

Cambridge Economic Development Authority (EDA)

Regular Meeting Minutes – December 18, 2023

A regular meeting of the Cambridge Economic Development Authority (EDA) was held at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff present: Executive Director Moe, Housing Supervisor Barrett, City Administrator Vogel, Shuster, Deputy City Administrator Smith, and Assistant to the City Administrator Seiberlich.

Call to Order

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

Approval of Agenda

Vogel requested to add Item 6E Discuss approval of remodeling contract or Mondo's Pet Depot space in City Center Mall.

Moe asked to amend Item 6B to reflect years 2020 & 2021 instead of 2021 & 2021.

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

Consent Agenda

Ziebarth moved, seconded by Iverson, to approve consent agenda items A – E:

- A. Approval of November 20, 2023 and December 4, 2023 meeting minutes
- B. Approve EDA Draft October 2023 Financial Statements
- C. Approve EDA Admin Division Bills Checks #127685 - #127903 Totaling \$12,952.52
- D. Housing Supervisor's Report
- E. Resident Meeting Minutes

Upon roll call, all ayes, 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 2024 PHA Plan & 5 Year Capital Fund 2024-2028

Moe said a public hearing is required for the 2024-2028 Capital Plan, which describes the planned projects for the HUD Capital Fund. The excess 2022 funds are planned to replace various unit appliances and the building's water heater. Staff will start planning for replacing the roof in spring of 2025.

Public hearing on the PHA Plan and 5-Year Capital Fund for 2024-2028

Shogren opened the public hearing at 5:51 pm.

No one approached to speak.

Shogren closed the public hearing at 5:52 pm.

Godfrey motioned, seconded by Iverson, to approve Resolution EDA R23-006 Adopting PHA Plan and 5-Year Capital Fund for 2024-2028. All voted aye, no nays, motion passed unanimously.

B Approval on Amended 2020 and 2021 PHA and 5 Year Plan

Barrett said the plan for the excess 2020 and 2021 funds is to repair the dead-bolt holes in the door frames which were cited on the last inspection.

Public hearing on the amended 2020 and 2021 PHA Plan and 5 Year Plan

Shogren opened the public hearing at 5:54 pm

No one approached to speak.

Shogren closed the public hearing at 5:55 pm.

Godfrey motioned, seconded by Ziebarth, to approve the amended 2020 and 2021 PHA Plan and 5 Year Plan. All voted aye, no nays, motion passed unanimously.

C Admissions & Continued Policy Updates & No Smoking Policy

Public hearing on the 2023 Admission & Continued Occupancy Policy Updates and No Smoking Policy

Shogren opened the public hearing at 5:55 pm.

No one approached to speak.

Shogren closed the public hearing at 5:56 pm.

Berg motioned, seconded by Godfrey, to approve changes to 2023 Admission & Continued Occupancy Policy and No Smoking Policy. All voted aye, no nays, motion passed unanimously.

D Pregnancy Resource Center Lease Renewal

Smith presented the 1-year lease renewal from Pregnancy Resource Center. There is a 3% increase from their previous lease, which was agreed upon by both parties.

Ziebarth motioned, seconded by Iverson, to approve the Pregnancy Resource Center lease renewal for 1 year at the listed rates. All voted aye, no nays, motion passed unanimously.

E Approval of Remodel Contracts

Smith said on November 20, 2023, EDA approved the amended lease for Mondo's Pet Depot to include the cost of remodels. The work is primarily completed, but EDA needs to approve the quotes in order to release checks to the contractors. All expenses for the remodel are being paid by the tenant through amortization through the lease.

Ziebarth motioned, seconded by Godfrey, to approve the contractor quotes for work on the Suite 142 and 156 remodel for Mondo's Pet Depot. All voted aye, no nays, motion passed unanimously.

Adjournment

Berg moved, seconded by Godfrey, to adjourn the meeting at 5:59 p.m. Motion carried unanimously.



Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2023

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	121,688.04	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	328,245.81	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,317,760.79	
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><u>831,435.55</u></u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	2,759.30	
901-21650	ACCRUED VACATION & SICK PAY	1,614.38	
901-22600	TENANT SECURITY DEPOSITS	39,478.92	
	TOTAL LIABILITIES		43,852.60

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>79,231.64</u>	
	BALANCE - CURRENT DATE	<u>79,231.64</u>	
	TOTAL FUND EQUITY		<u><u>787,582.95</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>831,435.55</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 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	94,167.00	(9,167.00)	110.78	96,574.00
TOTAL INTERGOVERNMENTAL REVE	85,000.00	85,000.00	94,167.00	(9,167.00)	110.78	96,574.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	625.77	(325.77)	208.59	648.47
TOTAL INTEREST & MISC INCOME	300.00	300.00	625.77	(325.77)	208.59	648.47
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	175,000.00	175,000.00	168,905.53	6,094.47	96.52	187,460.38
901-37221 LAUNDRY INCOME BRIDGE PARK	3,000.00	3,000.00	2,721.99	278.01	90.73	4,589.79
TOTAL RENTAL INCOME	178,000.00	178,000.00	171,627.52	6,372.48	96.42	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	266,420.29			377,346.94

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

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	41,833.00	41,833.00	32,506.02	(9,326.98)	77.70	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	2,437.98	(700.02)	77.69	2,790.62
901-49500-122 FICA/MEDICARE (EMPLOYER)	3,200.00	3,200.00	2,284.85	(915.15)	71.40	2,652.39
901-49500-131 MEDICAL/LIFE/DENTAL	9,544.00	9,544.00	9,327.36	(216.64)	97.73	9,161.88
901-49500-151 WORKERS' COMPENSATION PREMIU	300.00	300.00	246.02	(53.98)	82.01	193.40
901-49500-154 HRA/FLEX FEES	100.00	100.00	58.00	(42.00)	58.00	68.00
TOTAL PERSONAL SERVICES	58,377.00	58,377.00	46,860.23	(11,516.77)	80.27	53,735.10
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	800.00	800.00	209.23	(590.77)	26.15	309.00
TOTAL SUPPLIES	800.00	800.00	209.23	(590.77)	26.15	309.00
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	2,000.00	2,000.00	9,109.00	7,109.00	455.45	2,190.00
901-49500-306 AUDITING	3,000.00	3,000.00	3,000.00	.00	100.00	2,500.00
901-49500-313 IT MGMT & BACKUP	6,500.00	6,500.00	4,566.02	(1,933.98)	70.25	5,330.40
901-49500-321 TELEPHONE EXPENSE	7,500.00	7,500.00	5,569.17	(1,930.83)	74.26	7,200.80
901-49500-322 POSTAGE	100.00	100.00	252.00	152.00	252.00	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	9.45	(90.55)	9.45	30.45
TOTAL OTHER SERVICES AND CHA	19,300.00	19,300.00	22,505.64	3,205.64	116.61	17,309.65
<i>MISCELLANEOUS</i>						
901-49500-413 RENTALS - OFFICE EQUIPMENT	200.00	200.00	225.78	25.78	112.89	182.09
901-49500-433 DUES AND SUBSCRIPTIONS	3,500.00	3,500.00	3,459.00	(41.00)	98.83	3,479.00
901-49500-440 STAFF TRAINING	400.00	400.00	.00	(400.00)	.00	.00
TOTAL MISCELLANEOUS	4,100.00	4,100.00	3,684.78	(415.22)	89.87	3,661.09
TOTAL LOW RENT ADMINISTRATION	82,577.00	82,577.00	73,259.88	(9,317.12)	88.72	75,014.84

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 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	117.47	(122.53)	48.95	8,295.91
	<i>TOTAL SUPPLIES</i>	240.00	240.00	117.47	(122.53)	48.95	8,295.91
	TOTAL LOW RENT TENANT SERVICE	240.00	240.00	117.47	(122.53)	48.95	8,295.91

