

# Cambridge Economic Development Authority (EDA)

## Regular Meeting Minutes – April 17, 2023

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, April 17, 2023 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Bob Shogren, Mark Ziebarth, Lisa Iverson, Jim Godfrey and Aaron Berg.

Staff present: City Administrator Evan Vogel, Executive Director Moe, Deputy City Administrator Smith, Police Chief Schuster, and Assistant to the City Administrator Seiberlich.

### **Call to Order**

Shogren called the meeting to order at 5:47 p.m.

### **Approval of Agenda**

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

### **Consent Agenda**

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

- A. Approval of February 21, 2023 meeting minutes
- B. Approve EDA Draft January and February 2023 Financial Statements
- C. Approve EDA Admin Division Bills Checks # 125443- # 12900 Totaling \$44,820.03
- D. Housing Supervisor's Report
- E. Approve Reimbursement of Land Purchase from EDA Land Acquisition Fund

Upon roll call, all voted aye, no nays. Motion carried unanimously.

### **Work Session**

There were no items under the work session.

### **Unfinished Business**

There were no items under unfinished business.

### **New Business**

#### **A Creation of Housing Maintenance On-Call Position**

Moe summarized, for several years, the former Housing Maintenance Supervisor that retired from Bridge Park over five years ago has been servicing on-call needs at Bridge Park when the current Housing Supervisor is not available. However, the retired employee is no longer available to cover on-call needs.

Moe said staff would like to formally create a Housing Maintenance On-Call Position to help ensure Bridge Park is properly maintained when the Housing Supervisor is on vacation or absent for other reasons. In addition, at times when apartments are vacated, there is excessive cleaning that must be done to prepare the unit for the incoming tenant. It would be helpful to augment the Housing Supervisor's work capacity with small amounts of on-call staff. It is estimated that this position would be approximately 80 hours per year.

Moe stated the ideal candidate for this position would be a resident at Bridge Park so maintenance needs, like snow or ice removal, can readily be addressed. However, Bridge Park residency will not be a mandatory qualification for applicant consideration.

Moe explained the Housing budget currently anticipates some fill-in staff hours and could easily be amended to accommodate estimated on-call hours of 80 hours per year.

Shogren asked if income received from this position would affect eligibility if a resident was hired, Moe said the extra income would have to be reported but didn't feel there would be enough hours to create ineligibility. Shogren asked what pay grade this position started at, Vogel answered this position doesn't require a pay grade due to the infrequency of work and would start at \$15.71 per hour, which is equivalent to seasonal employees.

Godfrey motioned, seconded by Ziebarth, to authorize the creation of Housing Maintenance On-Call position and recommends the Cambridge City Council authorize the posting of the Housing Maintenance On-Call position.

### **Adjournment**

Berg motioned, seconded by Ziebarth, to adjourn the meeting at 5:52 p.m. Motion carried unanimously.

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

ATTEST:

  
\_\_\_\_\_  
Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2023

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	( 2,540.41)	
901-10102	INVESTMENTS--PBC	121,415.33	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	256,462.46	
901-15500	PREPAID EXPENSES	2,775.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,317,540.79	
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	38,854.91	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,798,444.35)	
	TOTAL ASSETS		<u>759,394.08</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	3,014.36	
901-21650	ACCRUED VACATION & SICK PAY	1,614.38	
901-22600	TENANT SECURITY DEPOSITS	35,717.00	
	TOTAL LIABILITIES		40,345.74

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	406,795.54	
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>10,697.03</u>	
	BALANCE - CURRENT DATE		<u>10,697.03</u>
	TOTAL FUND EQUITY		<u>719,048.34</u>
	TOTAL LIABILITIES AND EQUITY		<u>759,394.08</u>

CITY OF CAMBRIDGE  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

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	85,000.00	85,000.00	7,265.00	77,735.00	8.55	96,574.00
TOTAL INTERGOVERNMENTAL REVE	85,000.00	85,000.00	7,265.00	77,735.00	8.55	96,574.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	60.37	239.63	20.12	648.47
TOTAL INTEREST & MISC INCOME	300.00	300.00	60.37	239.63	20.12	648.47
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	175,000.00	175,000.00	15,328.00	159,672.00	8.76	187,460.38
901-37221 LAUNDRY INCOME BRIDGE PARK	3,000.00	3,000.00	280.29	2,719.71	9.34	4,589.79
TOTAL RENTAL INCOME	178,000.00	178,000.00	15,608.29	162,391.71	8.77	192,050.17
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	88,074.30
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	88,074.30
TOTAL FUND REVENUE	298,300.00	298,300.00	22,933.66			377,346.94

