
Cambridge EDA
Meeting Announcement and Agenda
MONDAY, JUNE 1, 2015
EDA MEETING WILL BEGIN AFTER CITY COUNCIL MEETING ADJOURNS
CITY COUNCIL MEETING BEGINS AT 3:00 PM
CAMBRIDGE CITY HALL

Members of the audience are encouraged to follow the agenda. Copies of the agenda are on the table outside of the Council Chambers door.

If you are interested in addressing the EDA, please inform the Chair. If the item you wish to address is an agenda item, the Chair, as the presiding officer, will determine if public comment will be heard during the meeting. When addressing the EDA, please state your name, address, and the issue you wish to speak about.

AGENDA	
1.	Call to Order
2.	Approval of Agenda (p. 1)
3.	Consent Agenda
	A. Approve May 4, 2015 EDA meeting minutes (p.3)
	B. Approve EDA Draft Financial Statements (p. 4)
	C. Housing Div Bills ACH transactions totaling \$59,276.00 (p. 33)
	D. Approve EDA Admin Division bills checks #99558 -#99770 totaling \$19,963.68 (p. 38)
	E. Housing Supervisor Report (p. 47)
	F. Resident Meeting (p. 48)
4.	New Business
	A. July 6 EDA Meeting (p. 49)
5.	Unfinished Business
6.	Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling Cambridge City Hall at 763-689-3211 at least three days prior to the meeting.

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**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
May 4, 2015**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, May 4, 2015 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Joe Morin, Vice President Howard Lewis, and EDA members Lisa Iverson, Marlys Palmer, and Tiffany Kafer

Members Absent: None

Others Present: Executive Director Lynda Woulfe

Call to Order

Morin called the meeting to order at 7:04 pm.

Approval of Agenda

Kafer moved, seconded by Iverson, to approve the agenda as presented. Motion carried unanimously.

Consent Agenda

Kafer moved, seconded by Lewis, to approve the consent agenda items A – G as presented:

- A. Approve EDA meeting minutes
- B. Approve EDA Draft Financial Statements
- C. Housing Div Bills check #16710 and ACH transactions totaling \$69,121.54
- D. Approve EDA Admin Division bills checks #99296 - #99517 totaling \$9,373.79
- E. Housing Supervisor Report
- F. Approve Resolution R15-001 Amending 2015 EDA Admin Budget
- G. Solicit bids for capital projects

Upon call of the role, Morin, Iverson, Palmer, Kafer, and Lewis voted aye, no nays. Motion passed unanimously.

New Business

There was no new business.

Unfinished Business

There was no unfinished business.

Adjournment

Kafer moved, seconded by Lewis, to adjourn the meeting at 7:06 p.m. The motion passed unanimously.

Joe Morin, President

ATTEST:

Lynda J. Woulfe, Executive Director

CITY OF CAMBRIDGE
BALANCE SHEET
APRIL 30, 2015

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10010	CASH AND INVESTMENTS	(17,270.07)	
901-10102	INVESTMENTS--PBC		316,428.96	
901-10103	INVESTMENTS-MINNCO		16,272.68	
901-10200	EDA OPERATING ACCOUNT-LOW RENT		243,874.05	
901-16100	LAND AND LAND IMPROVEMENTS		134,042.37	
901-16200	BUILDINGS AND STRUCTURES		474,877.78	
901-16250	BUILDING IMPROVEMENTS		1,154,993.21	
901-16300	SITE IMPROVEMENTS		119,469.24	
901-16350	NON-DWELLING STRUCTURES		76,009.20	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE		42,659.20	
901-16450	FURN, EQUIP, MACH-ADMIN		83,544.39	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(1,640,539.22)	
	TOTAL ASSETS			<u><u>1,004,361.79</u></u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS		2,599.00	
901-21650	ACCRUED VACATION & SICK PAY		37,662.56	
901-22600	TENANT SECURITY DEPOSITS		22,963.01	
	TOTAL LIABILITIES			<u>63,224.57</u>

FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS		613,948.14	
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>25,633.31</u>	
	BALANCE - CURRENT DATE		<u>25,633.31</u>	
	TOTAL FUND EQUITY			<u><u>941,137.22</u></u>
	TOTAL LIABILITIES AND EQUITY			<u><u>1,004,361.79</u></u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
901-33160 OPERATING GRANTS-HUD	70,000.00	70,000.00	26,877.00	43,123.00	38.40	74,818.00
TOTAL INTERGOVERNMENTAL REVE	70,000.00	70,000.00	26,877.00	43,123.00	38.40	74,818.00
<u>INTEREST & MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	100.00	100.00	.00	100.00	.00	275.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	540.16	959.84	36.01	2,116.75
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	540.16	1,059.84	33.76	2,391.75
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	145,000.00	145,000.00	51,729.00	93,271.00	35.68	148,580.66
901-37221 LAUNDRY INCOME BRIDGE PARK	6,000.00	6,000.00	2,593.00	3,407.00	43.22	6,587.50
TOTAL RENTAL INCOME	151,000.00	151,000.00	54,322.00	96,678.00	35.97	155,168.16
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	35,000.00	35,000.00	.00	35,000.00	.00	53,519.12
TOTAL OTHER FINANCING SOURCES	35,000.00	35,000.00	.00	35,000.00	.00	53,519.12
TOTAL FUND REVENUE	257,600.00	257,600.00	81,739.16			285,897.03

