

Cambridge Economic Development Authority (EDA)

Regular Meeting Minutes – July 15, 2024

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, Jim Godfrey and Aaron Berg.

Members Absent: EDA member Lisa Iverson.

Staff present: City Administrator Vogel, Deputy City Administrator Smith, Finance Director Moe, City Engineer Anderson, Westover, and Assistant to the City Administrator Seiberlich.

Call to Order

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

Approval of Agenda

Berg moved, seconded by Godfrey, to approve the agenda. All voted aye, motion carried.

Consent Agenda

Ziebarth moved, seconded by Godfrey, to approve consent agenda items A – D:

- A. Approval of June 17, 2024 regular meeting minutes
- B. Approve EDA Draft May 2024 Financial Statements
- C. Approve EDA Admin Division Bills Checks #129432- #129594 Totaling \$45,639.11
- D. Housing Supervisor's Report

Upon roll call, Godfrey, Shogren, Ziebarth, and Berg voted aye, no nays. Motion carried.

Work Session

There were no items under the work session.

Unfinished Business

There were no items under unfinished business.

New Business

There were no items under new business.

Adjournment

Godfrey moved, seconded by Ziebarth, to adjourn the meeting at 5:48 p.m. All voted aye, motion carried.

ATTEST:



Caroline Moe, Executive Director



Bob Shogren, President

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2024

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(2,610.55)	
901-10102	INVESTMENTS--PBC	121,903.24	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	380,212.34	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,352,905.34	
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	(1,843,700.42)	
	TOTAL ASSETS		870,895.21

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	35,829.55	
901-21650	ACCRUED VACATION & SICK PAY	2,891.56	
901-22600	TENANT SECURITY DEPOSITS	37,416.08	
	TOTAL LIABILITIES		76,137.19

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	453,968.09	
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	39,234.16	
	BALANCE - CURRENT DATE	39,234.16	
	TOTAL FUND EQUITY		794,758.02
	TOTAL LIABILITIES AND EQUITY		870,895.21

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	90,000.00	90,000.00	38,513.00	51,487.00	42.79	111,842.00
TOTAL INTERGOVERNMENTAL REVE	90,000.00	90,000.00	38,513.00	51,487.00	42.79	111,842.00
<u>INTEREST & MISC INCOME</u>						
901-36210 INTEREST EARNINGS	300.00	300.00	348.41	(48.41)	116.14	760.98
TOTAL INTEREST & MISC INCOME	300.00	300.00	348.41	(48.41)	116.14	760.98
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	180,000.00	180,000.00	97,516.48	82,483.52	54.18	205,890.74
901-37221 LAUNDRY INCOME BRIDGE PARK	3,000.00	3,000.00	1,438.72	1,561.28	47.96	3,418.67
TOTAL RENTAL INCOME	183,000.00	183,000.00	98,955.20	84,044.80	54.07	209,309.41
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	18,700.00
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	18,700.00
TOTAL FUND REVENUE	<u>308,300.00</u>	<u>308,300.00</u>	<u>137,816.61</u>			<u>340,612.39</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	44,392.00	44,392.00	17,495.80	(26,896.20)	39.41	41,617.18
901-49500-121 PERA (EMPLOYER)	3,330.00	3,330.00	1,312.19	(2,017.81)	39.41	3,023.72
901-49500-122 FICA/MEDICARE (EMPLOYER)	3,396.00	3,396.00	1,222.42	(2,173.58)	36.00	2,919.38
901-49500-131 MEDICAL/LIFE/DENTAL	10,013.00	10,013.00	5,376.50	(4,636.50)	53.70	9,527.61
901-49500-151 WORKERS' COMPENSATION PREMIU	433.00	433.00	104.86	(328.14)	24.22	334.69
901-49500-154 HRA/FLEX FEES	100.00	100.00	34.15	(65.85)	34.15	67.40
<i>TOTAL PERSONAL SERVICES</i>	<u>61,664.00</u>	<u>61,664.00</u>	<u>25,545.92</u>	<u>(36,118.08)</u>	<u>41.43</u>	<u>57,489.98</u>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	658.00	658.00	153.98	(504.02)	23.40	209.23
<i>TOTAL SUPPLIES</i>	<u>658.00</u>	<u>658.00</u>	<u>153.98</u>	<u>(504.02)</u>	<u>23.40</u>	<u>209.23</u>
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	10,000.00	10,000.00	.00	(10,000.00)	.00	11,197.00
901-49500-306 AUDITING	3,000.00	3,000.00	.00	(3,000.00)	.00	3,000.00
901-49500-313 IT MGMT & BACKUP	6,500.00	6,500.00	2,291.25	(4,208.75)	35.25	5,482.52
901-49500-321 TELEPHONE EXPENSE	7,500.00	7,500.00	2,501.01	(4,998.99)	33.35	7,373.83
901-49500-322 POSTAGE	300.00	300.00	.00	(300.00)	.00	269.12
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	.00
901-49500-340 ADVERTISING	50.00	50.00	.00	(50.00)	.00	61.96
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>27,450.00</u>	<u>27,450.00</u>	<u>4,792.26</u>	<u>(22,657.74)</u>	<u>17.46</u>	<u>27,384.43</u>
<i>MISCELLANEOUS</i>						
901-49500-413 RENTALS - OFFICE EQUIPMENT	275.00	275.00	154.12	(120.88)	56.04	282.34
901-49500-433 DUES AND SUBSCRIPTIONS	3,800.00	3,800.00	3,464.00	(336.00)	91.16	3,699.00
901-49500-440 STAFF TRAINING	400.00	400.00	.00	(400.00)	.00	225.00
<i>TOTAL MISCELLANEOUS</i>	<u>4,475.00</u>	<u>4,475.00</u>	<u>3,618.12</u>	<u>(856.88)</u>	<u>80.85</u>	<u>4,206.34</u>
TOTAL LOW RENT ADMINISTRATION	<u><u>94,247.00</u></u>	<u><u>94,247.00</u></u>	<u><u>34,110.28</u></u>	<u><u>(60,136.72)</u></u>	<u><u>36.19</u></u>	<u><u>89,289.98</u></u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2024