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	41,833.00	41,833.00	3,039.26	( 38,793.74)	7.27	38,868.81
901-49500-104	ADMIN PART-TIME - OVERTIME	262.00	262.00	.00	( 262.00)	.00	.00
901-49500-121	PERA (EMPLOYER)	3,138.00	3,138.00	227.95	( 2,910.05)	7.26	2,790.62
901-49500-122	FICA/MEDICARE (EMPLOYER)	3,200.00	3,200.00	212.00	( 2,988.00)	6.63	2,652.39
901-49500-131	MEDICAL/LIFE/DENTAL	9,544.00	9,544.00	763.49	( 8,780.51)	8.00	9,161.88
901-49500-151	WORKERS' COMPENSATION PREMIU	300.00	300.00	.00	( 300.00)	.00	193.40
901-49500-154	HRA/FLEX FEES	100.00	100.00	15.70	( 84.30)	15.70	68.00
<b>TOTAL PERSONAL SERVICES</b>		<b>58,377.00</b>	<b>58,377.00</b>	<b>4,258.40</b>	<b>( 54,118.60)</b>	<b>7.29</b>	<b>53,735.10</b>
<i>SUPPLIES</i>							
901-49500-201	OFFICE SUPPLY	800.00	800.00	101.59	( 698.41)	12.70	309.00
<b>TOTAL SUPPLIES</b>		<b>800.00</b>	<b>800.00</b>	<b>101.59</b>	<b>( 698.41)</b>	<b>12.70</b>	<b>309.00</b>
<i>OTHER SERVICES AND CHARGES</i>							
901-49500-304	LEGAL FEES	2,000.00	2,000.00	.00	( 2,000.00)	.00	2,190.00
901-49500-306	AUDITING	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,500.00
901-49500-313	IT MGMT & BACKUP	6,500.00	6,500.00	444.85	( 6,055.15)	6.84	5,330.40
901-49500-321	TELEPHONE EXPENSE	7,500.00	7,500.00	41.14	( 7,458.86)	.55	7,200.80
901-49500-322	POSTAGE	100.00	100.00	63.00	( 37.00)	63.00	58.00
901-49500-331	TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	.00
901-49500-340	ADVERTISING	100.00	100.00	.00	( 100.00)	.00	30.45
<b>TOTAL OTHER SERVICES AND CHA</b>		<b>19,300.00</b>	<b>19,300.00</b>	<b>548.99</b>	<b>( 18,751.01)</b>	<b>2.84</b>	<b>17,309.65</b>
<i>MISCELLANEOUS</i>							
901-49500-413	RENTALS - OFFICE EQUIPMENT	200.00	200.00	17.93	( 182.07)	8.97	182.09
901-49500-433	DUES AND SUBSCRIPTIONS	3,500.00	3,500.00	205.00	( 3,295.00)	5.86	3,479.00
901-49500-440	STAFF TRAINING	400.00	400.00	.00	( 400.00)	.00	.00
<b>TOTAL MISCELLANEOUS</b>		<b>4,100.00</b>	<b>4,100.00</b>	<b>222.93</b>	<b>( 3,877.07)</b>	<b>5.44</b>	<b>3,661.09</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>		<b>82,577.00</b>	<b>82,577.00</b>	<b>5,131.91</b>	<b>( 77,445.09)</b>	<b>6.21</b>	<b>75,014.84</b>

CITY OF CAMBRIDGE  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

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	240.00	240.00	.00	( 240.00)	.00	8,295.91
	<i>TOTAL SUPPLIES</i>	240.00	240.00	.00	( 240.00)	.00	8,295.91
	TOTAL LOW RENT TENANT SERVICE	240.00	240.00	.00	( 240.00)	.00	8,295.91

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	24,586.00	24,586.00	1,777.42	( 22,808.58)	7.23	20,029.74
901-49700-121 PERA (EMPLOYER)	1,844.00	1,844.00	118.19	( 1,725.81)	6.41	1,472.60
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,881.00	1,881.00	125.35	( 1,755.65)	6.66	1,392.86
901-49700-131 MEDICAL/DENTAL/LIFE	4,772.00	4,772.00	381.75	( 4,390.25)	8.00	4,581.00
901-49700-151 WORKERS' COMPENSATION PREMIU	2,000.00	2,000.00	.00	( 2,000.00)	.00	963.38
<i>TOTAL PERSONAL SERVICES</i>	<u>35,083.00</u>	<u>35,083.00</u>	<u>2,402.71</u>	<u>( 32,680.29)</u>	<u>6.85</u>	<u>28,439.58</u>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	.00	( 4,000.00)	.00	3,920.91
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	.00
<i>TOTAL SUPPLIES</i>	<u>4,200.00</u>	<u>4,200.00</u>	<u>.00</u>	<u>( 4,200.00)</u>	<u>.00</u>	<u>3,920.91</u>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	35,000.00	35,000.00	3,746.72	( 31,253.28)	10.70	42,793.57
901-49700-360 INSURANCE AND BONDS	14,000.00	14,000.00	.00	( 14,000.00)	.00	10,727.00
901-49700-370 PAYMENT IN LIEU OF TAXES	15,000.00	15,000.00	.00	( 15,000.00)	.00	14,783.00
901-49700-381 ELECTRIC UTILITIES	38,000.00	38,000.00	.00	( 38,000.00)	.00	35,235.69
901-49700-382 WATER/WASTEWATER UTILITIES	9,000.00	9,000.00	510.49	( 8,489.51)	5.67	6,618.15
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,364.71
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	444.80	( 3,755.20)	10.59	4,024.56
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>118,200.00</u>	<u>118,200.00</u>	<u>4,702.01</u>	<u>( 113,497.99)</u>	<u>3.98</u>	<u>116,546.68</u>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	48,000.00	48,000.00	.00	( 48,000.00)	.00	42,716.18
<i>TOTAL MISCELLANEOUS</i>	<u>48,000.00</u>	<u>48,000.00</u>	<u>.00</u>	<u>( 48,000.00)</u>	<u>.00</u>	<u>42,716.18</u>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	5,000.00	5,000.00	.00	( 5,000.00)	.00	2,248.82
901-49700-502 BETTERMENTS AND ADDITIONS	5,000.00	5,000.00	.00	( 5,000.00)	.00	.00
<i>TOTAL IMPROVEMENTS/BETTERM</i>	<u>10,000.00</u>	<u>10,000.00</u>	<u>.00</u>	<u>( 10,000.00)</u>	<u>.00</u>	<u>2,248.82</u>
<b>TOTAL LOW RENT MAINTENANCE</b>	<u><u>215,483.00</u></u>	<u><u>215,483.00</u></u>	<u><u>7,104.72</u></u>	<u><u>( 208,378.28)</u></u>	<u><u>3.30</u></u>	<u><u>193,872.17</u></u>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	298,300.00	298,300.00	12,236.63			277,182.92
NET REVENUES OVER EXPENDITURE	.00	.00	10,697.03			100,164.02



CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2023

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10200	EDA HOUSING DIV OPERATING CASH	75,733.00	
	TOTAL ASSETS		<u>75,733.00</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	75,733.00	
	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 1 MONTHS ENDING JANUARY 31, 2023

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	.00	35,000.00	.00	88,074.30
	TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	.00	35,000.00	.00	88,074.30
	TOTAL FUND REVENUE	35,000.00	35,000.00	.00			88,074.30

CITY OF CAMBRIDGE  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

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	88,074.30
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	( 35,000.00)	.00	88,074.30
	TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	( 35,000.00)	.00	88,074.30

CITY OF CAMBRIDGE  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

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			88,074.30
NET REVENUES OVER EXPENDITURE	.00	.00	.00			.00

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	3,251.38
205-36215 UNREALIZED MKT VALUE GAIN/LOSS	.00	.00	.00	.00	.00	( 11,911.77)
TOTAL INTEREST	.00	.00	.00	.00	.00	( 8,660.39)
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	180,000.00	180,000.00	19,946.01	160,053.99	11.08	187,492.73
TOTAL MALL OPERATING REVENUES	180,000.00	180,000.00	19,946.01	160,053.99	11.08	187,492.73
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	50,000.00	50,000.00	.00	50,000.00	.00	350,000.00
TOTAL TRANSFERS FROM OTHER FU	50,000.00	50,000.00	.00	50,000.00	.00	350,000.00
TOTAL FUND REVENUE	230,000.00	230,000.00	19,946.01			528,832.34

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	68,521.00	68,521.00	5,122.57	( 63,398.43)	7.48	51,998.63
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	.00	( 2,500.00)	.00	1,435.00
205-41930-121 PERA (EMPLOYER)	5,150.00	5,150.00	384.20	( 4,765.80)	7.46	3,886.10
205-41930-122 FICA/MEDICARE (EMPLOYER)	5,253.00	5,253.00	382.56	( 4,870.44)	7.28	3,984.79
205-41930-131 MEDICAL/DENTAL/LIFE	13,826.00	13,826.00	1,106.13	( 12,719.87)	8.00	9,887.40
205-41930-132 LONGEVITY PAY	143.00	143.00	.00	( 143.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	.00	( 1,200.00)	.00	420.00
205-41930-151 WORKERS' COMPENSATION PREMIU	565.00	565.00	.00	( 565.00)	.00	282.20
205-41930-154 HRA/FLEX FEES	80.00	80.00	12.56	( 67.44)	15.70	33.84
<b>TOTAL PERSONAL SERVICES</b>	<b>97,238.00</b>	<b>97,238.00</b>	<b>7,008.02</b>	<b>( 90,229.98)</b>	<b>7.21</b>	<b>71,927.96</b>
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	.00	( 300.00)	.00	241.53
205-41930-209 SOFTWARE UPDATES	.00	.00	.00	.00	.00	73.44
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	.00	( 3,300.00)	.00	279.99
<b>TOTAL SUPPLIES</b>	<b>3,950.00</b>	<b>3,950.00</b>	<b>.00</b>	<b>( 3,950.00)</b>	<b>.00</b>	<b>594.96</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00	( 5,000.00)	.00	1,321.50
205-41930-313 IT MGMT & BACKUP	5,600.00	5,600.00	444.85	( 5,155.15)	7.94	5,330.40
205-41930-321 TELEPHONE/CELLULAR	540.00	540.00	45.00	( 495.00)	8.33	608.89
205-41930-331 TRAVEL/MEALS/LODGING	1,200.00	1,200.00	.00	( 1,200.00)	.00	940.64
205-41930-334 MILEAGE REIMBURSEMENT	1,500.00	1,500.00	.00	( 1,500.00)	.00	459.14
205-41930-351 LEGAL NOTICES/ORD PUB	350.00	350.00	.00	( 350.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,500.00	2,500.00	.00	( 2,500.00)	.00	4,311.98
205-41930-381 ELECTRIC UTILITIES	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-41930-382 WATER/SEWER/STORM PROPERTY A	75.00	75.00	.00	( 75.00)	.00	.00
205-41930-383 GAS UTILITIES	200.00	200.00	.00	( 200.00)	.00	.00
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>17,965.00</b>	<b>17,965.00</b>	<b>489.85</b>	<b>( 17,475.15)</b>	<b>2.73</b>	<b>12,972.55</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	101.00	101.00	.00	( 101.00)	.00	.00
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	15,000.00	15,000.00	.00	( 15,000.00)	.00	11,500.00
205-41930-408 PROPERTY ACQ MAINT EXP	.00	.00	.00	.00	.00	31,360.67
205-41930-430 MISCELLANEOUS	100.00	100.00	.00	( 100.00)	.00	.00
205-41930-433 DUES AND SUBSCRIPTIONS	3,770.00	3,770.00	580.00	( 3,190.00)	15.38	4,163.60
205-41930-440 SCHOOLS & MEETINGS	2,000.00	2,000.00	.00	( 2,000.00)	.00	1,678.00
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	30,000.00	30,000.00	.00	( 30,000.00)	.00	29,091.82
205-41930-484 NLX ACTIVITIES	7,800.00	7,800.00	.00	( 7,800.00)	.00	.00
205-41930-485 PROPERTY TAXES	.00	.00	.00	.00	.00	712.00
205-41930-489 IND PARK MARKETING	5,000.00	5,000.00	.00	( 5,000.00)	.00	5,000.00
<i>TOTAL MISCELLANEOUS</i>	<u>63,771.00</u>	<u>63,771.00</u>	<u>580.00</u>	<u>( 63,191.00)</u>	<u>.91</u>	<u>83,506.09</u>
<b>TOTAL EDA ADMINISTRATION</b>	<u><u>182,924.00</u></u>	<u><u>182,924.00</u></u>	<u><u>8,077.87</u></u>	<u><u>( 174,846.13)</u></u>	<u><u>4.42</u></u>	<u><u>169,001.56</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2023**

