<u>.00</u>

CITY OF CAMBRIDGE
BALANCE SHEET
NOVEMBER 30, 2022

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	74,774.00	
	TOTAL ASSETS		74,774.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	74,774.00	
	BALANCE - CURRENT DATE	74,774.00	
	TOTAL FUND EQUITY		74,774.00
	TOTAL LIABILITIES AND EQUITY		74,774.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	74,774.00	(39,774.00)	213.64	50,989.00
	TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	74,774.00	(39,774.00)	213.64	50,989.00
	TOTAL FUND REVENUE	<u>35,000.00</u>	<u>35,000.00</u>	<u>74,774.00</u>			<u>50,989.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	50,989.00
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	(35,000.00)	.00	50,989.00
	TOTAL OTHER FINANCING USES	<u>35,000.00</u>	<u>35,000.00</u>	<u>.00</u>	<u>(35,000.00)</u>	<u>.00</u>	<u>50,989.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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			50,989.00
NET REVENUES OVER EXPENDITURE	.00	.00	74,774.00			.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	1,000.00	.00	.00	.00	.00	.00
TOTAL INTEREST	1,000.00	.00	.00	.00	.00	.00
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	225,000.00	225,000.00	179,633.71	45,366.29	79.84	250,131.84
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	179,633.71	45,366.29	79.84	250,131.84
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	230,000.00	150,000.00	350,000.00	(200,000.00)	233.33	285,940.74
TOTAL TRANSFERS FROM OTHER FU	230,000.00	150,000.00	350,000.00	(200,000.00)	233.33	285,940.74
TOTAL FUND REVENUE	<u>456,000.00</u>	<u>375,000.00</u>	<u>529,633.71</u>			<u>536,072.58</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	28,664.00	28,664.00	44,328.96	15,664.96	154.65	.00
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	1,085.00	(1,415.00)	43.40	1,995.00
205-41930-121 PERA (EMPLOYER)	2,154.00	2,154.00	3,324.60	1,170.60	154.35	.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	2,387.00	2,387.00	3,399.31	1,012.31	142.41	152.60
205-41930-131 MEDICAL/DENTAL/LIFE	6,049.00	6,049.00	10,063.95	4,014.95	166.37	(1,519.80)
205-41930-132 LONGEVITY PAY	50.00	50.00	.00	(50.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	420.00	420.00	420.00	.00	100.00	.00
205-41930-151 WORKERS' COMPENSATION PREMIU	162.00	162.00	179.21	17.21	110.62	.00
205-41930-154 HRA/FLEX FEES	.00	.00	30.08	30.08	.00	.00
TOTAL PERSONAL SERVICES	42,386.00	42,386.00	62,831.11	20,445.11	148.24	627.80
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	241.53	(58.47)	80.51	205.49
205-41930-209 SOFTWARE UPDATES	.00	.00	73.44	73.44	.00	.00
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	350.00	350.00	.00	(350.00)	.00	.00
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	279.99	(3,020.01)	8.48	.00
TOTAL SUPPLIES	3,950.00	3,950.00	594.96	(3,355.04)	15.06	205.49
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	1,321.50	(3,678.50)	26.43	1,768.87
205-41930-306 MCCOMB & HOTEL STUDY	3,000.00	3,000.00	.00	(3,000.00)	.00	.00
205-41930-307 MARKET OR BRE STUDY	5,000.00	35,000.00	.00	(35,000.00)	.00	.00
205-41930-313 IT MGMT & BACKUP	5,330.00	5,330.00	4,886.20	(443.80)	91.67	5,546.40
205-41930-321 TELEPHONE/CELLULAR	1,400.00	1,400.00	563.89	(836.11)	40.28	711.36
205-41930-331 TRAVEL/MEALS/LODGING	800.00	800.00	925.64	125.64	115.71	800.00
205-41930-334 MILEAGE REIMBURSEMENT	1,200.00	1,200.00	459.14	(740.86)	38.26	.00
205-41930-351 LEGAL NOTICES/ORD PUB	350.00	350.00	.00	(350.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,200.00	2,200.00	4,311.98	2,111.98	196.00	2,385.80
205-41930-381 ELECTRIC UTILITIES	2,000.00	2,000.00	.00	(2,000.00)	.00	795.24
205-41930-382 WATER/SEWER/STORM PROPERTY A	100.00	100.00	.00	(100.00)	.00	.00
205-41930-383 GAS UTILITIES	600.00	600.00	.00	(600.00)	.00	140.22
TOTAL OTHER SERVICES & CHARG	26,980.00	56,980.00	12,468.35	(44,511.65)	21.88	12,147.89