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LOW RENT MAINTENANCE						
<i>PERSONAL SERVICES</i>						
901-49700-103 MAINT PT EMPLOYEES - REGULAR	24,586.00	24,586.00	19,034.75	(5,551.25)	77.42	20,029.74
901-49700-121 PERA (EMPLOYER)	1,844.00	1,844.00	1,304.41	(539.59)	70.74	1,472.60
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,881.00	1,881.00	1,350.91	(530.09)	71.82	1,392.86
901-49700-131 MEDICAL/DENTAL/LIFE	4,772.00	4,772.00	4,368.00	(404.00)	91.53	4,581.00
901-49700-151 WORKERS' COMPENSATION PREMIU	2,000.00	2,000.00	1,316.75	(683.25)	65.84	963.38
TOTAL PERSONAL SERVICES	35,083.00	35,083.00	27,374.82	(7,708.18)	78.03	28,439.58
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,000.00	4,000.00	4,548.54	548.54	113.71	3,920.91
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	.00
TOTAL SUPPLIES	4,200.00	4,200.00	4,548.54	348.54	108.30	3,920.91
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	35,000.00	35,000.00	33,369.77	(1,630.23)	95.34	42,793.57
901-49700-360 INSURANCE AND BONDS	14,000.00	14,000.00	6,813.00	(7,187.00)	48.66	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	27,867.52	(10,132.48)	73.34	35,235.69
901-49700-382 WATER/WASTEWATER UTILITIES	9,000.00	9,000.00	5,683.58	(3,316.42)	63.15	6,618.15
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	1,446.15	(1,553.85)	48.21	2,364.71
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	3,413.72	(786.28)	81.28	4,024.56
TOTAL OTHER SERVICES AND CHA	118,200.00	118,200.00	78,593.74	(39,606.26)	66.49	116,546.68
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	48,000.00	48,000.00	.00	(48,000.00)	.00	42,716.18
TOTAL MISCELLANEOUS	48,000.00	48,000.00	.00	(48,000.00)	.00	42,716.18
<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	3,294.20	(1,705.80)	65.88	.00
TOTAL IMPROVEMENTS/BETTERM	10,000.00	10,000.00	3,294.20	(6,705.80)	32.94	2,248.82
TOTAL LOW RENT MAINTENANCE	215,483.00	215,483.00	113,811.30	(101,671.70)	52.82	193,872.17

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 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	187,188.65			277,182.92
NET REVENUES OVER EXPENDITURE	.00	.00	79,231.64			100,164.02

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 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
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

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	.00	.00	.00	75,733.00
	TOTAL INTEREST & MISC INCOME	.00	.00	.00	.00	.00	75,733.00
	TOTAL FUND REVENUE	.00	.00	.00			75,733.00
	NET REVENUES OVER EXPENDITURE	.00	.00	.00			75,733.00

CITY OF CAMBRIDGE
BALANCE SHEET
OCTOBER 31, 2023

CAPITAL FUND PROGRAM-HUD

<u>ASSETS</u>			
904-10200	EDA OPERATING ACCOUNT-CAPITAL	18,700.00	
	TOTAL ASSETS		18,700.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	18,700.00	
	BALANCE - CURRENT DATE	18,700.00	
	TOTAL FUND EQUITY		18,700.00
	TOTAL LIABILITIES AND EQUITY		18,700.00

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 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	18,700.00	16,300.00	53.43	88,074.30
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	18,700.00	16,300.00	53.43	88,074.30
TOTAL FUND REVENUE	35,000.00	35,000.00	18,700.00			88,074.30

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 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 10 MONTHS ENDING OCTOBER 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	18,700.00			.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 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	179,401.26	598.74	99.67	187,492.73
TOTAL MALL OPERATING REVENUES	180,000.00	180,000.00	179,401.26	598.74	99.67	187,492.73
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	50,000.00	50,000.00	50,000.00	.00	100.00	350,000.00
TOTAL TRANSFERS FROM OTHER FU	50,000.00	50,000.00	50,000.00	.00	100.00	350,000.00
TOTAL FUND REVENUE	230,000.00	230,000.00	229,401.26			528,832.34

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

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	68,521.00	68,521.00	55,312.67	(13,208.33)	80.72	51,998.63
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	1,505.00	(995.00)	60.20	1,435.00
205-41930-121 PERA (EMPLOYER)	5,150.00	5,150.00	4,148.50	(1,001.50)	80.55	3,886.10
205-41930-122 FICA/MEDICARE (EMPLOYER)	5,253.00	5,253.00	4,254.10	(998.90)	80.98	3,984.79
205-41930-131 MEDICAL/DENTAL/LIFE	13,826.00	13,826.00	12,835.98	(990.02)	92.84	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	484.09	(80.91)	85.68	282.20
205-41930-154 HRA/FLEX FEES	80.00	80.00	46.40	(33.60)	58.00	33.84
TOTAL PERSONAL SERVICES	97,238.00	97,238.00	78,586.74	(18,651.26)	80.82	71,927.96
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	70.99	(229.01)	23.66	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
TOTAL SUPPLIES	3,950.00	3,950.00	70.99	(3,879.01)	1.80	594.96
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	844.00	(4,156.00)	16.88	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	4,566.02	(1,033.98)	81.54	5,330.40
205-41930-321 TELEPHONE/CELLULAR	540.00	540.00	315.00	(225.00)	58.33	608.89
205-41930-331 TRAVEL/MEALS/LODGING	1,200.00	1,200.00	451.30	(748.70)	37.61	940.64
205-41930-334 MILEAGE REIMBURSEMENT	1,500.00	1,500.00	165.91	(1,334.09)	11.06	459.14
205-41930-351 LEGAL NOTICES/ORD PUB	350.00	350.00	125.37	(224.63)	35.82	.00
205-41930-360 INSURANCE AND BONDS	2,500.00	2,500.00	1,735.62	(764.38)	69.42	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
TOTAL OTHER SERVICES & CHARG	17,965.00	55,965.00	8,203.22	(47,761.78)	14.66	12,972.55