**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	29,193.00	29,193.00	2,296.00	( 26,897.00)	7.86	28,813.20
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	705.32	( 6,294.68)	10.08	5,040.54
205-47000-121 PERA (EMPLOYER)	2,843.00	2,843.00	172.20	( 2,670.80)	6.06	2,154.84
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,900.00	2,900.00	223.76	( 2,676.24)	7.72	2,511.05
205-47000-131 MEDICAL/DENTAL/LIFE	8,642.00	8,642.00	689.18	( 7,952.82)	7.97	8,270.16
205-47000-132 LONGEVITY PAY	712.00	712.00	.00	( 712.00)	.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	750.00	750.00	.00	( 750.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	3,089.00	3,089.00	.00	( 3,089.00)	.00	1,577.49
205-47000-154 HRA/FLEX FEES	100.00	100.00	7.85	( 92.15)	7.85	34.00
<b>TOTAL PERSONAL SERVICES</b>	<b>56,229.00</b>	<b>56,229.00</b>	<b>4,094.31</b>	<b>( 52,134.69)</b>	<b>7.28</b>	<b>48,401.28</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	21.35	( 178.65)	10.68	221.74
205-47000-212 GASOLINE/FUEL	125.00	125.00	.00	( 125.00)	.00	216.22
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	812.98	( 14,187.02)	5.42	8,362.99
205-47000-240 SMALL TOOLS	1,000.00	1,000.00	.00	( 1,000.00)	.00	347.12
<b>TOTAL SUPPLIES</b>	<b>16,325.00</b>	<b>16,325.00</b>	<b>834.33</b>	<b>( 15,490.67)</b>	<b>5.11</b>	<b>9,148.07</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	20.57	( 329.43)	5.88	247.22
205-47000-360 INSURANCE AND BONDS	6,000.00	6,000.00	.00	( 6,000.00)	.00	5,280.00
205-47000-381 ELECTRIC UTILITIES	20,500.00	20,500.00	.00	( 20,500.00)	.00	18,352.29
205-47000-382 WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	441.86	( 5,058.14)	8.03	5,265.88
205-47000-383 GAS UTILITIES	4,200.00	4,200.00	.00	( 4,200.00)	.00	4,818.60
205-47000-384 REFUSE HAULING	6,000.00	6,000.00	411.18	( 5,588.82)	6.85	5,686.74
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>42,550.00</b>	<b>42,550.00</b>	<b>873.61</b>	<b>( 41,676.39)</b>	<b>2.05</b>	<b>39,650.73</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	20,000.00	20,000.00	832.50	( 19,167.50)	4.16	40,340.82
205-47000-413 BNSF PARKING LOT LEASE	2,500.00	2,500.00	.00	( 2,500.00)	.00	2,494.15
205-47000-489 OTHER CONTRACTED SERVICES	5,000.00	5,000.00	.00	( 5,000.00)	.00	.00
205-47000-494 PARKING LOT/EXTERIOR PROJECT	480,000.00	480,000.00	.00	( 480,000.00)	.00	.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	13,797.53
205-47000-499 MALL ROOF PROJECT	.00	.00	.00	.00	.00	306.39
<b>TOTAL MISCELLANEOUS</b>	<b>507,500.00</b>	<b>507,500.00</b>	<b>832.50</b>	<b>( 506,667.50)</b>	<b>.16</b>	<b>56,938.89</b>
<b>TOTAL MALL OPERATING EXPENSES</b>	<b>622,604.00</b>	<b>622,604.00</b>	<b>6,634.75</b>	<b>( 615,969.25)</b>	<b>1.07</b>	<b>154,138.97</b>