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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>						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	.00	.00	3,024.92	3,024.92	.00	29,879.50
901-49500-103 ADMIN PART-TIME - REGULAR	31,048.00	31,048.00	5,869.52	(25,178.48)	18.90	.00
901-49500-112 EDA HOUSING BOARD PAY	.00	.00	.00	.00	.00	1,540.00
901-49500-121 PERA (EMPLOYER)	2,251.00	2,251.00	48.08	(2,202.92)	2.14	2,254.85
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	680.41	(1,694.59)	28.65	2,494.08
901-49500-131 MEDICAL/LIFE/DENTAL	52.00	52.00	.00	(52.00)	.00	17.28
901-49500-151 WORKERS' COMPENSATION PREMIU	266.00	266.00	88.91	(177.09)	33.42	215.79
TOTAL PERSONAL SERVICES	35,992.00	35,992.00	9,711.84	(26,280.16)	26.98	36,401.50
<i>SUPPLIES</i>						
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	.00	(1,500.00)	.00	1,372.15
TOTAL SUPPLIES	1,500.00	1,500.00	.00	(1,500.00)	.00	1,372.15
<i>OTHER SERVICES AND CHARGES</i>						
901-49500-304 LEGAL FEES	100.00	100.00	.00	(100.00)	.00	.00
901-49500-306 AUDITING	3,000.00	3,000.00	2,000.00	(1,000.00)	66.67	3,000.00
901-49500-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
901-49500-321 TELEPHONE EXPENSE	3,000.00	3,000.00	2,403.58	(596.42)	80.12	2,060.83
901-49500-322 POSTAGE	250.00	250.00	.00	(250.00)	.00	164.50
901-49500-331 TRAVEL/MEALS/LODGING	100.00	100.00	.00	(100.00)	.00	51.07
901-49500-340 ADVERTISING	100.00	100.00	.00	(100.00)	.00	62.23
TOTAL OTHER SERVICES AND CHA	6,550.00	6,550.00	4,403.58	(2,146.42)	67.23	5,776.63
<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	3,000.00	3,000.00	129.92	(2,870.08)	4.33	669.71
901-49500-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	1,658.00	658.00	165.80	410.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00	(500.00)	.00	.00
TOTAL MISCELLANEOUS	6,500.00	6,500.00	1,787.92	(4,712.08)	27.51	1,079.71
TOTAL LOW RENT ADMINISTRATION	50,542.00	50,542.00	15,903.34	(34,638.66)	31.47	44,629.99

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	200.00	200.00	855.61	655.61	427.81	403.45
<i>TOTAL SUPPLIES</i>	<u>200.00</u>	<u>200.00</u>	<u>855.61</u>	<u>655.61</u>	<u>427.81</u>	<u>403.45</u>
TOTAL LOW RENT TENANT SERVICE	<u>200.00</u>	<u>200.00</u>	<u>855.61</u>	<u>655.61</u>	<u>427.81</u>	<u>403.45</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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>						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	25,764.00	25,764.00	2,967.04	(22,796.96)	11.52	38,662.79
901-49700-103 MAINT PT EMPLOYEES - REGULAR	.00	.00	6,973.76	6,973.76	.00	.00
901-49700-121 PERA (EMPLOYER)	1,868.00	1,868.00	43.78	(1,824.22)	2.34	2,806.78
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,971.00	1,971.00	760.48	(1,210.52)	38.58	2,879.59
901-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	9,314.32
901-49700-133 DEDUCTIBLE CONTRIBUTION	.00	.00	.00	.00	.00	728.92
901-49700-151 WORKERS' COMPENSATION PREMIU	1,190.00	1,190.00	713.58	(476.42)	59.96	1,946.22
901-49700-154 HRA/FLEX FEES	.00	.00	.00	.00	.00	52.32
TOTAL PERSONAL SERVICES	30,793.00	30,793.00	11,458.64	(19,334.36)	37.21	56,390.94
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	585.02	(3,814.98)	13.30	3,574.47
901-49700-212 FUEL PURCHASE	200.00	200.00	.00	(200.00)	.00	107.21
TOTAL SUPPLIES	4,600.00	4,600.00	585.02	(4,014.98)	12.72	3,681.68
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	16,000.00	16,000.00	6,813.07	(9,186.93)	42.58	17,861.05
901-49700-360 INSURANCE AND BONDS	13,500.00	13,500.00	.00	(13,500.00)	.00	12,230.50
901-49700-370 PAYMENT IN LIEU OF TAXES	11,100.00	11,100.00	.00	(11,100.00)	.00	11,574.00
901-49700-381 ELECTRIC UTILITIES	35,700.00	35,700.00	11,344.89	(24,355.11)	31.78	29,874.16
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	3,371.36	(6,628.64)	33.71	8,300.42
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	2,430.87	(3,569.13)	40.51	7,286.53
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	607.05	(1,492.95)	28.91	2,055.32
TOTAL OTHER SERVICES AND CHA	94,400.00	94,400.00	24,567.24	(69,832.76)	26.02	89,181.98
<i>MISCELLANEOUS</i>						
901-49700-420 DEPRECIATION EXPENSE	70,000.00	70,000.00	.00	(70,000.00)	.00	46,356.53
901-49700-430 MISCELLANEOUS & GENERAL EXP	65.00	65.00	.00	(65.00)	.00	3.53
TOTAL MISCELLANEOUS	70,065.00	70,065.00	.00	(70,065.00)	.00	46,360.06
<i>IMPROVEMENTS/BETTERMENTS</i>						
901-49700-501 REPLACEMENT OF EQUIPMENT	7,000.00	7,000.00	.00	(7,000.00)	.00	.00
901-49700-502 BETTERMENTS AND ADDITIONS	.00	.00	2,736.00	2,736.00	.00	6,246.00
TOTAL IMPROVEMENTS/BETTERM	7,000.00	7,000.00	2,736.00	(4,264.00)	39.09	6,246.00
TOTAL LOW RENT MAINTENANCE	206,858.00	206,858.00	39,346.90	(167,511.10)	19.02	201,860.66

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	257,600.00	257,600.00	56,105.85			246,894.10
NET REVENUES OVER EXPENDITURE	.00	.00	25,633.31			39,002.93

CITY OF CAMBRIDGE
BALANCE SHEET
APRIL 30, 2015

SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
902-10010	CASH AND INVESTMENTS	740.12	
902-10200	EDA OPERATING ACCT-SECTION 8	52,910.92	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		<u>53,651.04</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
902-20100	AP ALLOCATED TO OTHER FUNDS	2,000.00	
902-20200	ACCOUNTS PAYABLE	2,810.93	
	TOTAL LIABILITIES		4,810.93
<u>FUND EQUITY</u>			
902-27200	UNRESTRICTED NET ASSETS	47,257.42	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,582.69	
	BALANCE - CURRENT DATE	1,582.69	
	TOTAL FUND EQUITY		<u>48,840.11</u>
	TOTAL LIABILITIES AND EQUITY		<u>53,651.04</u>