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
205-41930-404	REP & MAINT LABOR VEH/EQUIP	100.00	100.00	.00 (100.00)	.00	.00
205-41930-407	HWY 95 PROPERTY ACQ MAINT EXP	30,000.00	30,000.00	11,500.00 (18,500.00)	38.33	13,235.74
205-41930-408	PROPERTY ACQ MAINT EXP	.00	37,550.00	31,360.67 (6,189.33)	83.52	16,449.45
205-41930-430	MISCELLANEOUS	100.00	100.00	.00 (100.00)	.00	56.00
205-41930-433	DUES AND SUBSCRIPTIONS	2,800.00	2,800.00	4,163.60 1,363.60	148.70	2,035.00
205-41930-440	SCHOOLS & MEETINGS	2,000.00	2,000.00	1,678.00 (322.00)	83.90	1,400.00
205-41930-451	TAX ABATEMENT-MOTEK/TEAM IND	30,000.00	30,000.00	14,545.91 (15,454.09)	48.49	28,009.10
205-41930-484	NLX ACTIVITIES	.00	7,800.00	.00 (7,800.00)	.00	.00
205-41930-485	PROPERTY TAXES	.00	.00	712.00 712.00	.00	.00
205-41930-489	IND PARK MARKETING	2,500.00	2,500.00	.00 (2,500.00)	.00	.00
205-41930-497	EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00 (3,000.00)	.00	.00
	<i>TOTAL MISCELLANEOUS</i>	70,500.00	115,850.00	63,960.18 (51,889.82)	55.21	61,185.29
	TOTAL EDA ADMINISTRATION	143,816.00	219,166.00	139,854.60 (79,311.40)	63.81	74,166.47

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

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	28,070.00	28,070.00	25,375.20	(2,694.80)	90.40	28,284.10
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	18.42
205-47000-103 TEMPORARY EMPLOYEE	7,000.00	7,000.00	4,758.50	(2,241.50)	67.98	7,103.98
205-47000-121 PERA (EMPLOYER)	2,752.00	2,752.00	1,903.14	(848.86)	69.15	2,196.69
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,807.00	2,807.00	2,243.82	(563.18)	79.94	2,767.31
205-47000-131 MEDICAL/DENTAL/LIFE	8,641.00	8,641.00	8,382.65	(258.35)	97.01	8,234.69
205-47000-132 LONGEVITY PAY	1,228.00	1,228.00	.00	(1,228.00)	.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,598.00	1,598.00	1,286.92	(311.08)	80.53	674.91
205-47000-154 HRA/FLEX FEES	100.00	100.00	31.65	(68.35)	31.65	34.20
TOTAL PERSONAL SERVICES	53,796.00	53,796.00	43,981.88	(9,814.12)	81.76	49,314.30
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	204.66	4.66	102.33	220.99
205-47000-212 GASOLINE/FUEL	125.00	125.00	172.44	47.44	137.95	.00
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	8,078.78	(6,921.22)	53.86	12,729.37
205-47000-240 SMALL TOOLS	1,000.00	1,000.00	312.62	(687.38)	31.26	14.99
TOTAL SUPPLIES	16,325.00	16,325.00	8,768.50	(7,556.50)	53.71	12,965.35
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	226.66	(123.34)	64.76	248.62
205-47000-360 INSURANCE AND BONDS	6,000.00	6,000.00	5,280.00	(720.00)	88.00	5,376.00
205-47000-381 ELECTRIC UTILITIES	20,500.00	20,500.00	14,672.28	(5,827.72)	71.57	17,118.38
205-47000-382 WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	4,805.67	(694.33)	87.38	4,842.60
205-47000-383 GAS UTILITIES	4,200.00	4,200.00	4,228.27	28.27	100.67	2,753.03
205-47000-384 REFUSE HAULING	6,000.00	5,663.00	5,340.50	(322.50)	94.31	4,026.18
TOTAL OTHER SERVICES & CHARG	42,550.00	42,213.00	34,553.38	(7,659.62)	81.85	34,364.81
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	30,000.00	30,000.00	40,340.82	10,340.82	134.47	6,924.54
205-47000-413 BNSF PARKING LOT LEASE	2,300.00	2,500.00	2,494.15	(5.85)	99.77	2,421.50
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	11,000.00	.00	(11,000.00)	.00	186.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	8,880.30
205-47000-499 MALL ROOF PROJECT	.00	.00	306.39	306.39	.00	683,704.36
TOTAL MISCELLANEOUS	44,300.00	43,500.00	43,141.36	(358.64)	99.18	702,116.70
TOTAL MALL OPERATING EXPENSES	156,971.00	155,834.00	130,445.12	(25,388.88)	83.71	798,761.16

