

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes  
March 18, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, March 18, 2019 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: EDA members Lisa Iverson, Marlys Palmer, Bob Shogren, Jim Godfrey and Kersten Conley.

Staff present: Housing Supervisor Barrett, Administrator Woulfe.

**Call to Order**

Shogren called the meeting to order at 5:30 pm.

**Approval of Agenda**

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

**Consent Agenda**

Iverson moved, seconded by Palmer, to approve consent agenda items A – F:

- A. Approve EDA Regular Meeting Minutes for February 19, 2019
- B. Approve Lease renewal with Isanti County Commission on Aging for the Senior Enrichment Center
- C. Approve Resolution R19-001 Amending 2018 EDA Admin Budget
- D. Approve EDA Draft January 2019 Financial Statements
- E. Housing Division February 2019 Bills ACH only, Totaling \$67,626.92
- F. Approve EDA Admin Division Bills Checks #112779 - #112984 Totaling \$18,355.00

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

**Work Session**

There were no items for discussion.

**New Business**

*Housing Supervisor Report*

Barrett reported having submitted MTCS (vacancy report). Barrett stated Bridge Park has five vacancies currently with another two residents vacating at the end of March.

Barrett stated on-line safety training was completed and a resident meeting was held on February 28, 2019, in addition yearly fire alarm inspections were completed March 7, 2019. Barrett explained unit inspections were done March 12-13, 2019.

*Resident Meeting*

Barrett reported all re-certs have been completed with the exception of one resident and residents are to sign paperwork before March 31, 2019. Barrett stated she reminded residents to turn off lights when leaving the community and laundry rooms, as well to clean up the laundry room when they are done. Barrett stated she informed residents of the asbestos renovations starting in April and handed out 30-day notices explaining how the process will flow.

*Asbestos Abatement and Unit Rehab Contract Approval and Amendments*

Woulfe followed up the report from the February 19 EDA meeting stating that the cost of performance bonds for the contracts was a bid option, not part of the base bid and it is recommended with this type of project to have performance bonding. Woulfe explained in addition to the contracts already approved for the asbestos abatement project the following contracts need authorization from Council:

Name of Contractor	Bid Package	Bid Amount
Tight Miter	Carpentry	\$27,650.00 plus estimated bonding not to exceed \$1383
City Moving & Storage—performance bond is not applicable for this contract per our project manager.	Moving & Storage Pod	\$62,400.00

Woulfe stated the change order to add performance bonding is as follows:

Name of Contractor	Bid Package	Originally Approved Bid Amount	Change Order to Add Performance Bond Cost	Revised Contract Amount
VCI Environmental Inc	Asbestos Abatement & Demo	\$195,900.00	\$4,897.50	\$200,797.50
Liberty Plumbing	Plumbing	\$25,750.00	\$265.00	\$26,015.00
Bassing Electric	Electric	\$12,125.00	\$363.75	\$12,488.75
Pinnacle	Drywall	\$48,100.00	\$865.00	\$48,965.00
Steinbrecher Painting Company	Painting	\$90,000.00 includes bid alternative to paint ceilings	\$1,350.00	\$91,350.00
Acoustics Associates	Flooring	\$155,755.00	\$1,500.00	\$157,255.00

Woulfe reported work is expected to commence at Bridge Park on April 8 for completion by June 18, 2019 and the complete project costs for the Asbestos Abatement/Unit Rehab are as follows:

Expected Project Costs	Expected Cost
Asbestos Abatement & Demo	\$200,797.50
Plumbing	\$26,015.00
Electric	\$12,488.75
Drywall	\$48,965.00

Flooring Replacement	\$157,255.00
Painting	\$91,350.00
Carpentry	\$29,033.00
Moving Company—for moving resident items & Temporary Storage	\$62,400.00
Resident Temporary Relocation Costs—hotel & meals & incidentals— amount has increased due to comments on schedule from contractors.	\$140,000.00
Project Contingency	\$13,195.75
Project Management Costs	\$33,500.00
<b>Expected Project Cost</b>	<b>\$815,000.00</b>
<b>Funding Sources:</b>	
HUD Capital Funds	\$61,071.00
Cash On Hand (still leaves \$80,000 of cash for emergencies and cash management)	\$753,929.00
<b>Total Funding Sources</b>	<b>\$815,000.00</b>
Based on the fact that we have 45 units plus common areas (approximately 3 units) that will be rehabilitated, this equates to approximately \$16,980 per unit. We believe this cost is reasonable to rehab units given the building is almost 50 years old.	

Conley moved, seconded by Godfrey, to approve the contract with Tight Miter for Carpentry in the amount of \$27,650.00 plus the estimated bonding not to exceed \$1,383, approve the contract with City Moving and Storage for moving and storage pods in the amount of \$62,400.00 and add the performance bond cost to the already approved contractors; VCI Environmental Inc., Liberty Plumbing, Bassing Electric, Pinnacle, Steinbrecher Painting Company and Acoustics Associates for an expected project amount not to exceed 815,000.00. Motion carried unanimously.

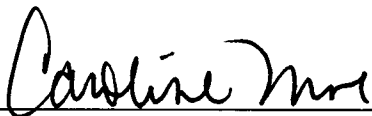
#### Adjournment

Conley moved, seconded by Godfrey, to adjourn the meeting at 5:42 p.m. Motion carried unanimously.