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 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	7,800.00 (7,200.00)	52.00	11,500.00
205-41930-408	PROPERTY ACQ MAINT EXP	.00	.00	2,190.65 2,190.65	.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	2,965.00 (805.00)	78.65	4,163.60
205-41930-440	SCHOOLS & MEETINGS	2,000.00	2,000.00	415.00 (1,585.00)	20.75	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	3,042.00 3,042.00	.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>.00 (47,358.35)</u>	<u>25.74</u>	<u>83,506.09</u>
	TOTAL EDA ADMINISTRATION	<u><u>182,924.00</u></u>	<u><u>220,924.00</u></u>	<u><u>.00 (117,650.40)</u></u>	<u><u>46.75</u></u>	<u><u>169,001.56</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
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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	29,193.00	29,193.00	24,147.19 (5,045.81)	82.72	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	5,799.51 (1,200.49)	82.85	5,040.54
205-47000-121	PERA (EMPLOYER)	2,843.00	2,843.00	1,811.04 (1,031.96)	63.70	2,154.84
205-47000-122	FICA/MEDICARE (EMPLOYER)	2,900.00	2,900.00	2,232.94 (667.06)	77.00	2,511.05
205-47000-131	MEDICAL/DENTAL/LIFE	8,642.00	8,642.00	8,000.89 (641.11)	92.58	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	2,139.18 (949.82)	69.25	1,577.49
205-47000-154	HRA/FLEX FEES	100.00	100.00	29.00 (71.00)	29.00	34.00
	TOTAL PERSONAL SERVICES	56,229.00	56,229.00	44,159.75 (12,069.25)	78.54	48,401.28
<i>SUPPLIES</i>						
205-47000-211	MISC OPERATING SERVICES	200.00	200.00	196.98 (3.02)	98.49	221.74
205-47000-212	GASOLINE/FUEL	125.00	125.00	46.64 (78.36)	37.31	216.22
205-47000-221	REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	4,025.94 (10,974.06)	26.84	8,362.99
205-47000-240	SMALL TOOLS	1,000.00	1,000.00	97.79 (902.21)	9.78	347.12
	TOTAL SUPPLIES	16,325.00	16,325.00	4,367.35 (11,957.65)	26.75	9,148.07
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321	TELEPHONE/CELLULAR PHONES	350.00	350.00	205.69 (144.31)	58.77	247.22
205-47000-360	INSURANCE AND BONDS	6,000.00	6,000.00	4,966.00 (1,034.00)	82.77	5,280.00
205-47000-381	ELECTRIC UTILITIES	20,500.00	20,500.00	15,683.22 (4,816.78)	76.50	18,352.29
205-47000-382	WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	4,722.00 (778.00)	85.85	5,265.88
205-47000-383	GAS UTILITIES	4,200.00	4,200.00	5,218.77 1,018.77	124.26	4,818.60
205-47000-384	REFUSE HAULING	6,000.00	6,000.00	3,679.76 (2,320.24)	61.33	5,686.74
	TOTAL OTHER SERVICES & CHARG	42,550.00	42,550.00	34,475.44 (8,074.56)	81.02	39,650.73
<i>MISCELLANEOUS</i>						
205-47000-401	REP & MAINT-BLDG/STRUCTURES	20,000.00	20,000.00	23,636.30 3,636.30	118.18	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	376,172.47 (103,827.53)	78.37	.00
205-47000-496	MALL CAPITAL EQUIPMENT	.00	.00	63,410.78 63,410.78	.00	13,797.53
205-47000-499	MALL ROOF PROJECT	.00	.00	.00 .00	.00	306.39
	TOTAL MISCELLANEOUS	507,500.00	507,500.00	465,788.52 (41,711.48)	91.78	56,938.89
	TOTAL MALL OPERATING EXPENSES	622,604.00	622,604.00	548,791.06 (73,812.94)	88.14	154,138.97

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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	652,064.66			323,140.53
NET REVENUES OVER EXPENDITURE	(575,528.00)	(613,528.00)	(422,663.40)			205,691.81