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	40,000.00	40,000.00	12,530.00	27,470.00	31.33	39,773.00
TOTAL INTERGOVERNMENTAL REVE	40,000.00	40,000.00	12,530.00	27,470.00	31.33	39,773.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	.00	.00	7,215.43	(7,215.43)	.00	25,350.74
902-35100 FRAUD RECOVERY INCOME	.00	.00	.00	.00	.00	923.00
TOTAL RENTAL INCOME	.00	.00	7,215.43	(7,215.43)	.00	26,273.74
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	17.50	(17.50)	.00	52.04
TOTAL INTEREST	.00	.00	17.50	(17.50)	.00	52.04
TOTAL FUND REVENUE	40,000.00	40,000.00	19,762.93			66,098.78

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 ADMINISTRATIVE						
<i>PERSONAL SERVICES</i>						
902-49500-101	ADMIN FULL-TIME EMP - REGULAR	.00	.00	.00	.00	31,062.35
902-49500-121	PERA (EMPLOYER)	.00	.00	.00	.00	2,254.60
902-49500-122	FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	2,376.28
902-49500-131	MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	17.28
902-49500-151	WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	215.81
	TOTAL PERSONAL SERVICES	.00	.00	.00	.00	35,926.32
<i>SUPPLIES</i>						
902-49500-201	OFFICE SUPPLIES	.00	.00	.00	.00	1,460.35
	TOTAL SUPPLIES	.00	.00	.00	.00	1,460.35
<i>OTHER SERVICES AND CHARGES</i>						
902-49500-304	LEGAL FEES	.00	.00	.00	.00	15.63
902-49500-306	AUDIT FEES	3,000.00	3,000.00	2,000.00 (1,000.00)	66.67 3,000.00
902-49500-307	CONTRACTED SECT 8 ADMIN	36,000.00	36,000.00	16,224.24 (19,775.76)	45.07 .00
902-49500-313	MARCO IT MGMT & BACKUP	.00	.00	.00	.00	438.00
902-49500-321	TELEPHONE	.00	.00	.00	.00	1,660.84
902-49500-322	POSTAGE	.00	.00	.00	.00	399.70
902-49500-331	TRAVEL/MEALS/LODGING	.00	.00	.00	.00	724.28
902-49500-340	ADVERTISING	.00	.00	.00	.00	76.80
	TOTAL OTHER SERVICES AND CHA	39,000.00	39,000.00	18,224.24 (20,775.76)	46.73 6,315.25
<i>MISCELLANEOUS</i>						
902-49500-409	LICENSE & SUPPORT CONTRACT	1,000.00	1,000.00	.00 (1,000.00)	.00 .00
902-49500-413	RENTALS - OFFICE EQUIPMENT	.00	.00	.00	.00	669.68
902-49500-433	DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	310.00
902-49500-440	STAFF TRAINING	.00	.00	.00	.00	28.00
	TOTAL MISCELLANEOUS	1,000.00	1,000.00	.00 (1,000.00)	.00 1,007.68
	TOTAL SECT 8 ADMINISTRATIVE	40,000.00	40,000.00	18,224.24 (21,775.76)	45.56 44,709.60

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 MAINTENANCE</u>						
<i>PERSONAL SERVICES</i>						
902-49700-101 INSPECT FULL-TIME EMP- REGULAR	.00	.00	.00	.00	.00	12,887.61
902-49700-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	935.57
902-49700-122 FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	959.94
902-49700-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	3,558.54
902-49700-133 INSURANCE DEDUCTIBLE	.00	.00	.00	.00	.00	242.97
902-49700-151 WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	898.05
902-49700-154 HRA/FLEX FEES	.00	.00	.00	.00	.00	18.55
<i>TOTAL PERSONAL SERVICES</i>	.00	.00	.00	.00	.00	19,501.23
TOTAL SECT 8 MAINTENANCE	.00	.00	.00	.00	.00	19,501.23

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	107,413.00	107,413.00	.00	341,717.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(107,089.00)	(107,089.00)	.00	(341,717.00)
902-49775-376 URP PORT REC	.00	.00	.00	.00	.00	2,171.00
902-49775-378 PORT REC URP REIMB	.00	.00	(368.00)	(368.00)	.00	(2,171.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	(44.00)	(44.00)	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	(44.00)	(44.00)	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	40,000.00	40,000.00	18,180.24			64,210.83
NET REVENUES OVER EXPENDITURE	.00	.00	1,582.69			1,887.95

CITY OF CAMBRIDGE
BALANCE SHEET
APRIL 30, 2015

HOUSING-OTHER BUS ACTIVITIES

ASSETS

903-10010	CASH AND INVESTMENTS	(188.39)	
903-10102	INVESTMENTS--PBC	260,024.23	
903-10200	EDA HOUSING DIV OPERATING CASH	63,405.05	
	TOTAL ASSETS		323,240.89

LIABILITIES AND EQUITY

LIABILITIES

903-22200	DEFERRED REVENUE	533.42	
903-23000	MHFA FUNDING-UNEARNED	(9,254.90)	
903-23001	MHFA FUNDING CHISAGO UNEARNED	800.00	
903-23004	DEF REV-ADDITION 7E MENTAL HEA	238.00	
	TOTAL LIABILITIES		(7,683.48)

FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	312,187.68	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	18,736.69	
	BALANCE - CURRENT DATE	18,736.69	
	TOTAL FUND EQUITY		330,924.37
	TOTAL LIABILITIES AND EQUITY		323,240.89