Bob Shogren, President

ATTEST:



Caroline Moe, Executive Director

CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2019

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	323,905.40	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	510,314.74	
901-15500	PREPAID EXPENSES	2,110.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	474,877.78	
901-16250	BUILDING IMPROVEMENTS	1,243,440.52	
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	54,631.03	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,739,191.70)	
	TOTAL ASSETS		<u>1,218,540.34</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	1,180.83	
901-22800	TENANT SECURITY DEPOSITS	26,127.00	
	TOTAL LIABILITIES		27,307.83

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	870,669.36	
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>19,007.38</u>	
	BALANCE - CURRENT DATE	<u>19,007.38</u>	
	TOTAL FUND EQUITY		<u>1,191,232.51</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,218,540.34</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	75,000.00	75,000.00	10,768.00	64,232.00	14.36	71,599.00
TOTAL INTERGOVERNMENTAL REVE	75,000.00	75,000.00	10,768.00	64,232.00	14.36	71,599.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	.00	100.00	.00	45.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	207.42	1,292.58	13.83	2,432.28
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	207.42	1,392.58	12.96	2,477.28
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	147,600.00	147,600.00	13,385.00	134,215.00	9.07	170,059.47
901-37221 LAUNDRY INCOME BRIDGE PARK	4,000.00	4,000.00	321.26	3,678.74	8.03	4,100.91
TOTAL RENTAL INCOME	151,600.00	151,600.00	13,706.26	137,893.74	9.04	174,160.38
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	48,400.00	48,400.00	.00	48,400.00	.00	31,915.00
TOTAL OTHER FINANCING SOURCES	48,400.00	48,400.00	.00	48,400.00	.00	31,915.00
TOTAL FUND REVENUE	276,600.00	276,600.00	24,681.68			280,151.66

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	35,000.00	35,000.00	3,280.69	( 31,719.31)	9.37	26,721.15
901-49500-121 PERA (EMPLOYER)	2,625.00	2,625.00	246.05	( 2,378.95)	9.37	2,004.09
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,678.00	2,678.00	245.87	( 2,432.13)	9.18	2,044.22
901-49500-151 WORKERS' COMPENSATION PREMIU	500.00	500.00	.00	( 500.00)	.00	158.45
<b>TOTAL PERSONAL SERVICES</b>	<b>40,803.00</b>	<b>40,803.00</b>	<b>3,772.61</b>	<b>( 37,030.39)</b>	<b>9.25</b>	<b>30,927.91</b>
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,000.00	1,000.00	.00	( 1,000.00)	.00	287.15
<b>TOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>.00</b>	<b>( 1,000.00)</b>	<b>.00</b>	<b>287.15</b>
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	.00	( 3,000.00)	.00	1,100.00
901-49500-313 IT MGMT & BACKUP	3,000.00	3,000.00	225.81	( 2,774.19)	7.53	2,709.72
901-49500-321 TELEPHONE EXPENSE	6,800.00	6,800.00	52.99	( 6,747.01)	.78	7,506.45
901-49500-322 POSTAGE	50.00	50.00	.00	( 50.00)	.00	59.70
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	( 100.00)	.00	.00
901-49500-340 ADVERTISING	300.00	300.00	37.50	( 262.50)	12.50	274.15
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>14,250.00</b>	<b>14,250.00</b>	<b>316.30</b>	<b>( 13,933.70)</b>	<b>2.22</b>	<b>11,650.02</b>
<i>MISCELLANEOUS</i>						
901-49500-409 LICENSE & SUPPORT CONTRACT	2,000.00	2,000.00	.00	( 2,000.00)	.00	.00
901-49500-413 RENTALS - OFFICE EQUIPMENT	400.00	400.00	10.13	( 389.87)	2.53	150.56
901-49500-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	.00	( 2,000.00)	.00	5,480.22
901-49500-440 STAFF TRAINING	1,000.00	1,000.00	.00	( 1,000.00)	.00	499.00
<b>TOTAL MISCELLANEOUS</b>	<b>5,400.00</b>	<b>5,400.00</b>	<b>10.13</b>	<b>( 5,389.87)</b>	<b>.19</b>	<b>6,129.78</b>
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>61,453.00</b>	<b>61,453.00</b>	<b>4,099.04</b>	<b>( 57,353.96)</b>	<b>6.67</b>	<b>48,994.86</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	800.00	800.00	( 1,114.21)	( 1,914.21)	( 139.28)	5,727.38
<i>TOTAL SUPPLIES</i>		800.00	800.00	( 1,114.21)	( 1,914.21)	( 139.28)	5,727.38
<b>TOTAL LOW RENT TENANT SERVICE</b>		<b>800.00</b>	<b>800.00</b>	<b>( 1,114.21)</b>	<b>( 1,914.21)</b>	<b>( 139.28)</b>	<b>5,727.38</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	23,737.00	23,737.00	.00	( 23,737.00)	.00	16,970.20
901-49700-121 PERA (EMPLOYER)	1,780.00	1,780.00	.00	( 1,780.00)	.00	1,263.56
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,816.00	1,816.00	.00	( 1,816.00)	.00	1,298.18
901-49700-151 WORKERS' COMPENSATION PREMIU	1,567.00	1,567.00	.00	( 1,567.00)	.00	697.13
901-49700-153 UNEMPLOYMENT	4,000.00	4,000.00	.00	( 4,000.00)	.00	5,954.00
<i>TOTAL PERSONAL SERVICES</i>	<u>32,900.00</u>	<u>32,900.00</u>	<u>.00</u>	<u>( 32,900.00)</u>	<u>.00</u>	<u>26,183.07</u>
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	6,883.00	6,883.00	271.11	( 6,611.89)	3.94	6,064.85
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	( 200.00)	.00	6.85
<i>TOTAL SUPPLIES</i>	<u>7,083.00</u>	<u>7,083.00</u>	<u>271.11</u>	<u>( 6,811.89)</u>	<u>3.83</u>	<u>6,071.70</u>
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	30,000.00	30,000.00	1,639.07	( 28,360.93)	5.46	29,202.44
901-49700-360 INSURANCE AND BONDS	11,364.00	11,364.00	.00	( 11,364.00)	.00	9,551.00
901-49700-370 PAYMENT IN LIEU OF TAXES	14,000.00	14,000.00	.00	( 14,000.00)	.00	.00
901-49700-381 ELECTRIC UTILITIES	36,000.00	36,000.00	.00	( 36,000.00)	.00	34,403.52
901-49700-382 WATER/WASTEWATER UTILITIES	10,500.00	10,500.00	557.07	( 9,942.93)	5.31	8,367.36
901-49700-383 GAS UTILITIES	6,500.00	6,500.00	.00	( 6,500.00)	.00	2,899.01
901-49700-384 REFUSE HAULING	3,000.00	3,000.00	222.22	( 2,777.78)	7.41	3,101.87
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>111,364.00</u>	<u>111,364.00</u>	<u>2,418.36</u>	<u>( 108,945.64)</u>	<u>2.17</u>	<u>87,525.20</u>
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	50,000.00	50,000.00	.00	( 50,000.00)	.00	48,755.10
901-49700-489 OTHER CONTRACTED SERVICES	9,000.00	9,000.00	.00	( 9,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>59,000.00</u>	<u>59,000.00</u>	<u>.00</u>	<u>( 59,000.00)</u>	<u>.00</u>	<u>48,755.10</u>
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	.00	.00	.00	.00	.00	3,985.00
901-49700-502 BETTERMENTS AND ADDITIONS	4,000.00	4,000.00	.00	( 4,000.00)	.00	.00
<i>TOTAL IMPROVEMENTS/BETTERM</i>	<u>4,000.00</u>	<u>4,000.00</u>	<u>.00</u>	<u>( 4,000.00)</u>	<u>.00</u>	<u>3,985.00</u>
<b>TOTAL LOW RENT MAINTENANCE</b>	<u><u>214,347.00</u></u>	<u><u>214,347.00</u></u>	<u><u>2,689.47</u></u>	<u><u>( 211,657.53)</u></u>	<u><u>1.25</u></u>	<u><u>172,520.07</u></u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	276,600.00	276,600.00	5,674.30			227,242.31
NET REVENUES OVER EXPENDITURE	.00	.00	19,007.38			52,909.35

CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2019

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>		
902-10200	EDA OPERATING ACCT-SECTION 8	124,197.41
902-11500	ACCOUNTS RECEIVABLE	109.00
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 4,475.39)
	<b>TOTAL ASSETS</b>	<u><u>124,306.41</u></u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
902-20200	ACCOUNTS PAYABLE	<u>2,789.01</u>
	<b>TOTAL LIABILITIES</b>	2,789.01
<u>FUND EQUITY</u>		
902-27200	UNRESTRICTED NET ASSETS	118,736.75
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>2,780.65</u>
	<b>BALANCE - CURRENT DATE</b>	<u>2,780.65</u>
	<b>TOTAL FUND EQUITY</b>	<u>121,517.40</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<u><u>124,306.41</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
902-33160 A.C. EARNED SECTION 8	48,000.00	48,000.00	4,713.00	43,287.00	9.82	65,194.00
TOTAL INTERGOVERNMENTAL REVE	48,000.00	48,000.00	4,713.00	43,287.00	9.82	65,194.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	.00	.00	.00	.00	.00	1,409.00
902-35100 FRAUD RECOVERY INCOME	.00	.00	.00	.00	.00	84.00
TOTAL RENTAL INCOME	.00	.00	.00	.00	.00	1,493.00
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	8.69	( 8.69)	.00	115.90
TOTAL INTEREST	.00	.00	8.69	( 8.69)	.00	115.90
TOTAL FUND REVENUE	48,000.00	48,000.00	4,721.69			66,802.90

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>							
<i>OTHER SERVICES AND CHARGES</i>							
902-49500-306	AUDIT FEES	3,000.00	3,000.00	.00	( 3,000.00)	.00	1,100.00
902-49500-307	CONTRACTED SECT 8 ADMIN	44,000.00	44,000.00	4,044.04	( 39,955.96)	9.19	42,225.88
<i>TOTAL OTHER SERVICES AND CHA</i>		47,000.00	47,000.00	4,044.04	( 42,955.96)	8.60	43,325.88
<i>MISCELLANEOUS</i>							
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>		1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
<b>TOTAL SECT 8 ADMINISTRATIVE</b>		<b>48,000.00</b>	<b>48,000.00</b>	<b>4,044.04</b>	<b>( 43,955.96)</b>	<b>8.43</b>	<b>43,325.88</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP OCCUPIED UNITS</u>						
<i>HAP EXPENDITURES</i>						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	24,886.00	24,886.00	.00	326,068.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 27,079.00)	( 27,079.00)	.00	( 326,713.00)
902-49775-376 URP PORT REC	.00	.00	90.00	90.00	.00	555.00
902-49775-378 PORT REC URP REIMB	.00	.00	.00	.00	.00	90.00
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	( 2,103.00)	( 2,103.00)	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	( 2,103.00)	( 2,103.00)	.00	.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	48,000.00	48,000.00	1,941.04			43,325.88
NET REVENUES OVER EXPENDITURE	.00	.00	2,780.65			23,477.02

CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2019

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	266,167.94	
903-10200	EDA HOUSING DIV OPERATING CASH	110,215.17	
	TOTAL ASSETS		<u>376,383.11</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	376,238.13	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>144.98</u>	
	BALANCE - CURRENT DATE		<u>144.98</u>
	TOTAL FUND EQUITY		<u>376,383.11</u>
	TOTAL LIABILITIES AND EQUITY		<u>376,383.11</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST &amp; MISC INCOME</u>						
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	144.98	855.02	14.50	1,698.26
TOTAL INTEREST & MISC INCOME	1,000.00	1,000.00	144.98	855.02	14.50	1,698.26
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	16,774.25
TOTAL OTHER REVENUES	15,000.00	15,000.00	.00	15,000.00	.00	16,774.25
 TOTAL FUND REVENUE	 16,000.00	 16,000.00	 144.98			 18,472.51



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER HOUSING BUS ACTIV-ADMIN</u>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	.00	( 2,100.00)	.00	1,855.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	161.00	161.00	.00	( 161.00)	.00	141.86
	<i>TOTAL FUNCTION 1</i>	<u>2,261.00</u>	<u>2,261.00</u>	<u>.00</u>	<u>( 2,261.00)</u>	<u>.00</u>	<u>1,996.86</u>
<i>SUPPLIES</i>							
903-49500-201	OFFICE SUPPLY	839.00	839.00	.00	( 839.00)	.00	.00
	<i>TOTAL SUPPLIES</i>	<u>839.00</u>	<u>839.00</u>	<u>.00</u>	<u>( 839.00)</u>	<u>.00</u>	<u>.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	500.00	500.00	.00	( 500.00)	.00	.00
	<i>TOTAL OTHER SERVICES AND CHA</i>	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>( 500.00)</u>	<u>.00</u>	<u>.00</u>
<i>TRANSFERS</i>							
903-49500-720	TRANSFERSOUT	12,400.00	12,400.00	.00	( 12,400.00)	.00	.00
	<i>TOTAL TRANSFERS</i>	<u>12,400.00</u>	<u>12,400.00</u>	<u>.00</u>	<u>( 12,400.00)</u>	<u>.00</u>	<u>.00</u>
	<b>TOTAL OTHER HOUSING BUS ACTIV</b>	<u><u>16,000.00</u></u>	<u><u>16,000.00</u></u>	<u><u>.00</u></u>	<u><u>( 16,000.00)</u></u>	<u><u>.00</u></u>	<u><u>1,996.86</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 903 - HOUSING-OTHER BUS ACTIVITIES**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	16,000.00	16,000.00	.00			1,996.86
NET REVENUES OVER EXPENDITURE	.00	.00	144.98			16,475.65

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	36,000.00	36,000.00	.00	36,000.00	.00	31,915.00
TOTAL INTERGOVERNMENTAL REVE	36,000.00	36,000.00	.00	36,000.00	.00	31,915.00
TOTAL FUND REVENUE	36,000.00	36,000.00	.00			31,915.00

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	36,000.00	36,000.00	.00	( 36,000.00)	.00	31,915.00
	<i>TOTAL FUNCTION 7</i>	36,000.00	36,000.00	.00	( 36,000.00)	.00	31,915.00
	<b>TOTAL OTHER FINANCING USES</b>	<b>36,000.00</b>	<b>36,000.00</b>	<b>.00</b>	<b>( 36,000.00)</b>	<b>.00</b>	<b>31,915.00</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 904 - CAPITAL FUND PROGRAM-HUD**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	36,000.00	36,000.00	.00			31,915.00
NET REVENUES OVER EXPENDITURE	.00	.00	.00			.00

CITY OF CAMBRIDGE  
BALANCE SHEET  
JANUARY 31, 2019

HAP SECTION 8 VOUCHERS PROGRAM

ASSETS

905-10130	FSS-CASH WITH ESCROW AGENT	13,375.43	
905-10200	EDA OPERATING ACCT-SECTION 8	( 23,184.88)	
	TOTAL ASSETS		( 9,809.45)

LIABILITIES AND EQUITY

LIABILITIES

905-22000	FSS ESCROW	13,375.43	
	TOTAL LIABILITIES		13,375.43

FUND EQUITY

905-27200	RESTRICTED NET ASSETS-HAP	( 19,667.36)	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 3,517.52)	
	BALANCE - CURRENT DATE	( 3,517.52)	
	TOTAL FUND EQUITY		( 23,184.88)
	TOTAL LIABILITIES AND EQUITY		( 9,809.45)

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
905-33160 A.C. EARNED SECTION 8	352,000.00	352,000.00	35,373.00	316,627.00	10.05	410,863.00
TOTAL INTERGOVERNMENTAL REVE	352,000.00	352,000.00	35,373.00	316,627.00	10.05	410,863.00
<u>SOURCE 35</u>						
905-35100 FRAUD RECOVERY	150.00	150.00	.00	150.00	.00	84.00
TOTAL SOURCE 35	150.00	150.00	.00	150.00	.00	84.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	50.00	50.00	.00	50.00	.00	2.77
TOTAL INTEREST	50.00	50.00	.00	50.00	.00	2.77
 TOTAL FUND REVENUE	 352,200.00	 352,200.00	 35,373.00			 410,949.77