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	300,787.00	375,000.00	270,299.72			872,927.63
NET REVENUES OVER EXPENDITURE	155,213.00	.00	259,333.99			(336,855.05)

CAMBRIDGE EDA MEETING
 January 17, 2023
 BILLS LIST

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	11/9/2022	124650 - 124684	15,996.87
Prepaid Checks	11/16/2022	124704 - 124747	3,353.66
Prepaid Checks	11/30/2022	124782 - 124867	52,711.80
Prepaid Checks	12/7/2022	124884 - 124932	22,602.61
Prepaid Checks	12/15/2022	124945 - 124990	3,541.38
Prepaid Checks	12/21/2022	125003 - 125042	5,607.35
Prepaid Checks	12/28/2022	125061 - 125081	1,175.64
Prepaid Checks	1/4/2023	125094 - 125148	5,253.57
Prepaid Totals			110,242.88

TOTAL SUBMITTED FOR APPROVAL

\$110,242.88

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of EDA disbursements from 11/3/22-1/4/2023.

Caroline Moe 1-6-2023
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 1-6-2023
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
Total 1140:			4.27
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
Total 1170:			170.00
2350	HD Supply Facilities Maintena	Materials - Operating Supplies - Bridge Park	93.81
Total 2350:			93.81
3189	LePage and Sons	Trash and Recycle Service - Bridge Park	276.08
Total 3189:			276.08
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	1,221.60
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	763.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	1,145.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	381.75
Total 3258:			3,512.10
3521	Menards	Medicine Cabinets - Bridge Park	9,330.30
3521	Menards	Materials - Operating Supplies - Bridge Park	126.91
Total 3521:			9,457.21
4567	Precision Property Maintenanc	Property Maint Services - Lawn Care Bridge Park	290.00
4567	Precision Property Maintenanc	Property Maint Services - Lawn Care	2,000.00
Total 4567:			2,290.00
4661	Quill Corporation	Office Supplies - Bridge Park	175.55
Total 4661:			175.55
5251	Star	Public Notice Bridge Park Request for Proposal	7.35
5251	Star	Public Notice EDA Annual PHA Plan	10.50
Total 5251:			17.85
Grand Totals:			15,996.87

Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 11/9/2022

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/22	11/09/2022	124650	1140	Cintas Corporation	205-20100	4.27
11/22	11/09/2022	124651	1170	City Laundering Co.	205-20100	170.00
11/22	11/09/2022	124655	2350	HD Supply Facilities Maintenance Ltd	901-20100	93.81
11/22	11/09/2022	124656	3258	I.U.O.E. Local 49 Fringe Benefit Fund	901-20100	3,512.10
11/22	11/09/2022	124662	3189	LePage and Sons	901-20100	276.08
11/22	11/09/2022	124666	3521	Menards	901-20100	9,457.21
11/22	11/09/2022	124678	4567	Precision Property Maintenance	901-20100	290.00
11/22	11/09/2022	124679	4567	Precision Property Maintenance	205-20100	2,000.00
11/22	11/09/2022	124680	4661	Quill Corporation	901-20100	175.55
11/22	11/09/2022	124684	5251	Star	901-20100	17.85
Grand Totals:						<u>15,996.87</u>