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	46.91	(193.09)	19.55	225.33
	<i>TOTAL SUPPLIES</i>	240.00	240.00	46.91	(193.09)	19.55	225.33
	TOTAL LOW RENT TENANT SERVICE	240.00	240.00	46.91	(193.09)	19.55	225.33

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	26,084.00	26,084.00	9,465.95	(16,618.05)	36.29	23,660.84
901-49700-121 PERA (EMPLOYER)	1,957.00	1,957.00	709.95	(1,247.05)	36.28	1,616.59
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,996.00	1,996.00	662.49	(1,333.51)	33.19	1,672.15
901-49700-131 MEDICAL/DENTAL/LIFE	5,006.00	5,006.00	2,483.00	(2,523.00)	49.60	4,768.50
901-49700-151 WORKERS' COMPENSATION PREMIU	2,520.00	2,520.00	530.02	(1,989.98)	21.03	1,765.26
<i>TOTAL PERSONAL SERVICES</i>	<u>37,563.00</u>	<u>37,563.00</u>	<u>13,851.41</u>	<u>(23,711.59)</u>	<u>36.88</u>	<u>33,483.34</u>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	5,000.00	5,000.00	5,035.62	35.62	100.71	5,033.89
901-49700-212 FUEL PURCHASE	50.00	50.00	.00	(50.00)	.00	.00
<i>TOTAL SUPPLIES</i>	<u>5,050.00</u>	<u>5,050.00</u>	<u>5,035.62</u>	<u>(14.38)</u>	<u>99.72</u>	<u>5,033.89</u>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	41,000.00	41,000.00	26,868.07	(14,131.93)	65.53	44,718.19
901-49700-360 INSURANCE AND BONDS	10,000.00	10,000.00	.00	(10,000.00)	.00	6,813.00
901-49700-370 PAYMENT IN LIEU OF TAXES	15,000.00	15,000.00	.00	(15,000.00)	.00	16,498.00
901-49700-381 ELECTRIC UTILITIES	38,000.00	38,000.00	14,222.53	(23,777.47)	37.43	35,794.69
901-49700-382 WATER/WASTEWATER UTILITIES	7,000.00	7,000.00	2,323.01	(4,676.99)	33.19	6,727.28
901-49700-383 GAS UTILITIES	3,000.00	3,000.00	792.36	(2,207.64)	26.41	1,806.96
901-49700-384 REFUSE HAULING	4,200.00	4,200.00	1,332.26	(2,867.74)	31.72	4,498.91
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>118,200.00</u>	<u>118,200.00</u>	<u>45,538.23</u>	<u>(72,661.77)</u>	<u>38.53</u>	<u>116,857.03</u>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	43,000.00	43,000.00	.00	(43,000.00)	.00	45,256.07
<i>TOTAL MISCELLANEOUS</i>	<u>43,000.00</u>	<u>43,000.00</u>	<u>.00</u>	<u>(43,000.00)</u>	<u>.00</u>	<u>45,256.07</u>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	5,000.00	5,000.00	.00	(5,000.00)	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	5,000.00	5,000.00	.00	(5,000.00)	.00	3,294.20
<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>3,294.20</u>
TOTAL LOW RENT MAINTENANCE	<u><u>213,813.00</u></u>	<u><u>213,813.00</u></u>	<u><u>64,425.26</u></u>	<u><u>(149,387.74)</u></u>	<u><u>30.13</u></u>	<u><u>203,924.53</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	308,300.00	308,300.00	98,582.45			293,439.84
NET REVENUES OVER EXPENDITURE	.00	.00	39,234.16			47,172.55