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>						
<i>HAP EXPENDITURES</i>						
905-49775-370 HAP OCCUPIED UNITS	352,200.00	352,200.00	38,205.00	( 313,995.00)	10.85	403,246.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	633.00	633.00	.00	8,437.00
905-49775-375 FSS	.00	.00	.00	.00	.00	3,026.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	52.52	52.52	.00	703.66
<i>TOTAL HAP EXPENDITURES</i>	<u>352,200.00</u>	<u>352,200.00</u>	<u>38,890.52</u>	<u>( 313,309.48)</u>	<u>11.04</u>	<u>415,412.66</u>
TOTAL HAP EXPENDITURES	<u>352,200.00</u>	<u>352,200.00</u>	<u>38,890.52</u>	<u>( 313,309.48)</u>	<u>11.04</u>	<u>415,412.66</u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	352,200.00	352,200.00	38,890.52			415,412.66
NET REVENUES OVER EXPENDITURE	.00	.00	( 3,517.52)			( 4,462.89)

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	2,000.00	2,000.00	.00	2,000.00	.00	4,351.46
TOTAL INTEREST	2,000.00	2,000.00	.00	2,000.00	.00	4,351.46
<u>MALL OPERATING REVENUES</u>						
205-37220 RENTAL FEES	225,000.00	225,000.00	30,908.21	194,091.79	13.74	247,078.28
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	30,908.21	194,091.79	13.74	247,078.28
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	200,000.00	200,000.00	.00	200,000.00	.00	75,000.00
TOTAL TRANSFERS FROM OTHER FU	200,000.00	200,000.00	.00	200,000.00	.00	75,000.00
TOTAL FUND REVENUE	427,000.00	427,000.00	30,908.21			326,429.74

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	94,623.00	94,623.00	7,208.00	( 87,415.00)	7.62	93,693.50
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	.00	( 2,500.00)	.00	525.00
205-41930-121 PERA (EMPLOYER)	7,289.00	7,289.00	540.60	( 6,748.40)	7.42	6,746.16
205-41930-122 FICA/MEDICARE (EMPLOYER)	7,434.00	7,434.00	530.36	( 6,903.64)	7.13	6,945.31
205-41930-131 MEDICAL/DENTAL/LIFE	17,114.00	17,114.00	1,357.20	( 15,756.80)	7.93	16,065.00
205-41930-132 LONGEVITY PAY	2,553.00	2,553.00	.00	( 2,553.00)	.00	.00
205-41930-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	.00	( 1,200.00)	.00	1,200.00
205-41930-151 WORKERS' COMPENSATION PREMIU	761.00	761.00	.00	( 761.00)	.00	427.34
205-41930-154 HRA/FLEX FEES	100.00	100.00	.00	( 100.00)	.00	73.35
<b>TOTAL PERSONAL SERVICES</b>	<b>133,574.00</b>	<b>133,574.00</b>	<b>9,636.16</b>	<b>( 123,937.84)</b>	<b>7.21</b>	<b>125,675.66</b>
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	250.00	250.00	.00	( 250.00)	.00	130.88
205-41930-221 REPAIR & MAINT VEH/EQUIPMENT	200.00	200.00	.00	( 200.00)	.00	.00
205-41930-240 SMALL TOOLS & MINOR EQUIPMENT	3,300.00	3,300.00	39.99	( 3,260.01)	1.21	1,229.98
<b>TOTAL SUPPLIES</b>	<b>3,750.00</b>	<b>3,750.00</b>	<b>39.99</b>	<b>( 3,710.01)</b>	<b>1.07</b>	<b>1,360.86</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	843.00	( 3,157.00)	21.08	3,423.50
205-41930-313 IT MGMT & BACKUP	2,700.00	2,700.00	225.81	( 2,474.19)	8.36	2,709.72
205-41930-321 TELEPHONE/CELLULAR	900.00	900.00	109.18	( 790.82)	12.13	945.55
205-41930-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	111.82	( 888.18)	11.18	476.64
205-41930-334 MILEAGE REIMBURSEMENT	800.00	800.00	.00	( 800.00)	.00	1,198.49
205-41930-351 LEGAL NOTICES/ORD PUB	200.00	200.00	.00	( 200.00)	.00	142.82
205-41930-360 INSURANCE AND BONDS	1,550.00	1,550.00	.00	( 1,550.00)	.00	343.00
205-41930-381 ELECTRIC UTILITIES	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,688.82
205-41930-382 WATER/SEWER/STORM PROPERTY A	2,000.00	2,000.00	.00	( 2,000.00)	.00	2,161.26
205-41930-383 GAS UTILITIES	300.00	300.00	.00	( 300.00)	.00	890.84
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>14,450.00</b>	<b>14,450.00</b>	<b>1,289.81</b>	<b>( 13,160.19)</b>	<b>8.93</b>	<b>13,980.64</b>
<i>MISCELLANEOUS</i>						
205-41930-407 HWY 95 PROPERTY ACQ MAINT EXP	10,000.00	10,000.00	.00	( 10,000.00)	.00	13,153.48
205-41930-430 MISCELLANEOUS	.00	.00	.00	.00	.00	( 61.43)
205-41930-433 DUES AND SUBSCRIPTIONS	1,500.00	1,500.00	555.00	( 945.00)	37.00	1,281.40
205-41930-440 SCHOOLS & MEETINGS	1,500.00	1,500.00	580.00	( 920.00)	38.67	763.00
205-41930-450 TAX ABATEMENT-MAIN & 65 LLC	.00	.00	.00	.00	.00	6,188.16
205-41930-451 TAX ABATEMENT-MOTEK/TEAM IND	.00	.00	.00	.00	.00	31,654.20
205-41930-484 NLX ACTIVITIES	8,357.00	8,357.00	8,356.00	( 1.00)	99.99	6,650.00
205-41930-485 PROPERTY TAXES	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
205-41930-489 IND PARK MARKETING	9,500.00	9,500.00	.00	( 9,500.00)	.00	8,240.48
205-41930-497 EDA ADM-WEB SITE MAINT	3,000.00	3,000.00	.00	( 3,000.00)	.00	3,000.00
<b>TOTAL MISCELLANEOUS</b>	<b>36,857.00</b>	<b>36,857.00</b>	<b>9,491.00</b>	<b>( 27,366.00)</b>	<b>25.75</b>	<b>70,869.29</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL EDA ADMINISTRATION	188,631.00	188,631.00	20,456.96	( 168,174.04)	10.84	211,886.45