Vendor	Vendor Name	Description	Net Invoice Amount
958	Capital One	Office Supplies - Bridge Park	23.57
958	Capital One	Materials/Operating Supplies - Bridge Park	52.76
Total 958:			76.33
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
1140	Cintas Corporation	First Aid Supplies - Bridge Park	54.02
Total 1140:			58.29
2455	HDS, LLC	HDSWin Annual License and Support	2,475.00
Total 2455:			2,475.00
3189	LePage and Sons	Trash and Recycle Service - City Hall/Mall	346.24
Total 3189:			346.24
3264	Lockstar Locksmith Service L	Service Call & Deadbolt - Bridge Park	285.00
Total 3264:			285.00
3521	Menards	Maintenance Supplies - Mall	58.97
3521	Menards	Materials - Operating Supplies - Bridge Park	53.83
Total 3521:			112.80
Grand Totals:			3,353.66

Dated: 11/16/2022City Treasurer: Caroline Huc

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/22	11/16/2022	124704	958	Capital One	901-20100	76.33
11/22	11/16/2022	124708	1140	Cintas	901-20100	54.02
11/22	11/16/2022	124709	1140	Cintas Corporation	205-20100	4.27
11/22	11/16/2022	124732	2455	HDS, LLC DBA Kanso Software	901-20100	2,475.00
11/22	11/16/2022	124739	3189	LePage and Sons	205-20100	346.24
11/22	11/16/2022	124743	3264	Lockstar Locksmith Service LLC	901-20100	285.00
11/22	11/16/2022	124746	3521	Menards	205-20100	58.97
11/22	11/16/2022	124747	3521	Menards	901-20100	53.83
Grand Totals:						<u>3,353.66</u>

Vendor	Vendor Name	Description	Net Invoice Amount
70	Adam's Pest Control, Inc.	Pest Control - Bridge Park	145.00
	Total 70:		145.00
175	Amazon Capital Services, Inc.	Repairs & Maint Supplies - Mall	146.20
	Total 175:		146.20
969	Cardmember Service	Adobe Software - Econ Development	73.44
969	Cardmember Service	Lodging - A. Smith	395.68
	Total 969:		469.12
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
	Total 1140:		8.54
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
	Total 1170:		85.00
1379	Custom Woodworks LLC	Final Bill - Bridge Park Vanity Replacement	27,037.00
1379	Custom Woodworks LLC	Installation Labor and New Top - Bridge Park	1,412.00
1379	Custom Woodworks LLC	Rebuild Kitchen Drawer Box - Bridge Park	85.00
	Total 1379:		28,534.00
3006	Kramer Mechanical Plumbing	Repairs - Bridge Park Apt	159.06
3006	Kramer Mechanical Plumbing	Supply and Install Faucets - Bridge Park	20,700.00
	Total 3006:		20,859.06
3521	Menards	Materials - Operating Supplies - Bridge Park	81.94
	Total 3521:		81.94
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Rental - Bridge Park	16.65
	Total 3543:		16.65
4170	Northern Antenna LLC	Amplifier, Antenna and Installation - Bridge Park	863.97
	Total 4170:		863.97
4211	Northland Fire Protection	Service & Re-certification Fire Extinguisher(s) - Bridge	1,440.60
	Total 4211:		1,440.60

Vendor	Vendor Name	Description	Net Invoice Amount
5801	Verizon Wireless	wireless phone service - Maintenance	20.57
5801	Verizon Wireless	wireless phone service - Bridge Park	41.15
Total 5801:			61.72
Grand Totals:			52,711.80

Dated: 11/30/22

City Treasurer: Caroline M...