CITY OF CAMBRIDGE
BALANCE SHEET
MAY 31, 2024

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
MAY 31, 2024

CAPITAL FUND PROGRAM-HUD

ASSETS

904-10200 EDA OPERATING ACCOUNT-CAPITAL

2,877.70

TOTAL ASSETS

2,877.70

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:
REVENUE OVER EXPENDITURES - YTD

2,877.70

BALANCE - CURRENT DATE

2,877.70

TOTAL FUND EQUITY

2,877.70

TOTAL LIABILITIES AND EQUITY

2,877.70

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	2,877.70	32,122.30	8.22	18,700.00
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	2,877.70	32,122.30	8.22	18,700.00
TOTAL FUND REVENUE	35,000.00	35,000.00	2,877.70			18,700.00

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2024

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	18,700.00
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	(35,000.00)	.00	18,700.00
	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>18,700.00</u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2024

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			18,700.00
NET REVENUES OVER EXPENDITURE	.00	.00	2,877.70			.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST</u>						
205-38210 INTEREST EARNINGS	.00	.00	.00	.00	.00	17,368.71
TOTAL INTEREST	.00	.00	.00	.00	.00	17,368.71
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	180,000.00	180,000.00	101,366.45	78,633.55	56.31	195,844.79
TOTAL MALL OPERATING REVENUES	180,000.00	180,000.00	101,366.45	78,633.55	56.31	195,844.79
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	150,000.00	150,000.00	.00	150,000.00	.00	50,000.00
TOTAL TRANSFERS FROM OTHER FU	150,000.00	150,000.00	.00	150,000.00	.00	50,000.00
TOTAL FUND REVENUE	<u>330,000.00</u>	<u>330,000.00</u>	<u>101,366.45</u>			<u>263,213.50</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	82,933.00	82,933.00	35,224.98	(47,708.02)	42.47	69,411.24
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	875.00	(1,625.00)	35.00	1,845.00
205-41930-121 PERA (EMPLOYER)	6,248.00	6,248.00	2,641.88	(3,606.12)	42.28	5,185.36
205-41930-122 FICA/MEDICARE (EMPLOYER)	6,373.00	6,373.00	2,710.84	(3,662.16)	42.54	5,311.26
205-41930-131 MEDICAL/DENTAL/LIFE	14,500.00	14,500.00	7,315.85	(7,184.15)	50.45	13,810.56
205-41930-132 LONGEVITY PAY	380.00	380.00	.00	(380.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	1,200.00	.00	100.00	1,200.00
205-41930-151 WORKERS' COMPENSATION PREMIU	810.00	810.00	259.55	(550.45)	32.04	571.12
205-41930-154 HRA/FLEX FEES	80.00	80.00	27.35	(52.65)	34.19	53.92
TOTAL PERSONAL SERVICES	115,024.00	115,024.00	50,255.45	(64,768.55)	43.69	97,388.46
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	300.00	300.00	.00	(300.00)	.00	122.29
205-41930-209 SOFTWARE UPDATES	.00	.00	.00	.00	.00	102.94
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	300.00	300.00	.00	(300.00)	.00	.00
TOTAL SUPPLIES	600.00	600.00	.00	(600.00)	.00	225.23
<i>OTHER SERVICES & CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00	(5,000.00)	.00	844.00
205-41930-307 MARKET OR BRE STUDY	.00	19,000.00	8,257.78	(10,742.22)	43.46	.00
205-41930-313 IT MGMT & BACKUP	5,600.00	5,600.00	2,291.25	(3,308.75)	40.92	5,482.52
205-41930-321 TELEPHONE/CELLULAR	540.00	540.00	225.00	(315.00)	41.67	405.00
205-41930-331 TRAVEL/MEALS/LODGING	1,200.00	1,200.00	334.94	(865.06)	27.91	466.30
205-41930-334 MILEAGE REIMBURSEMENT	800.00	800.00	192.96	(607.04)	24.12	275.95
205-41930-351 LEGAL NOTICES/ORD PUB	300.00	300.00	.00	(300.00)	.00	125.37
205-41930-360 INSURANCE AND BONDS	.00	.00	.00	.00	.00	1,735.62
TOTAL OTHER SERVICES & CHARG	13,440.00	32,440.00	11,301.93	(21,138.07)	34.84	9,334.76
<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	.00	.00	.00	.00	.00	8,800.00
205-41930-408 PROPERTY ACQ MAINT EXP	.00	.00	.00	.00	.00	2,190.65
205-41930-430 MISCELLANEOUS	100.00	100.00	.00	(100.00)	.00	.00
205-41930-433 DUES AND SUBSCRIPTIONS	4,000.00	4,000.00	1,825.00	(2,175.00)	45.63	2,965.00
205-41930-440 SCHOOLS & MEETINGS	2,000.00	2,000.00	975.00	(1,025.00)	48.75	795.00
205-41930-484 NLX ACTIVITIES	7,800.00	7,800.00	9,324.00	1,524.00	119.54	.00
205-41930-485 PROPERTY TAXES	.00	.00	.00	.00	.00	3,042.00
205-41930-489 IND PARK MARKETING	5,000.00	5,000.00	.00	(5,000.00)	.00	.00
TOTAL MISCELLANEOUS	19,000.00	19,000.00	12,124.00	(6,876.00)	63.81	17,792.65
TOTAL EDA ADMINISTRATION	148,064.00	167,064.00	73,681.38	(93,382.62)	44.10	124,741.10