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
903-33410 HAP FEES EARNED MHFA	42,000.00	42,000.00	35,074.00	6,926.00	83.51	103,984.00
TOTAL INTERGOVERNMENTAL REVE	42,000.00	42,000.00	35,074.00	6,926.00	83.51	103,984.00
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	4,000.00	4,000.00	2,846.00	1,154.00	71.15	10,800.00
TOTAL CHARGES FOR SERVICES	4,000.00	4,000.00	2,846.00	1,154.00	71.15	10,800.00
<u>INTEREST & MISC INCOME</u>						
903-36210 INTEREST EARNINGS	500.00	500.00	401.48	98.52	80.30	1,606.83
TOTAL INTEREST & MISC INCOME	500.00	500.00	401.48	98.52	80.30	1,606.83
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	16,434.25	(1,434.25)	109.56	13,143.75
TOTAL OTHER REVENUES	15,000.00	15,000.00	16,434.25	(1,434.25)	109.56	13,143.75
TOTAL FUND REVENUE	61,500.00	61,500.00	54,755.73			129,534.58

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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>							
<i>FUNCTION 1</i>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	350.00	(1,750.00)	16.67	.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	.00	.00	26.78	26.78	.00	.00
<i>TOTAL FUNCTION 1</i>		<u>2,100.00</u>	<u>2,100.00</u>	<u>376.78</u>	<u>(1,723.22)</u>	<u>17.94</u>	<u>.00</u>
<i>SUPPLIES</i>							
903-49500-201	OFFICE SUPPLY	.00	.00	.00	.00	.00	16.00
<i>TOTAL SUPPLIES</i>		<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>16.00</u>
<i>OTHER SERVICES AND CHARGES</i>							
903-49500-331	TRAVEL/MEALS/LODGING	500.00	500.00	197.26	(302.74)	39.45	852.71
<i>TOTAL OTHER SERVICES AND CHA</i>		<u>500.00</u>	<u>500.00</u>	<u>197.26</u>	<u>(302.74)</u>	<u>39.45</u>	<u>852.71</u>
<i>MISCELLANEOUS</i>							
903-49500-433	DUES AND SUBSCRIPTIONS	.00	.00	567.00	567.00	.00	.00
<i>TOTAL MISCELLANEOUS</i>		<u>.00</u>	<u>.00</u>	<u>567.00</u>	<u>567.00</u>	<u>.00</u>	<u>.00</u>
TOTAL OTHER HOUSING BUS ACTIV		<u><u>2,600.00</u></u>	<u><u>2,600.00</u></u>	<u><u>1,141.04</u></u>	<u><u>(1,458.96)</u></u>	<u><u>43.89</u></u>	<u><u>868.71</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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-MAINT</u>							
<i>PERSONAL SERVICES</i>							
903-49700-101	MAINT FT EMPLOYEES - REGULAR	.00	.00	.00	.00	.00	9,549.01
903-49700-121	PERA (EMPLOYER)	.00	.00	.00	.00	.00	708.36
903-49700-122	FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	722.47
903-49700-131	MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	2,979.50
903-49700-151	WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	610.62
<i>TOTAL PERSONAL SERVICES</i>		.00	.00	.00	.00	.00	14,569.96
<i>FUNCTION 4</i>							
903-49700-489	OTHER CONTRACTED SERVICES	16,900.00	16,900.00	.00	(16,900.00)	.00	.00
<i>TOTAL FUNCTION 4</i>		16,900.00	16,900.00	.00	(16,900.00)	.00	.00
<i>TOTAL OTHER HOUSING BUS ACTIV</i>		16,900.00	16,900.00	.00	(16,900.00)	.00	14,569.96

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HOUSING ASSISTANCE PROGRAMS</u>							
<i>HAP EXPENDITURES</i>							
903-49775-370	HAP-MHFA	42,000.00	42,000.00	34,878.00	(7,122.00)	83.04	103,984.00
<i>TOTAL HAP EXPENDITURES</i>		42,000.00	42,000.00	34,878.00	(7,122.00)	83.04	103,984.00
<i>TOTAL HOUSING ASSISTANCE PRO</i>		42,000.00	42,000.00	34,878.00	(7,122.00)	83.04	103,984.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	61,500.00	61,500.00	36,019.04			119,422.87
NET REVENUES OVER EXPENDITURE	.00	.00	18,736.69			10,111.91

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	53,519.12
TOTAL INTERGOVERNMENTAL REVE	35,000.00	35,000.00	.00	35,000.00	.00	53,519.12
TOTAL FUND REVENUE	35,000.00	35,000.00	.00			53,519.12

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	53,519.12
	<i>TOTAL FUNCTION 7</i>	35,000.00	35,000.00	.00	(35,000.00)	.00	53,519.12
	TOTAL OTHER FINANCING USES	35,000.00	35,000.00	.00	(35,000.00)	.00	53,519.12

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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			53,519.12
NET REVENUES OVER EXPENDITURE	.00	.00	.00			.00

CITY OF CAMBRIDGE
BALANCE SHEET
APRIL 30, 2015

HAP SECTION 8 VOUCHERS PROGRAM

ASSETS

905-10130	FSS-CASH WITH ESCROW AGENT	3,309.97	
905-10200	EDA OPERATING ACCT-SECTION 8	3,364.87	
	TOTAL ASSETS		6,674.84

LIABILITIES AND EQUITY

LIABILITIES

905-22000	FSS ESCROW	3,309.97	
	TOTAL LIABILITIES		3,309.97

FUND EQUITY

905-27200	RESTRICTED NET ASSETS-HAP	3,417.78	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(52.91)	
	BALANCE - CURRENT DATE	(52.91)	
	TOTAL FUND EQUITY		3,364.87
	TOTAL LIABILITIES AND EQUITY		6,674.84

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	294,371.00	294,371.00	95,109.00	199,262.00	309.51	287,652.00
TOTAL INTERGOVERNMENTAL REVE	294,371.00	294,371.00	95,109.00	199,262.00	309.51	287,652.00
<u>SOURCE 35</u>						
905-35100 FRAUD RECOVERY	.00	.00	.00	.00	.00	923.00
TOTAL SOURCE 35	.00	.00	.00	.00	.00	923.00
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	1.09	(1.09)	.00	6.81
TOTAL INTEREST	.00	.00	1.09	(1.09)	.00	6.81
TOTAL FUND REVENUE	294,371.00	294,371.00	95,110.09			288,581.81