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/22	11/30/2022	124782	70	Adams Pest Control - Main	901-20100	145.00
11/22	11/30/2022	124784	175	Amazon Capital Services, Inc.	205-20100	146.20
11/22	11/30/2022	124792	969	Cardmember Service	205-20100	469.12
11/22	11/30/2022	124797	1140	Cintas Corporation	205-20100	8.54
11/22	11/30/2022	124798	1170	City Laundering Co.	205-20100	85.00
11/22	11/30/2022	124801	1379	Custom Woodworks LLC	901-20100	28,534.00
11/22	11/30/2022	124829	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	20,859.06
11/22	11/30/2022	124837	3521	Menards	901-20100	81.94
11/22	11/30/2022	124838	3543	Metro Sales, Inc.	901-20100	16.65
11/22	11/30/2022	124847	4170	Northern Antenna LLC	901-20100	863.97
11/22	11/30/2022	124848	4211	Northland Fire Protection	901-20100	1,440.60
11/22	11/30/2022	124867	5801	Verizon Wireless	901-20100	61.72
Grand Totals:						<u>52,711.80</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
Total 1140:			4.27
2411	Hillyard Inc.	Maintenance Supplies - Mall	272.60
Total 2411:			272.60
3189	LePage and Sons	Trash and Recycle Service - Bridge Park	276.08
Total 3189:			276.08
3501	MEI Total Elevator Solutions	December Monthly Service - Bridge Park	281.88
3501	MEI Total Elevator Solutions	Service Elevator - Bridge Park	969.76
Total 3501:			1,251.64
3521	Menards	Maintenance Supplies - Mall	29.21
3521	Menards	Small Tools & Equipment - Mall	34.50
Total 3521:			63.71
3721	Minnesota NAHRO	Agency Membership Renewal	300.00
Total 3721:			300.00
4594	Professional Sports Publicatio	Industrial Park Marketing - Minnesota Vikings Yearboo	5,000.00
Total 4594:			5,000.00
5426	Team Industries Cambridge In	Tax Abatement per Agreement 15.047.0072	14,545.91
Total 5426:			14,545.91
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:			22,602.61

Dated: 12/7/22

City Treasurer: *Caroline Hume*

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/22	12/07/2022	124884	1140	Cintas Corporation	205-20100	4.27
12/22	12/07/2022	124891	2411	Hillyard / Minneapolis	205-20100	272.60
12/22	12/07/2022	124898	3189	LePage and Sons	901-20100	276.08
12/22	12/07/2022	124903	3501	MEI Total Elevator Solutions	901-20100	1,251.64
12/22	12/07/2022	124905	3521	Menards	205-20100	63.71
12/22	12/07/2022	124906	3721	Minnesota NAHRO	901-20100	300.00
12/22	12/07/2022	124912	4594	Professional Sports Publications	205-20100	5,000.00
12/22	12/07/2022	124923	5426	Team Industries Cambridge Inc.	205-20100	14,545.91
12/22	12/07/2022	124932	5965	White Bear IT Solutions LLC	901-20100	888.40
Grand Totals:						<u>22,602.61</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
	Total 1140:		4.27
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
	Total 1170:		85.00
1201	Cliff's Sewing Service Inc.	Vacuum Service and Supplies - Bridge Park	61.98
	Total 1201:		61.98
2873	KBH Construction	Install Rubber Base for Vanities - Bridge Park	2,775.00
	Total 2873:		2,775.00
3189	LePage and Sons	Trash and Recycle Service - City Hall/Mall	346.24
	Total 3189:		346.24
3521	Menards	Maintenance Supplies - Mall	23.89
	Total 3521:		23.89
5431	Ted's Complete Appliance	Repairs Bridge Park	245.00
	Total 5431:		245.00
	Grand Totals:		3,541.38

Dated: 12-15-2022

City Treasurer: Caroline Mre

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/22	12/15/2022	124945	1140	Cintas Corporation	205-20100	4.27
12/22	12/15/2022	124946	1170	City Laundering Co.	205-20100	85.00
12/22	12/15/2022	124948	1201	Cliff's Sewing Service Inc.	901-20100	61.98
12/22	12/15/2022	124965	2873	KBH Construction	901-20100	2,775.00
12/22	12/15/2022	124968	3189	LePage and Sons	205-20100	346.24
12/22	12/15/2022	124970	3521	Menards	205-20100	23.89
12/22	12/15/2022	124990	5431	Ted's Appliance	901-20100	245.00
Grand Totals:						<u>3,541.38</u>