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**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	27,224.00	27,224.00	2,090.40	( 25,133.60)	7.68	26,463.72
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
205-47000-103 TEMPORARY EMPLOYEE	3,000.00	3,000.00	761.36	( 2,238.64)	25.38	6,593.05
205-47000-121 PERA (EMPLOYER)	2,192.00	2,192.00	156.78	( 2,035.22)	7.15	1,977.60
205-47000-122 FICA/MEDICARE (EMPLOYER)	2,236.00	2,236.00	212.40	( 2,023.60)	9.50	2,448.39
205-47000-131 MEDICAL/DENTAL/LIFE	8,557.00	8,557.00	677.92	( 7,879.08)	7.92	8,024.40
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	( 600.00)	.00	539.63
205-47000-151 WORKERS' COMPENSATION PREMIU	1,653.00	1,653.00	.00	( 1,653.00)	.00	1,313.07
205-47000-154 HRA/FLEX FEES	100.00	100.00	.00	( 100.00)	.00	36.75
<b>TOTAL PERSONAL SERVICES</b>	<b>46,562.00</b>	<b>46,562.00</b>	<b>3,898.86</b>	<b>( 42,663.14)</b>	<b>8.37</b>	<b>47,396.61</b>
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	200.00	200.00	12.11	( 187.89)	6.06	148.49
205-47000-212 GASOLINE/FUEL	125.00	125.00	.00	( 125.00)	.00	71.92
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	15,000.00	15,000.00	465.52	( 14,534.48)	3.10	11,127.07
<b>TOTAL SUPPLIES</b>	<b>15,325.00</b>	<b>15,325.00</b>	<b>477.63</b>	<b>( 14,847.37)</b>	<b>3.12</b>	<b>11,347.48</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	350.00	350.00	26.50	( 323.50)	7.57	309.82
205-47000-351 PUBLISHING/LEGAL NOTICES	.00	.00	.00	.00	.00	494.45
205-47000-360 INSURANCE AND BONDS	5,000.00	5,000.00	.00	( 5,000.00)	.00	6,052.27
205-47000-381 ELECTRIC UTILITIES	22,000.00	22,000.00	.00	( 22,000.00)	.00	18,183.11
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	388.06	( 5,311.94)	6.81	4,764.76
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	.00	( 6,000.00)	.00	3,651.01
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	907.31	( 3,592.69)	20.16	3,655.90
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>43,550.00</b>	<b>43,550.00</b>	<b>1,321.87</b>	<b>( 42,228.13)</b>	<b>3.04</b>	<b>37,111.32</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	16,000.00	16,000.00	6,167.95	( 9,832.05)	38.55	8,557.81
205-47000-413 BNSF PARKING LOT LEASE	1,500.00	1,500.00	.00	( 1,500.00)	.00	( 251.08)
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	.00	( 12,000.00)	.00	3,491.80
205-47000-490 MALL CAP FUND CONTRIBUTION	2,350.00	2,350.00	.00	( 2,350.00)	.00	.00
205-47000-491 WORK FORCE CENTER BUILDOUT	45,000.00	45,000.00	.00	( 45,000.00)	.00	.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	18,370.31
205-47000-498 TENANT BUILD OUT	.00	.00	.00	.00	.00	105,836.80
<b>TOTAL MISCELLANEOUS</b>	<b>76,850.00</b>	<b>76,850.00</b>	<b>6,167.95</b>	<b>( 70,682.05)</b>	<b>8.03</b>	<b>136,005.64</b>
<b>TOTAL MALL OPERATING EXPENSE</b>	<b>182,287.00</b>	<b>182,287.00</b>	<b>11,866.31</b>	<b>( 170,420.69)</b>	<b>6.51</b>	<b>231,861.05</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>EXPENSE 300</u>						
<i>TRANSFERS</i>						
205-49300-720 TRANSFERS OUT - OPER TRANSFER	.00	.00	.00	.00	.00	14,687.63
<i>TOTAL TRANSFERS</i>	.00	.00	.00	.00	.00	14,687.63
<b>TOTAL EXPENSE 300</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>14,687.63</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	370,918.00	370,918.00	32,323.27			458,435.13
NET REVENUES OVER EXPENDITURE	56,082.00	56,082.00	( 1,415.06)			( 132,005.39)