**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2023

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	805,528.00	805,528.00	14,712.62			323,140.53
NET REVENUES OVER EXPENDITURE	( 575,528.00)	( 575,528.00)	5,233.39			205,691.81

CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2023

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	121,443.27	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	257,312.82	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,317,540.79	
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	38,854.91	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,798,444.35)	
TOTAL ASSETS			760,037.79

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	223.93	
901-21650	ACCRUED VACATION & SICK PAY	1,614.38	
901-22600	TENANT SECURITY DEPOSITS	36,677.32	
TOTAL LIABILITIES			38,515.63

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	406,795.54	
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		13,170.85	
BALANCE - CURRENT DATE		13,170.85	
TOTAL FUND EQUITY			721,522.16
TOTAL LIABILITIES AND EQUITY			760,037.79

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	85,000.00	85,000.00	14,530.00	70,470.00	17.09	96,574.00
TOTAL INTERGOVERNMENTAL REVE	85,000.00	85,000.00	14,530.00	70,470.00	17.09	96,574.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	115.86	184.14	38.62	648.47
TOTAL INTEREST & MISC INCOME	300.00	300.00	115.86	184.14	38.62	648.47
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	175,000.00	175,000.00	31,206.94	143,793.06	17.83	187,460.38
901-37221 LAUNDRY INCOME BRIDGE PARK	3,000.00	3,000.00	575.73	2,424.27	19.19	4,589.79
TOTAL RENTAL INCOME	178,000.00	178,000.00	31,782.67	146,217.33	17.86	192,050.17
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	88,074.30
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	88,074.30
TOTAL FUND REVENUE	298,300.00	298,300.00	46,428.53			377,346.94

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

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

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT ADMINISTRATION</u>							
<i>PERSONAL SERVICES</i>							
901-49500-103	ADMIN PART-TIME - REGULAR	41,833.00	41,833.00	6,156.96	( 35,676.04)	14.72	38,868.81
901-49500-104	ADMIN PART-TIME - OVERTIME	262.00	262.00	.00	( 262.00)	.00	.00
901-49500-121	PERA (EMPLOYER)	3,138.00	3,138.00	461.78	( 2,676.22)	14.72	2,790.62
901-49500-122	FICA/MEDICARE (EMPLOYER)	3,200.00	3,200.00	429.67	( 2,770.33)	13.43	2,652.39
901-49500-131	MEDICAL/LIFE/DENTAL	9,544.00	9,544.00	2,719.11	( 6,824.89)	28.49	9,161.88
901-49500-151	WORKERS' COMPENSATION PREMIU	300.00	300.00	.00	( 300.00)	.00	193.40
901-49500-154	HRA/FLEX FEES	100.00	100.00	20.40	( 79.60)	20.40	68.00
<i>TOTAL PERSONAL SERVICES</i>		<u>58,377.00</u>	<u>58,377.00</u>	<u>9,787.92</u>	<u>( 48,589.08)</u>	<u>16.77</u>	<u>53,735.10</u>
<i>SUPPLIES</i>							
901-49500-201	OFFICE SUPPLY	800.00	800.00	106.86	( 693.14)	13.36	309.00
<i>TOTAL SUPPLIES</i>		<u>800.00</u>	<u>800.00</u>	<u>106.86</u>	<u>( 693.14)</u>	<u>13.36</u>	<u>309.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
901-49500-304	LEGAL FEES	2,000.00	2,000.00	.00	( 2,000.00)	.00	2,190.00
901-49500-306	AUDITING	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,500.00
901-49500-313	IT MGMT & BACKUP	6,500.00	6,500.00	902.66	( 5,597.34)	13.89	5,330.40
901-49500-321	TELEPHONE EXPENSE	7,500.00	7,500.00	656.03	( 6,843.97)	8.75	7,200.80
901-49500-322	POSTAGE	100.00	100.00	63.00	( 37.00)	63.00	58.00
901-49500-331	TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	.00
901-49500-340	ADVERTISING	100.00	100.00	.00	( 100.00)	.00	30.45
<i>TOTAL OTHER SERVICES AND CHA</i>		<u>19,300.00</u>	<u>19,300.00</u>	<u>1,621.69</u>	<u>( 17,678.31)</u>	<u>8.40</u>	<u>17,309.65</u>
<i>MISCELLANEOUS</i>							
901-49500-413	RENTALS - OFFICE EQUIPMENT	200.00	200.00	2,518.22	2,318.22	1,259.11	182.09
901-49500-433	DUES AND SUBSCRIPTIONS	3,500.00	3,500.00	744.00	( 2,756.00)	21.26	3,479.00
901-49500-440	STAFF TRAINING	400.00	400.00	.00	( 400.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>		<u>4,100.00</u>	<u>4,100.00</u>	<u>3,262.22</u>	<u>( 837.78)</u>	<u>79.57</u>	<u>3,661.09</u>
<b>TOTAL LOW RENT ADMINISTRATION</b>		<u><u>82,577.00</u></u>	<u><u>82,577.00</u></u>	<u><u>14,778.69</u></u>	<u><u>( 67,798.31)</u></u>	<u><u>17.90</u></u>	<u><u>75,014.84</u></u>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