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
HAP EXPENDITURES							
<i>HAP EXPENDITURES</i>							
905-49775-370	HAP OCCUPIED UNITS	.00	.00	94,199.00	(94,199.00)	.00	290,401.00
905-49775-371	HAP-UTILITY ALLOWANCES	.00	.00	120.00	(120.00)	.00	759.00
905-49775-372	HAP-PORTABLE PAYING OUT	.00	.00	.00	.00	.00	488.00
905-49775-375	FSS	.00	.00	844.00	(844.00)	.00	1,812.00
905-49775-377	PORT PAY OUT ADMIN FEE	.00	.00	.00	.00	.00	39.88
TOTAL HAP EXPENDITURES		.00	.00	95,163.00	(95,163.00)	.00	293,499.88
TOTAL HAP EXPENDITURES		.00	.00	95,163.00	(95,163.00)	.00	293,499.88

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	.00	.00	95,163.00			293,499.88
NET REVENUES OVER EXPENDITURE	294,371.00	294,371.00	(52.91)			(4,918.07)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	100.00	100.00	.00	100.00	.00	3,858.46
TOTAL INTEREST	100.00	100.00	.00	100.00	.00	3,858.46
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	38.40	(38.40)	.00	123.60
205-37220 RENTAL FEES	225,000.00	225,000.00	81,253.79	143,746.21	36.11	226,395.50
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	81,292.19	143,707.81	36.13	226,519.10
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	7,400.00
TOTAL TRANSFERS FROM OTHER FU	.00	.00	.00	.00	.00	7,400.00
TOTAL FUND REVENUE	225,100.00	225,100.00	81,292.19			237,777.56

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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>							
205-41930-112	EDA MEETING PAYMENTS	2,500.00	2,500.00	175.00 (2,325.00)	7.00	595.00
205-41930-122	FICA/MEDICARE (EMPLOYER)	191.00	191.00	13.39 (177.61)	7.01	45.55
	TOTAL PERSONAL SERVICES	2,691.00	2,691.00	188.39 (2,502.61)	7.00	640.55
<i>SUPPLIES</i>							
205-41930-222	RENTAL OPERATIONS EXPENSE	.00	.00	.00	.00	.00	87.61
	TOTAL SUPPLIES	.00	.00	.00	.00	.00	87.61
<i>OTHER SERVICES & CHARGES</i>							
205-41930-304	MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00 (5,000.00)	.00	.00
205-41930-331	TRAVEL/MEALS/LODGING	750.00	750.00	(4.08) (754.08) (.54)	112.97
205-41930-334	MILEAGE REIMBURSEMENT	250.00	250.00	.00 (250.00)	.00	147.84
205-41930-351	LEGAL NOTICES/ORD PUB	200.00	200.00	.00 (200.00)	.00	.00
205-41930-360	INSURANCE AND BONDS	2,800.00	2,800.00	.00 (2,800.00)	.00	1,067.47
	TOTAL OTHER SERVICES & CHARG	9,000.00	9,000.00	(4.08) (9,004.08) (.05)	1,328.28
<i>MISCELLANEOUS</i>							
205-41930-433	DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	1,000.00 (1,000.00)	50.00	250.00
205-41930-440	SCHOOLS & MEETINGS	2,050.00	2,050.00	545.00 (1,505.00)	26.59	893.00
205-41930-485	PROPERTY TAXES	3,000.00	3,000.00	.00 (3,000.00)	.00	8,830.00
205-41930-488	DOWNTOWN TASK FORCE	.00	4,379.00	.00 (4,379.00)	.00	5,620.56
205-41930-489	IND PARK MARKETING	13,600.00	20,245.00	8,834.47 (11,410.53)	43.64	12,668.53
	TOTAL MISCELLANEOUS	20,650.00	31,674.00	10,379.47 (21,294.53)	32.77	28,262.09
	TOTAL EDA ADMINISTRATION	32,341.00	43,365.00	10,563.78 (32,801.22)	24.36	30,318.53

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

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	22,907.00	22,907.00	7,035.96	(15,871.04)	30.72	19,946.37
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
205-47000-121 PERA (EMPLOYER)	1,734.00	1,734.00	527.70	(1,206.30)	30.43	1,482.84
205-47000-122 FICA/MEDICARE (EMPLOYER)	1,829.00	1,829.00	521.74	(1,307.26)	28.53	1,510.19
205-47000-131 MEDICAL/DENTAL/LIFE	6,910.00	6,910.00	3,499.98	(3,410.02)	50.65	6,004.48
205-47000-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIU	1,389.00	1,389.00	473.65	(915.35)	34.10	820.97
205-47000-154 HRA/FLEX FEES	100.00	100.00	18.05	(81.95)	18.05	34.85
TOTAL PERSONAL SERVICES	36,469.00	36,469.00	12,077.08	(24,391.92)	33.12	29,799.70
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	42.50	42.50	.00	2,271.74
205-47000-212 GASOLINE/FUEL	.00	.00	.00	.00	.00	90.15
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	7,000.00	7,000.00	2,264.10	(4,735.90)	32.34	11,157.77
TOTAL SUPPLIES	7,000.00	7,000.00	2,306.60	(4,693.40)	32.95	13,519.66
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	65.28	(1,534.72)	4.08	847.88
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	.00	(7,000.00)	.00	5,478.75
205-47000-381 ELECTRIC UTILITIES	23,010.00	23,010.00	4,793.06	(18,216.94)	20.83	16,828.67
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	1,789.47	(3,910.53)	31.39	4,643.84
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	1,761.82	(4,238.18)	29.36	4,875.04
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	1,258.00	(3,242.00)	27.96	4,109.24
TOTAL OTHER SERVICES & CHARG	47,810.00	47,810.00	9,667.63	(38,142.37)	20.22	36,783.22
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	2,500.00	2,500.00	11,013.24	8,513.24	440.53	1,484.43
205-47000-413 BNSF PARKING LOT LEASE	800.00	800.00	(1,268.66)	(2,068.66)	(158.58)	2,765.16
205-47000-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	.00	(12,000.00)	.00	8,147.61
205-47000-490 MALL CAP FUND CONTRIBUTION	50,000.00	50,000.00	.00	(50,000.00)	.00	50,000.00
205-47000-494 LANDSCAPING/FRONT EXTERIOR PR	.00	.00	.00	.00	.00	17,788.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	.00	.00	.00	.00	11,785.72
205-47000-497 SENIOR CENTER TENANT BUILDOUT	.00	.00	.00	.00	.00	88,634.86
TOTAL MISCELLANEOUS	65,300.00	65,300.00	9,744.58	(55,555.42)	14.92	180,605.78
TOTAL MALL OPERATING EXPENSE	156,579.00	156,579.00	33,795.89	(122,783.11)	21.58	260,708.36