Vendor	Vendor Name	Description	Net Invoice Amount
70	Adam's Pest Control, Inc.	Pest Control - Bridge Park	145.00
	Total 70:		145.00
444	Bassing Electric	Electrical Service Work - Bridge Park	315.56
	Total 444:		315.56
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
	Total 1140:		4.27
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
	Total 1170:		85.00
1815	Erickson Electric Company, In	Pole Breaker - Bridge Park	965.24
	Total 1815:		965.24
5116	Short, Elliott, Hendrickson Inc	CAMBR 2023 Parking Lot Imp	4,092.28
	Total 5116:		4,092.28
	Grand Totals:		5,607.35

Dated: 12-21-22

City Treasurer: Caroline [Signature]

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/22	12/21/2022	125003	70	Adams Pest Control - Main	901-20100	145.00
12/22	12/21/2022	125005	444	Bassing Electric	901-20100	315.56
12/22	12/21/2022	125012	1140	Cintas Corporation	205-20100	4.27
12/22	12/21/2022	125013	1170	City Laundering Co.	205-20100	85.00
12/22	12/21/2022	125019	1815	Erickson Electric Company, Inc.	901-20100	965.24
12/22	12/21/2022	125042	5116	Short, Elliott, Hendrickson Inc	205-20100	4,092.28
Grand Totals:						<u>5,607.35</u>

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Materials Operating Supplies - Bridge Park	212.88
969	Cardmember Service	Chamber Monthly Luncheon - A. Smith	15.00
Total 969:			227.88
2455	HDS, LLC	MTCSQ 10/01/2022 to 03/31/2023	240.00
Total 2455:			240.00
2479	Hugger, Kim Estate of	Refund Security Deposit	346.08
2479	Hugger, Kim Estate of	Refund Pet Deposit	300.00
Total 2479:			646.08
5801	Verizon Wireless	wireless phone service - Maintenance	20.56
5801	Verizon Wireless	wireless phone service - Bridge Park	41.12
Total 5801:			61.68
Grand Totals:			1,175.64

Dated: 12-29-22

City Treasurer: Caroline Moul

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/22	12/28/2022	125061	969	Cardmember Service	205-20100	227.88
12/22	12/28/2022	125066	2455	HDS, LLC DBA Kanso Software	901-20100	240.00
12/22	12/28/2022	125067	2479	Estate of Kim Hugger	901-20100	646.08
12/22	12/28/2022	125081	5801	Verizon Wireless	901-20100	61.68
Grand Totals:						<u>1,175.64</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.27
	Total 1140:		4.27
1170	City Laundering Co.	Rugs - DMV and Mall	85.00
	Total 1170:		85.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/De-Icer - Bridge Park	137.50
	Total 3086:		137.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance February	1,221.60
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance February	763.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance February	1,145.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance February	381.75
	Total 3258:		3,512.10
4471	Public Housing Authorities Dir	Housing Authority - C. Moe	205.00
	Total 4471:		205.00
5836	Vintage Lock	Repair & Maint Bldg - Mall	420.00
	Total 5836:		420.00
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.85
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.85
	Total 5965:		889.70
	Grand Totals:		5,253.57

Dated: 1/4/2023

City Treasurer: 

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/23	01/04/2023	125094	1140	Cintas Corporation	205-20100	4.27
01/23	01/04/2023	125095	1170	City Laundering Co.	205-20100	85.00
01/23	01/04/2023	125108	3258	I.U.O.E. Local 49 Fringe Benefit Fund	901-20100	3,512.10
01/23	01/04/2023	125114	3086	Landworks Construction, Inc.	901-20100	137.50
01/23	01/04/2023	125133	4471	PHADA	901-20100	205.00
01/23	01/04/2023	125146	5836	Vintage Lock	205-20100	420.00
01/23	01/04/2023	125148	5965	White Bear IT Solutions LLC	901-20100	889.70
Grand Totals:						<u>5,253.57</u>

Prepared by: Deb Barrett

RE: Report on Bridge Park Apartments Housing Operations

- Submitted MTCS report (vacancy report). At this time Bridge Park is at 100% Occupancy. Received two Notices for Vacating. One resident has to go into assisted living and the other passed away. Processed rent checks.
- Handed out and mailed Certificate of Rent Paid to current and past residents.
- Took down all Christmas decorations