Date: 01/29/2019

Peoples Bank of Commerce / Cambridge EDA

Page: 1

**ACH Transaction Report**

Batch #: 000191

Created On: 01/29/2019

<u>Name</u>	<u>Amount</u>
Bungalows of Chisago L	\$1,225.00
Calhoun Apartments	\$1,089.00
Cambridge Square Assoc	\$1,214.00
Cambridge Town Square	\$1,415.00
PG Companies Redwing A	\$1,032.00
DJ Properties of Stanc	\$510.00
Erlandson - Nelson Con	\$555.00
Haven Properties	\$347.00
New Challenges, Inc.	\$6,020.00
Isanti Community Servi	\$74.00
Isanti Village Apartme	\$1,403.00
Kaizen Property Soluti	\$1,066.00
Kestrel Meadows Townho	\$4,390.00
Legacy Townhomes	\$3,047.00
Main Street Flats LP	\$577.00
Metropolitan Council H	\$3,953.40
Minneapolis Public Hou	\$685.52
Mission 61 Inc.	\$473.00
Allen Moulton	\$530.00
Osmium Holdings LLC	\$844.00
NETA Property Manageme	\$373.00
Normandy Townhomes	\$3,391.00
North Branch Senior Ho	\$1,056.00
Oakhurst Apartments	\$361.00
Oakview Terrace Townho	\$3,247.00
Pine Village LLC	\$97.00
Rush Oaks Apartments	\$1,166.00
Sunrise Court Apartmen	\$1,092.00
Sunset Assets LLC	\$739.00
Taylors Falls Villas	\$564.00
Tower Terrace Limited	\$4,481.00
Wyoming Limited Partne	\$1,367.00
Wyoming Limited Partne	\$2,071.00
Cambridge EDA	\$-50,454.92 ①
<b>Batch Total:</b>	<b>\$0.00</b>

Housing Division  
 ACH Activity  
 Feb 2019  
 ① = \$67,626.92



### ACH Transaction Report

Batch #: 000192

Created On: 01/29/2019

Name	Amount
Aaron Jordan	\$486.00
Bohmer, John	\$793.00
Dean & Jennifer Bondes	\$869.00
Charles Satak	\$585.00
Chen Liu	\$5,149.00
David Findell	\$554.00
Leeanna M. Dudley	\$90.00
Elmer D. Harp	\$567.00
Jenell King	\$550.00
John Maher	\$370.00
Kathryn Dahlberg	\$669.00
Kristine Yerigan	\$319.00
Brian Leet	\$376.00
Michael Doran	\$555.00
Loral Myers	\$272.00
Ordeen Splittstoser	\$248.00
Randall Propp	\$597.00
Richard Berget	\$264.00
Robert Blaisdell-Blais	\$1,573.00
Robert Mattson	\$585.00
Ross Goldsmith	\$172.00
Steve Baker	\$797.00
Paul & Bethany Stiles	\$531.00
Thomas Olin	\$201.00
Cambridge EDA	\$-17,172.00
<b>Batch Total:</b>	<b>\$0.00</b>

①

<p>CAMBRIDGE EDA MEETING</p> <p>March 18, 2019</p> <p>BILLS LIST</p>
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<b>Disbursement Type:</b>	<b>Date:</b>	<b>Check Numbers:</b>	<b>Submitted For <u>Approval</u></b>
Prepaid Checks	2/13/2019	112779 - 112824	4,515.94
Prepaid Checks	2/21/2019	112832 - 112883	4,583.36
Prepaid Checks	3/6/2019	112909 - 112984	9,255.70
		Prepaid Totals	<u>18,355.00</u>
<b>TOTAL SUBMITTED FOR APPROVAL</b>			<b>\$18,355.00</b>

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
Total 1140:			3.03
1686	Ecolab Pest Elimination Div.	Pest Control - Bridge Park	155.25
Total 1686:			155.25
3086	Landworks Construction, Inc.	Salt/De-Icer - Bridge Park	90.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/De-Icer - Bridge Park	115.00
Total 3086:			205.00
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Bldgs/Structures - Work Id 245	2,340.00
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Bldgs/Structures - Work Id 245	385.00
Total 4011:			2,725.00
4131	Nordberg's Electric Supply Inc	Stairwell Switches - Bridge Park	207.20
Total 4131:			207.20
5861	Walmart Community Card	Tenant Services - Bridge Park	83.20
5861	Walmart Community Card	Materials - Bridge Park	7.73
Total 5861:			90.93
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	222.22
5878	Waste Management	Dumpster Service & Recycle - 180 Buchanan St	907.31
Total 5878:			1,129.53
Grand Totals:			4,515.94

Dated: \_\_\_\_\_

2/13/19

City Treasurer: \_\_\_\_\_

Caroline King

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/19	02/13/2019	112779	1140	Cintas Corporation	205-20100	3.03
02/19	02/13/2019	112782	1686	Ecolab Pest Elimination Div.	901-20100	155.25
02/19	02/13/2019	112795	3086	Landworks Construction, Inc.	901-20100	205.00
02/19	02/13/2019	112801	4011	NAC Mechanical & Electrical Services	205-20100	2,725.00
02/19	02/13/2019	112803	4131	Nordberg's Electric Supply Inc	901-20100	207.20
02/19	02/13/2019	112823	5861	Walmart Business/SYNCB	901-20100	90.93
02/19	02/13/2019	112824	5878	Waste Management of WI-MN	205-20100	1,129.53
Grand Totals:						<u>4,515.94</u>