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2015

FUND 205 - EDA ADMIN FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	188,920.00	199,944.00	44,359.67			291,026.89
NET REVENUES OVER EXPENDITURE	36,180.00	25,156.00	36,932.52			(53,249.33)

Date: 05/26/2015
Time: 14:24:01

Cambridge EDA
Check Register Detail Report
Cambridge

From: 05/01/2015 To: 05/26/2015

363,591.89

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
05/01/2015	000069	Aaron Jordan 4715.1 Hap - Occupied Unit	Payment 317.00	317.00	363,237.89	May Hap Aadland, Ashley
05/01/2015	000069	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit	Payment 529.00	1,279.00	361,958.89	May Hap Cross, Grace
		4715.1 Hap - Occupied Unit	358.00			Symanitz, Kevin F
		4715.1 Hap - Occupied Unit	392.00			Willms, Monica
05/01/2015	000069	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 306.00	651.00	361,307.89	May Hap Arneberg, Danielle M
		4715.1 Hap - Occupied Unit	345.00			Deiman, Antoinette
05/01/2015	000069	Chen Liu 4715.1 Hap - Occupied Unit	Payment 333.00	1,705.00	359,602.89	May Hap Paquette, Laurie
		4715.1 Hap - Occupied Unit	267.00			Schulz, Cynthia J
		4715.1 Hap - Occupied Unit	688.00			Voss, Breana
		4715.1 Hap - Occupied Unit	417.00			Weigel, Collin W
05/01/2015	000069	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 664.00	664.00	358,938.89	May Hap Nicholas, Judith Evelyn
05/01/2015	000069	Dudley Peno 4715.1 Hap - Occupied Unit	Payment 623.00	623.00	358,315.89	May Hap Mains, Kimberly A
05/01/2015	000069	Isanti Housing Associates LP 4715.1 Hap - Occupied Unit	Payment 439.00	937.00	357,378.89	May Hap Johnson, Charlotte Marie
		4715.1 Hap - Occupied Unit	498.00			Johnston, Shaylee
05/01/2015	000069	John Maher 4715.1 Hap - Occupied Unit	Payment 205.00	205.00	357,173.89	May Hap Diers, Scott A
05/01/2015	000069	Kestrel Meadows Townhomes 4715.1 Hap - Occupied Unit	Payment 530.00	530.00	356,643.89	May Hap Barrett, Christy
05/01/2015	000069	Ramon Salgado 4715.1 Hap - Occupied Unit	Payment 311.00	311.00	356,332.89	May Hap Walkama, Danielle K
05/01/2015	000069	Richard Berget 4715.1 Hap - Occupied Unit	Payment 162.00	162.00	356,170.89	May Hap Tschida, Joyce
05/01/2015	000069	Sunrise Court Apartments 4715.1 Hap - Occupied Unit	Payment 176.00	176.00	355,994.89	May Hap Mullens, Darice R
05/01/2015	000069	Franconia Associates 4715.1 Hap - Occupied Unit	Payment 244.00	244.00	355,750.89	May Hap Wallace, Lynnell
05/01/2015	000069	Tim Rahey Jr 4715.1 Hap - Occupied Unit	Payment 654.00	654.00	355,096.89	May Hap Kovacs, Gail
05/01/2015	000069	William Francisco	Payment 319.00	319.00	354,777.89	May Hap

Date: 05/26/2015
Time: 14:24:01

Cambridge EDA

Check Register Detail Report

Cambridge

From: 05/01/2015 To: 05/26/2015

Page: 2

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
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05/01/2015	000069	4715.1 Hap - Occupied Unit	319.00			Griffin, Deena M
		Wyoming Phase 2	Payment	337.00	354,440.89	May Hap
		4715.1 Hap - Occupied Unit	337.00			Renspe, Alicia M

19114

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Peoples Bank of Commerce
ACH Transaction Report

Batch #: 000071
 Created On: 04/29/2015

Name	Amount
Annette M. Jensen	\$273.00
Bohmer, John	\$852.00
Dean & Jennifer Bondes	\$1,100.00
Bungalows of Chisago L	\$1,425.00
Calhoun Apartments	\$868.00
Cambridge Square Assoc	\$2,008.00
Samantha Carlson	\$30.00
Chen Liu	\$5,307.00
Christine LeCuyer	\$254.00
DJ Properties of Stanc	\$477.00
Eliot Avenue Apartment	\$1,250.00
Elmer D. Harp	\$586.00
ELMSUN LLC	\$1,239.00
Erlandson - Nelson Con	\$531.00
FYP PROPERTIES	\$220.00
Robert Giffin	\$580.00
Hanson Properties	\$273.00
Haven Properties	\$316.00
Isanti Housing Associa	\$1,467.00
Isanti Village Apartme	\$964.00
Jay M. Winger	\$551.00
Jeff Halverson	\$580.00
Kathryn Dahlberg	\$725.00
Kestrel Meadows Townho	\$1,249.00
Brian Leet	\$380.00
Legacy Townhomes	\$2,177.00
Janet Nielsen	\$663.00
Lindstrom Parkview Ass	\$305.00
Mann, Cheryl	\$550.00
Meadows Edge MN L Part	\$37.00
Allen Moulton	\$523.00
Multi-Investments, LLC	\$358.00
Loral Myers	\$278.00
Normandy Townhomes	\$1,140.00
North Branch Senior Ho	\$678.00
Northern Management	\$800.00
Oakhurst Apartments	\$708.00
Oakridge Apartments	\$684.00
Oakview Terrace Townho	\$2,214.00