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

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	30,981.00	30,981.00	13,445.99	(17,535.01)	43.40	30,064.05
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	.00	(7,000.00)	.00	5,769.37
205-47000-121 PERA (EMPLOYER)	2,500.00	2,500.00	1,008.45	(1,491.55)	40.34	2,247.87
205-47000-122 FICA/MEDICARE (EMPLOYER)	3,045.00	3,045.00	996.82	(2,048.18)	32.74	2,663.13
205-47000-131 MEDICAL/DENTAL/LIFE	9,064.00	9,064.00	4,561.60	(4,502.40)	50.33	8,605.68
205-47000-132 LONGEVITY PAY	833.00	833.00	.00	(833.00)	.00	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	750.00	750.00	.00	(750.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	3,845.00	3,845.00	786.35	(3,058.65)	20.45	2,403.99
205-47000-154 HRA/FLEX FEES	100.00	100.00	17.10	(82.90)	17.10	33.70
TOTAL PERSONAL SERVICES	59,118.00	59,118.00	20,816.31	(38,301.69)	35.21	51,787.79
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	117.44	(82.56)	58.72	240.77
205-47000-212 GASOLINE/FUEL	125.00	125.00	34.68	(90.32)	27.74	102.41
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	1,690.77	(13,309.23)	11.27	5,089.56
205-47000-240 SMALL TOOLS	1,000.00	1,000.00	15.70	(984.30)	1.57	97.79
TOTAL SUPPLIES	16,325.00	16,325.00	1,858.59	(14,466.41)	11.38	5,530.53
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	103.08	(246.92)	29.45	246.93
205-47000-360 INSURANCE AND BONDS	6,000.00	6,000.00	.00	(6,000.00)	.00	4,966.00
205-47000-381 ELECTRIC UTILITIES	20,500.00	20,500.00	6,235.21	(14,264.79)	30.42	20,264.18
205-47000-382 WATER/WASTEWATER UTILITIES	5,500.00	5,500.00	2,453.67	(3,046.33)	44.61	5,667.75
205-47000-383 GAS UTILITIES	4,200.00	4,200.00	4,051.82	(148.18)	96.47	6,257.20
205-47000-384 REFUSE HAULING	6,000.00	6,000.00	1,059.02	(4,940.98)	17.65	4,527.26
TOTAL OTHER SERVICES & CHARG	42,550.00	42,550.00	13,902.80	(28,647.20)	32.67	41,929.32
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	25,000.00	25,000.00	3,337.27	(21,662.73)	13.35	19,621.90
205-47000-413 BNSF PARKING LOT LEASE	2,500.00	2,500.00	2,646.04	146.04	105.84	2,568.97
205-47000-489 OTHER CONTRACTED SERVICES	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
205-47000-494 PARKING LOT/EXTERIOR PROJECT	.00	.00	.00	.00	.00	458,597.21
205-47000-498 TENANT BUILD OUT	.00	.00	20,147.25	20,147.25	.00	15,940.00
TOTAL MISCELLANEOUS	28,500.00	28,500.00	26,130.56	(2,369.44)	91.69	496,728.08
TOTAL MALL OPERATING EXPENSES	146,493.00	146,493.00	62,708.26	(83,784.74)	42.81	595,975.72

CITY OF CAMBRIDGE
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	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	294,557.00	313,557.00	136,389.64			720,716.82
NET REVENUES OVER EXPENDITURE	35,443.00	16,443.00	(35,023.19)			(457,503.32)