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	240.00	240.00	32.87	( 207.13)	13.70	8,295.91
	<i>TOTAL SUPPLIES</i>	240.00	240.00	32.87	( 207.13)	13.70	8,295.91
	TOTAL LOW RENT TENANT SERVICE	240.00	240.00	32.87	( 207.13)	13.70	8,295.91

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	24,586.00	24,586.00	3,417.15	( 21,168.85)	13.90	20,029.74
901-49700-121 PERA (EMPLOYER)	1,844.00	1,844.00	241.17	( 1,602.83)	13.08	1,472.60
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,881.00	1,881.00	239.79	( 1,641.21)	12.75	1,392.86
901-49700-131 MEDICAL/DENTAL/LIFE	4,772.00	4,772.00	1,164.00	( 3,608.00)	24.39	4,581.00
901-49700-151 WORKERS' COMPENSATION PREMIU	2,000.00	2,000.00	.00	( 2,000.00)	.00	963.38
<i>TOTAL PERSONAL SERVICES</i>	<u>35,083.00</u>	<u>35,083.00</u>	<u>5,062.11</u>	<u>( 30,020.89)</u>	<u>14.43</u>	<u>28,439.58</u>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	428.67	( 3,571.33)	10.72	3,920.91
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	.00
<i>TOTAL SUPPLIES</i>	<u>4,200.00</u>	<u>4,200.00</u>	<u>428.67</u>	<u>( 3,771.33)</u>	<u>10.21</u>	<u>3,920.91</u>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	35,000.00	35,000.00	6,230.92	( 28,769.08)	17.80	42,793.57
901-49700-360 INSURANCE AND BONDS	14,000.00	14,000.00	.00	( 14,000.00)	.00	10,727.00
901-49700-370 PAYMENT IN LIEU OF TAXES	15,000.00	15,000.00	.00	( 15,000.00)	.00	14,783.00
901-49700-381 ELECTRIC UTILITIES	38,000.00	38,000.00	4,754.26	( 33,245.74)	12.51	35,235.69
901-49700-382 WATER/WASTEWATER UTILITIES	9,000.00	9,000.00	999.10	( 8,000.90)	11.10	6,618.15
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	205.48	( 2,794.52)	6.85	2,364.71
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	765.58	( 3,434.42)	18.23	4,024.56
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>118,200.00</u>	<u>118,200.00</u>	<u>12,955.34</u>	<u>( 105,244.66)</u>	<u>10.96</u>	<u>116,546.68</u>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	48,000.00	48,000.00	.00	( 48,000.00)	.00	42,716.18
<i>TOTAL MISCELLANEOUS</i>	<u>48,000.00</u>	<u>48,000.00</u>	<u>.00</u>	<u>( 48,000.00)</u>	<u>.00</u>	<u>42,716.18</u>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	5,000.00	5,000.00	.00	( 5,000.00)	.00	2,248.82
901-49700-502 BETTERMENTS AND ADDITIONS	5,000.00	5,000.00	.00	( 5,000.00)	.00	.00
<i>TOTAL IMPROVEMENTS/BETTERM</i>	<u>10,000.00</u>	<u>10,000.00</u>	<u>.00</u>	<u>( 10,000.00)</u>	<u>.00</u>	<u>2,248.82</u>
<b>TOTAL LOW RENT MAINTENANCE</b>	<u><u>215,483.00</u></u>	<u><u>215,483.00</u></u>	<u><u>18,446.12</u></u>	<u><u>( 197,036.88)</u></u>	<u><u>8.56</u></u>	<u><u>193,872.17</u></u>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	298,300.00	298,300.00	33,257.68			277,182.92
NET REVENUES OVER EXPENDITURE	.00	.00	13,170.85			100,164.02

CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2023

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10200 EDA HOUSING DIV OPERATING CASH

75,733.00

TOTAL ASSETS

75,733.00

LIABILITIES AND EQUITY

FUND EQUITY

903-27200 UNRESTRICTED NET ASSETS

75,733.00

TOTAL FUND EQUITY

75,733.00

TOTAL LIABILITIES AND EQUITY

75,733.00



CITY OF CAMBRIDGE  
BALANCE SHEET  
FEBRUARY 28, 2023

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	8,700.00	
	TOTAL ASSETS		8,700.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	8,700.00	
	BALANCE - CURRENT DATE	8,700.00	
	TOTAL FUND EQUITY		8,700.00
	TOTAL LIABILITIES AND EQUITY		8,700.00