Peoples Bank of Commerce
ACH Transaction Report

Batch #: 000071
Created On: 04/29/2015

<u>Name</u>	<u>Amount</u>
Peter Maus	\$1,036.00
Randall Propp	\$465.00
Robert Blaisdell-Blais	\$432.00
Robert Mattson	\$581.00
Robert & Linnea Steman	\$541.00
Ordeen Splittstoser	\$843.00
Steve Baker	\$845.00
Steven L Blazevik	\$1,049.00
Paul & Bethany Stiles	\$733.00
Sunrise Court Apartmen	\$1,566.00
Taylor's Falls Villas	\$463.00
Thomas Olin	\$277.00
Tim Rahey Jr	\$804.00
Tower Terrace Limited	\$2,350.00
Wayne Knutson	\$589.00
Wyoming Phase 1	\$1,056.00
Wyoming Phase 2	\$1,277.00
Cambridge EDA	\$-49,528.00
Batch Total:	\$0.00

Peoples Bank of Commerce
ACH Transaction Report

Batch #: 000072
Created On: 04/29/2015

<u>Name</u>	<u>Amount</u>
Chen Liu	\$634.00
Cambridge EDA	\$-634.00
Batch Total:	\$0.00

<p>CAMBRIDGE EDA MEETING</p> <p>June 1, 2015</p> <p>BILLS LIST</p>
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Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	4/29/2015	99558 - 99599	10,446.29
Prepaid Checks	5/6/2015	99615 - 99660	7,066.69
Prepaid Checks	5/13/2015	99676 - 99715	2,033.38
Prepaid Checks	5/20/2015	99746 - 99770	417.32

Prepaid Totals	<u>19,963.68</u>
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TOTAL SUBMITTED FOR APPROVAL

\$19,963.68

Vendor	Vendor Name	Description	Net Invoice Amount
1661	East Central Sanitation	Trash Removal - Bridge Park	143.12
1661	East Central Sanitation	Trash Removal - 180 Buchanan St N	314.50
Total 1661:			457.62
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
3421	Marv's True Value	Season change over - Tractor and Mower	292.82
Total 3421:			292.82
3521	Menards	Repair & Maint Supp - Mall	26.52
3521	Menards	Repair & Maint Supp Credit - Mall	26.52-
3521	Menards	Repair & Maint Supp - Mall	26.52
3521	Menards	Materials - Bridge Park	84.94
Total 3521:			111.46
4011	NAC Mechanical & Electrical	Heat Exchanger Replacements - Mall	4,438.04
Total 4011:			4,438.04
5391	TM Johnson Bros., Inc.	Hot Water Piping - Mall	4,885.00
Total 5391:			4,885.00
5401	Target Bank	Materials Operating Supplies	117.53
Total 5401:			117.53
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
Total 5801:			16.32
5836	Vintage Lock	Repair Panic Device - Mall	125.00
Total 5836:			125.00
Grand Totals:			10,446.29

Dated: 4/29/15

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/15	04/29/2015	99558	1661	East Central Sanitation	205-20100	457.62
04/15	04/29/2015	99561	2046	G & K Services, Inc.	205-20100	2.50
04/15	04/29/2015	99573	3421	Marv's True Value	901-20100	292.82
04/15	04/29/2015	99575	3521	Menards	901-20100	111.46
04/15	04/29/2015	99578	4011	NAC Mechanical & Electrical	205-20100	4,438.04
04/15	04/29/2015	99590	5401	Target Bank	901-20100	117.53
04/15	04/29/2015	99593	5391	TM Johnson Bros., Inc.	205-20100	4,885.00
04/15	04/29/2015	99595	5801	Verizon Wireless	205-20100	16.32
04/15	04/29/2015	99599	5836	Vintage Lock	205-20100	125.00
Grand Totals:						10,446.29

Vendor	Vendor Name	Description	Net Invoice Amount
951	Cambridge True Value	Repair & Maint Supplies - Mall	21.00
	Total 951:		21.00
1201	Cliff's Vacuum	Repair & Maint Supplies - Vacuum	58.49
	Total 1201:		58.49
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2421	Redpath and Company	Completion of 2014 Financial & Federal Single	2,000.00
2421	Redpath and Company	Completion of 2014 Financial & Federal Single	2,000.00
	Total 2421:		4,000.00
2631	Isanti County Auditor	2015 Property Taxes 15.041.0660	1,826.00
	Total 2631:		1,826.00
3056	Lake Superior Laundry Inc.	Mall Rugs	42.20
	Total 3056:		42.20
5191	SPEW Health Plan	Health Insurance Premium - June	616.50
	Total 5191:		616.50
5601	TR Computer Sales LLC	Computer Consulting - Bridge Park	500.00
	Total 5601:		500.00
	Grand Totals:		7,066.69

Dated: 5/6/15

City Treasurer: Caroline Howe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/15	05/06/2015	99615	951	Cambridge True Value	205-20100	21.00
05/15	05/06/2015	99617	1201	Cliff's Vacuum	205-20100	58.49
05/15	05/06/2015	99624	2046	G & K Services, Inc.	205-20100	2.50
05/15	05/06/2015	99632	2631	Isanti County Auditor-Treasurer	205-20100	1,826.00
05/15	05/06/2015	99635	3056	Lake Superior Laundry Inc.	205-20100	42.20
05/15	05/06/2015	99648	2421	Redpath and Company	902-20100	4,000.00
05/15	05/06/2015	99654	5191	SPEW Health Plan	205-20100	616.50
05/15	05/06/2015	99660	5601	TR Computer Sales LLC	901-20100	500.00
Grand Totals:						<u>7,066.69</u>