Vendor	Vendor Name	Description	Net Invoice Amount
596	Bloomquist Electric Inc	Install Lights at DMV	383.00
	Total 596:		383.00
1046	Centerpoint Energy	Gas Utilities - Woodcrest Park Church	13.33
	Total 1046:		13.33
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		3.03
1506	Deputy Registrar #90	License Tabs - 06 Chev - Plate 581PGG	25.50
	Total 1506:		25.50
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3456	McComb Group, Ltd.	Multi-Family Apartment Demand	2,505.50
	Total 3456:		2,505.50
4038	National Development Council	Training - S. Gustafson	1,237.50
	Total 4038:		1,237.50
5391	TM Johnson Bros., Inc.	Repairs & Maintenance Bldg - Mall	295.00
	Total 5391:		295.00
	Grand Totals:		4,583.36

Dated: 2/21/19

City Treasurer: Arlene M...

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/19	02/21/2019	112832	596	Bloomquist Electric Inc	205-20100	383.00
02/19	02/21/2019	112837	1046	Centerpoint Energy	205-20100	13.33
02/19	02/21/2019	112839	1140	Cintas Corporation	205-20100	3.03
02/19	02/21/2019	112842	1506	Deputy Registrar #90	205-20100	25.50
02/19	02/21/2019	112857	3056	Lake Superior Laundry Inc.	205-20100	120.50
02/19	02/21/2019	112862	3456	McComb Group, Ltd.	205-20100	2,505.50
02/19	02/21/2019	112871	4038	National Development Council	205-20100	1,237.50
02/19	02/21/2019	112883	5391	TM Johnson Bros., Inc.	205-20100	295.00
Grand Totals:						<u>4,583.36</u>

Vendor	Vendor Name	Description	Net Invoice Amount
826	North 65 Chamber of Commerce	Chamber Luncheon - Economic Development	12.00
	Total 826:		12.00
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
	Total 1140:		6.06
1613	Dusty's Drain Cleaning, Inc.	Repair & Maintenance Bldg/Structures - Mall	425.00
	Total 1613:		425.00
3006	Kramer Mechanical Plumbing & H	Repairs - Bridge Park Apt Unit 206	366.79
	Total 3006:		366.79
3056	Lake Superior Laundry Inc.	Mall Rugs	120.50
	Total 3056:		120.50
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Bridge Park	435.00
	Total 3086:		435.00
3501	MEI Total Elevator Solutions	March Monthly Service - Bridge Park	238.71
	Total 3501:		238.71
3543	Metro Sales, Inc.	Ricoh MP C2004 Color Copier Contract Base	10.13
	Total 3543:		10.13
3933	Mora HRA	February Contracted Section 8 Administration	4,044.04
	Total 3933:		4,044.04
4020	Nan McKay & Associates, Inc	Model Admissions and Continued Occupancy	199.00
	Total 4020:		199.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - April	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - April	750.00
	Total 5191:		2,250.00
5261	Star Quality Glass	Repair & Maint Supplies - Mall	226.95
	Total 5261:		226.95
5801	Verizon Wireless	wireless phone service - Economic Developmen	109.18

Vendor	Vendor Name	Description	Net Invoice Amount
5801	Verizon Wireless	wireless phone service - Maintenance Dept	26.50
5801	Verizon Wireless	wireless phone service - Bridge Park	52.99
Total 5801:			188.67
5878	Waste Management	Dumpster Service & Recycle - Bridge Park Apts	281.23
Total 5878:			281.23
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			451.62
Grand Totals:			9,255.70

Dated: 3/6/19

City Treasurer: Caroline [Signature]



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/19	03/06/2019	112909	1140	Cintas Corporation	205-20100	6.06
03/19	03/06/2019	112917	1613	Dusty's Drain Cleaning, Inc.	205-20100	425.00
03/19	03/06/2019	112927	3006	Kramer Mechanical Plumbing & Heating Inc	901-20100	366.79
03/19	03/06/2019	112928	3056	Lake Superior Laundry Inc.	205-20100	120.50
03/19	03/06/2019	112929	3086	Landworks Construction, Inc.	901-20100	435.00
03/19	03/06/2019	112935	3501	MEI Total Elevator Solutions	901-20100	238.71
03/19	03/06/2019	112938	3543	Metro Sales, Inc.	901-20100	10.13
03/19	03/06/2019	112944	3933	Mora HRA	902-20100	4,044.04
03/19	03/06/2019	112948	4020	Nan McKay & Associates, Inc	901-20100	199.00
03/19	03/06/2019	112952	826	North 65 Chamber of Commerce	205-20100	12.00
03/19	03/06/2019	112967	5191	SPEW Health Plan	205-20100	2,250.00
03/19	03/06/2019	112969	5261	Star Quality Glass	205-20100	226.95
03/19	03/06/2019	112979	5801	Verizon Wireless	205-20100	188.67
03/19	03/06/2019	112982	5878	Waste Management of WI-MN	901-20100	281.23
03/19	03/06/2019	112984	5965	White Bear IT Solutions LLC	901-20100	451.62
Grand Totals:						<u>9,255.70</u>