**CITY OF CAMBRIDGE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

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	8,700.00	26,300.00	24.86	88,074.30
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	8,700.00	26,300.00	24.86	88,074.30
TOTAL FUND REVENUE	35,000.00	35,000.00	8,700.00			88,074.30

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	88,074.30
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	( 35,000.00)	.00	88,074.30
	TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	( 35,000.00)	.00	88,074.30

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

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			88,074.30
NET REVENUES OVER EXPENDITURE	.00	.00	8,700.00			.00

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	3,251.38
205-36215 UNREALIZED MKT VALUE GAIN/LOSS	.00	.00	.00	.00	.00	( 11,911.77)
<b>TOTAL INTEREST</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>( 8,660.39)</b>
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	180,000.00	180,000.00	35,174.83	144,825.17	19.54	187,492.73
<b>TOTAL MALL OPERATING REVENUES</b>	<b>180,000.00</b>	<b>180,000.00</b>	<b>35,174.83</b>	<b>144,825.17</b>	<b>19.54</b>	<b>187,492.73</b>
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	50,000.00	50,000.00	.00	50,000.00	.00	350,000.00
<b>TOTAL TRANSFERS FROM OTHER FU</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>.00</b>	<b>50,000.00</b>	<b>.00</b>	<b>350,000.00</b>
<b>TOTAL FUND REVENUE</b>	<b>230,000.00</b>	<b>230,000.00</b>	<b>35,174.83</b>			<b>528,832.34</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	68,521.00	68,521.00	10,245.14	( 58,275.86)	14.95	51,998.63
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	175.00	( 2,325.00)	7.00	1,435.00
205-41930-121 PERA (EMPLOYER)	5,150.00	5,150.00	768.40	( 4,381.60)	14.92	3,886.10
205-41930-122 FICA/MEDICARE (EMPLOYER)	5,253.00	5,253.00	778.26	( 4,474.74)	14.82	3,984.79
205-41930-131 MEDICAL/DENTAL/LIFE	13,826.00	13,826.00	3,490.86	( 10,335.14)	25.25	9,887.40
205-41930-132 LONGEVITY PAY	143.00	143.00	.00	( 143.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	.00	( 1,200.00)	.00	420.00
205-41930-151 WORKERS' COMPENSATION PREMIU	565.00	565.00	.00	( 565.00)	.00	282.20
205-41930-154 HRA/FLEX FEES	80.00	80.00	16.32	( 63.68)	20.40	33.84
<b>TOTAL PERSONAL SERVICES</b>	<b>97,238.00</b>	<b>97,238.00</b>	<b>15,473.98</b>	<b>( 81,764.02)</b>	<b>15.91</b>	<b>71,927.96</b>
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	.00	( 300.00)	.00	241.53
205-41930-209 SOFTWARE UPDATES	.00	.00	.00	.00	.00	73.44
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	.00	( 3,300.00)	.00	279.99
<b>TOTAL SUPPLIES</b>	<b>3,950.00</b>	<b>3,950.00</b>	<b>.00</b>	<b>( 3,950.00)</b>	<b>.00</b>	<b>594.96</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00	( 5,000.00)	.00	1,321.50
205-41930-306 MCCOMB & HOTEL STUDY	.00	3,000.00	.00	( 3,000.00)	.00	.00
205-41930-307 MARKET OR BRE STUDY	.00	35,000.00	.00	( 35,000.00)	.00	.00
205-41930-313 IT MGMT & BACKUP	5,600.00	5,600.00	902.66	( 4,697.34)	16.12	5,330.40
205-41930-321 TELEPHONE/CELLULAR	540.00	540.00	90.00	( 450.00)	16.67	608.89
205-41930-331 TRAVEL/MEALS/LODGING	1,200.00	1,200.00	391.30	( 808.70)	32.61	940.64
205-41930-334 MILEAGE REIMBURSEMENT	1,500.00	1,500.00	.00	( 1,500.00)	.00	459.14
205-41930-351 LEGAL NOTICES/ORD PUB	350.00	350.00	.00	( 350.00)	.00	.00
205-41930-360 INSURANCE AND BONDS	2,500.00	2,500.00	.00	( 2,500.00)	.00	4,311.98
205-41930-381 ELECTRIC UTILITIES	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-41930-382 WATER/SEWER/STORM PROPERTY A	75.00	75.00	.00	( 75.00)	.00	.00
205-41930-383 GAS UTILITIES	200.00	200.00	.00	( 200.00)	.00	.00
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>17,965.00</b>	<b>55,965.00</b>	<b>1,383.96</b>	<b>( 54,581.04)</b>	<b>2.47</b>	<b>12,972.55</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	101.00	101.00	.00 ( 101.00)	.00	.00
205-41930-407	HWY 95 PROPERTY ACQ MAINT EXP	15,000.00	15,000.00	.00 ( 15,000.00)	.00	11,500.00