Vendor	Vendor Name	Description	Net Invoice Amount
1291	Conway Data, Inc.	Site Selection Magazine Ad	1,500.00
Total 1291:			1,500.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	179.09
Total 2411:			179.09
2456	Housing Data Systems	MTCS Transmittal Service 04/01/15-06/30/15	120.00
Total 2456:			120.00
3501	MEI Total Elevator Solutions	May Service Billing	218.77
Total 3501:			218.77
3521	Menards	Repair & Maint Supp - Mall	10.67
Total 3521:			10.67
5056	SelectAccount	Participant Fees - May	2.35
Total 5056:			2.35
Grand Totals:			2,033.38

Dated: 5/13/15

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/15	05/13/2015	99676	1291	Conway Data, Inc.	205-20100	1,500.00
05/15	05/13/2015	99689	2046	G & K Services, Inc.	205-20100	2.50
05/15	05/13/2015	99693	2411	Hillyard / Minneapolis	205-20100	179.09
05/15	05/13/2015	99694	2456	Housing Data Systems	901-20100	120.00
05/15	05/13/2015	99703	3501	MEI Total Elevator Solutions	901-20100	218.77
05/15	05/13/2015	99704	3521	Menards	205-20100	10.67
05/15	05/13/2015	99715	5056	SelectAccount	205-20100	2.35
Grand Totals:						<u>2,033.38</u>

Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2986	Konica Minolta Business	BIZHUB C650 Printer/Copier - Copy Charge	19.12
	Total 2986:		19.12
3056	Lake Superior Laundry Inc.	Mall Rugs	42.20
	Total 3056:		42.20
3521	Menards	Repair & Maint Supp - Mall	124.50
	Total 3521:		124.50
5431	Ted's Complete Appliance	Repair Dryer - Bridgepark Apts	99.00
5431	Ted's Complete Appliance	Repair Refrigerator - Bridgepark Apts	130.00
	Total 5431:		229.00
	Grand Totals:		417.32

Dated: 5/20/15

City Treasurer: Caroline McE

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/15	05/20/2015	99746	2046	G & K Services, Inc.	205-20100	2.50
05/15	05/20/2015	99754	2986	Konica Minolta Business	901-20100	19.12
05/15	05/20/2015	99755	3056	Lake Superior Laundry Inc.	205-20100	42.20
05/15	05/20/2015	99758	3521	Menards	205-20100	124.50
05/15	05/20/2015	99770	5431	Ted's Appliance	901-20100	229.00
Grand Totals:						<u>417.32</u>

Date: June 1, 2015
To: EDA Board of Commissioners
From: Marilyn Fromm, Housing Supervisor
Re: Report on EDA Housing Operations

Bridges:

- Submitted May payment request. Funding has been closely monitored throughout the 2013-2015 biennium. The end of our funding period, (June 30) we will have \$439 remaining.
- Program will be transferring to Mora HRA September 1, 2015.

Section 8

- We received our SEMAP (Section Eight Management Assessment Program) score for 2014. We received 96% which rates us as a High Performer.
- Contract with Mora for Section 8 administration is going well. Mora Board is pleased with the contract thus far as well. We will continue to work on smoothing out minor implementation issues.

Public Housing:

- Residents seem to be adjusting well with staff being on site only part time. Staff receives minimal amount of calls.
- Residents are enjoying time outdoors and are using the barbecue grill.
- One tenant residing in large apartment will be moving on June 30. Tenant in smaller unit will transfer to the larger unit. Applications are being processed for the unit that will be vacated.

Capital Project

- Staff is soliciting proposals to replace 80 bi-fold closet doors at Bridge Park Apartments.

Resident Meeting - Guest Speakers

1. Tuesday, May 20, 2015 - 2 pm.
2. Resident fund report :
Bank: \$ 329.86
3. Resident activity update:
 - ✓ **Introduce/welcome any new tenants**
 - ✓ **Discussion on gardening** – need new dirt for garden. (Three yards of dirt with cow manure was ordered and delivered).
 - ✓ **Barbecue** planned for Memorial week-end?
 - ✓ **Air conditioners** – take covers off & clean filter before turning on. For best performance filters should be cleaned once a month if used a lot, if you don't use it often, once every two months. It is recommended that AC not be set lower than 68 degrees. Turn off or set on low when you are gone. If anyone needs help taking covers off or cleaning their filters, please fill out a work order and staff will assist you.
 - ✓ **Fire drill** – Sometime in June. (After the detour.)
 - ✓ **SafeLink** – hand out information on free wireless phone program.
 - ✓ **House rule:** Tenants are to wear shoes, slippers or flip flops when walking around the building.
 - ✓ **Guests** are not permitted to be here more than 14 days in a year without prior authorization from management.
 - ✓ **Close windows** in the common areas (Laundry & Community Room) before leaving for security purposes and in case it rains.
 - ✓ **Capital projects** – After conducting our annual inspections staff felt that closet doors are needed to be replaced before counter tops. Currently bids are being solicited for this work. We will start replacing them on two floors (approximately 80 doors.) Tenants will be notified when this project begins. Due to detour, parking lot work will be delayed until later.
 - ✓ **Next Board meeting** –Monday, June 1, 2015, at the City Hall immediately following the City Council meeting. Everyone is welcome
4. **Next tenant meeting:** To be announced

Discussed:

- Two lights are out in the parking lot – staff has contacted City to replace these lights.
- Sink in laundry room – new sink and faucet for hand wash laundry has been ordered and will be installed when they arrive.
- Two new doors have been ordered for the gazebo. The current ones have been broken from bikes being stored, and taken in and out of the gazebo during the construction of garage.

Prepared by: Caroline Moe

Background:

Due to staff availability issues, we were unable to hold the June 1, 2015 Council meeting at Bridge Park. As a result, staff recommends that the July 6, 2015 at Bridge Park at 2:45 pm.

Recommendation

Approve meeting time and place amendment to EDA schedule for 2015 to reflect next EDA meeting on July 6, 2015 at Bridge Park at 2:45 pm.