205-41930-408	PROPERTY ACQ MAINT EXP	.00	.00	.00 .00	.00	31,360.67
205-41930-430	MISCELLANEOUS	100.00	100.00	.00 ( 100.00)	.00	.00
205-41930-433	DUES AND SUBSCRIPTIONS	3,770.00	3,770.00	905.00 ( 2,865.00)	24.01	4,163.60
205-41930-440	SCHOOLS & MEETINGS	2,000.00	2,000.00	350.00 ( 1,650.00)	17.50	1,678.00
205-41930-451	TAX ABATEMENT-MOTEK/TEAM IND	30,000.00	30,000.00	.00 ( 30,000.00)	.00	29,091.82
205-41930-484	NLX ACTIVITIES	7,800.00	7,800.00	.00 ( 7,800.00)	.00	.00
205-41930-485	PROPERTY TAXES	.00	.00	.00 .00	.00	712.00
205-41930-489	IND PARK MARKETING	5,000.00	5,000.00	.00 ( 5,000.00)	.00	5,000.00
	<i>TOTAL MISCELLANEOUS</i>	<u>63,771.00</u>	<u>63,771.00</u>	<u>1,255.00 ( 62,516.00)</u>	<u>1.97</u>	<u>83,506.09</u>
	<b>TOTAL EDA ADMINISTRATION</b>	<u><u>182,924.00</u></u>	<u><u>220,924.00</u></u>	<u><u>18,112.94 ( 202,811.06)</u></u>	<u><u>8.20</u></u>	<u><u>169,001.56</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**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	29,193.00	29,193.00	4,592.00	( 24,601.00)	15.73	28,813.20
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	881.65	( 6,118.35)	12.60	5,040.54
205-47000-121 PERA (EMPLOYER)	2,843.00	2,843.00	344.40	( 2,498.60)	12.11	2,154.84
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,900.00	2,900.00	406.91	( 2,493.09)	14.03	2,511.05
205-47000-131 MEDICAL/DENTAL/LIFE	8,642.00	8,642.00	2,177.48	( 6,464.52)	25.20	8,270.16
205-47000-132 LONGEVITY PAY	712.00	712.00	.00	( 712.00)	.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	750.00	750.00	.00	( 750.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	3,089.00	3,089.00	.00	( 3,089.00)	.00	1,577.49
205-47000-154 HRA/FLEX FEES	100.00	100.00	10.20	( 89.80)	10.20	34.00
<b>TOTAL PERSONAL SERVICES</b>	<b>56,229.00</b>	<b>56,229.00</b>	<b>8,412.64</b>	<b>( 47,816.36)</b>	<b>14.96</b>	<b>48,401.28</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	38.43	( 161.57)	19.22	221.74
205-47000-212 GASOLINE/FUEL	125.00	125.00	.00	( 125.00)	.00	216.22
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	986.22	( 14,013.78)	6.57	8,362.99
205-47000-240 SMALL TOOLS	1,000.00	1,000.00	.00	( 1,000.00)	.00	347.12
<b>TOTAL SUPPLIES</b>	<b>16,325.00</b>	<b>16,325.00</b>	<b>1,024.65</b>	<b>( 15,300.35)</b>	<b>6.28</b>	<b>9,148.07</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	41.14	( 308.86)	11.75	247.22
205-47000-360 INSURANCE AND BONDS	6,000.00	6,000.00	.00	( 6,000.00)	.00	5,280.00
205-47000-381 ELECTRIC UTILITIES	20,500.00	20,500.00	2,125.79	( 18,374.21)	10.37	18,352.29
205-47000-382 WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	900.41	( 4,599.59)	16.37	5,265.88
205-47000-383 GAS UTILITIES	4,200.00	4,200.00	1,164.42	( 3,035.58)	27.72	4,818.60
205-47000-384 REFUSE HAULING	6,000.00	6,000.00	822.36	( 5,177.64)	13.71	5,686.74
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>42,550.00</b>	<b>42,550.00</b>	<b>5,054.12</b>	<b>( 37,495.88)</b>	<b>11.88</b>	<b>39,650.73</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	20,000.00	20,000.00	832.50	( 19,167.50)	4.16	40,340.82
205-47000-413 BNSF PARKING LOT LEASE	2,500.00	2,500.00	2,568.97	68.97	102.76	2,494.15
205-47000-489 OTHER CONTRACTED SERVICES	5,000.00	5,000.00	.00	( 5,000.00)	.00	.00
205-47000-494 PARKING LOT/EXTERIOR PROJECT	480,000.00	480,000.00	.00	( 480,000.00)	.00	.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	10,854.50	10,854.50	.00	13,797.53
205-47000-499 MALL ROOF PROJECT	.00	.00	.00	.00	.00	306.39
<b>TOTAL MISCELLANEOUS</b>	<b>507,500.00</b>	<b>507,500.00</b>	<b>14,255.97</b>	<b>( 493,244.03)</b>	<b>2.81</b>	<b>56,938.89</b>
<b>TOTAL MALL OPERATING EXPENSES</b>	<b>622,604.00</b>	<b>622,604.00</b>	<b>28,747.38</b>	<b>( 593,856.62)</b>	<b>4.62</b>	<b>154,138.97</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	805,528.00	843,528.00	46,860.32			323,140.53
NET REVENUES OVER EXPENDITURE	( 575,528.00)	( 613,528.00)	( 11,685.49)			205,691.81