

Cambridge EDA
Meeting Announcement and Agenda
MONDAY, MAY 4, 2015
EDA MEETING WILL BEGIN AFTER CITY COUNCIL MEETING ADJOURNS.
CITY COUNCIL MEETING BEGINS AT 3:00 PM.
CAMBRIDGE CITY CENTER
300 3RD AVENUE NE

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 EDA meeting minutes (p. 2)
 - B. Approve EDA Draft Financial Statements (p. 4)
 - C. Housing Div Bills check #16710 and ACH transactions totaling \$69,121.54 (p. 33)
 - D. Approve EDA Admin Division bills checks #99296 - #99517 totaling \$9,373.79 (p. 37)
 - E. Housing Supervisor Report (p. 47)
 - F. Approve Resolution R15-001 Amending 2015 EDA Admin Budget (p. 48)
 - G. Solicit bids for capital projects (p. 50)
4. New Business
 - A.
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.

**Cambridge Economic Development Authority (EDA)
Regular Meeting Minutes
April 6, 2015**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, April 6, 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 and City Planner Marcia Westover

Call to Order

Morin called the meeting to order at 6:49 pm.

Approval of Agenda

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

Consent Agenda

Morin removed F for further discussion. Kafer moved, seconded by Iverson, to approve the consent agenda items A – E and G as presented:

- A. Approve EDA meeting minutes
- B. Approve EDA February 2015 Draft Financial Statements
- C. Approve Housing Division bills check #16709 and ACH transactions totaling \$57,923.00
- D. Approve EDA Admin Division bills checks #99021 - #99288 totaling \$8,431.
- E. Housing Supervisor Report
- G. Approve two month extension of Bridge's contract with Minnesota Housing Finance Agency

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

- F. Approve amended lease language for the Pregnancy Resource Center

Morin stated he would like page 55, item 28 amended to from two weeks to ten business days.

Palmer moved, seconded by Kafer to approve the lease as amended. Motion passed unanimously.

New Business

Policy for City Center Mall Rentals to Tenants

Westover asked if the Board had any questions on the City Center Mall Rental Policy that was included in the staff report.

Westover explained staff has changed the policy to a period of ten days instead of two weeks. Morin recommended having Attorney Squires review the language and add a first right of refusal. Woulfe stated the landlord should propose the lease rates, not the tenant. Woulfe stated she felt this was a waste of the attorneys time and rates. Woulfe recommended to clean up the language

Iverson moved, seconded by Palmer to approve the proposed policy as amended by changing the time line from two weeks to ten days. Kafer asked to add into the motion to strike out the send to the last sentence. Iverson and Palmer agreed to the amendment of the motion. Motion passed unanimously.

Unfinished Business

There was no unfinished business.

Adjournment

Kafer moved, seconded by Iverson, to adjourn the meeting at 6:59 p.m. The motion passed unanimously.

Joe Morin, President

ATTEST:

Lynda J. Woulfe, Executive Director

DRAFT

CITY OF CAMBRIDGE
BALANCE SHEET
MARCH 31, 2015

LOW RENT PROGRAM-BRIDGE PARK

ASSETS

901-10102	INVESTMENTS--PBC	316,428.96	
901-10103	INVESTMENTS-MINNCO	16,272.68	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	221,766.62	
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)	
		<hr/>	
	TOTAL ASSETS		<u>999,524.43</u>

LIABILITIES AND EQUITY

LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	3,623.83	
901-21650	ACCRUED VACATION & SICK PAY	37,662.56	
901-22600	TENANT SECURITY DEPOSITS	22,461.01	
		<hr/>	
	TOTAL LIABILITIES		63,747.40

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	<hr/> 20,273.12	
	BALANCE - CURRENT DATE	<hr/> 20,273.12	
	TOTAL FUND EQUITY		<u>935,777.03</u>
	TOTAL LIABILITIES AND EQUITY		<u>999,524.43</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	18,839.00	51,161.00	371.57	74,818.00
TOTAL INTERGOVERNMENTAL REVE	70,000.00	70,000.00	18,839.00	51,161.00	371.57	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	520.73	979.27	288.06	2,116.75
TOTAL INTEREST & MISC INCOME	1,600.00	1,600.00	520.73	1,079.27	288.06	2,391.75
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	145,000.00	145,000.00	40,444.00	104,556.00	358.52	148,580.66
901-37221 LAUNDRY INCOME BRIDGE PARK	6,000.00	6,000.00	1,794.00	4,206.00	334.45	6,587.50
TOTAL RENTAL INCOME	151,000.00	151,000.00	42,238.00	108,762.00	692.97	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	61,597.73			285,897.03

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	3,839.56	27,208.44	808.63	.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	4,681.78	2,254.85
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	525.12	1,849.88	452.28	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	.00	266.00	.00	215.79
TOTAL PERSONAL SERVICES	35,992.00	35,992.00	7,437.68	28,554.32	483.91	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	.00	3,000.00	.00	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	1,130.88	1,869.12	265.28	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	1,130.88	5,419.12	579.19	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	104.84	2,895.16	2,861.50	669.71
901-49500-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	1,658.00	(658.00)	60.31	410.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00	500.00	.00	.00
TOTAL MISCELLANEOUS	6,500.00	6,500.00	1,762.84	4,737.16	368.72	1,079.71
TOTAL LOW RENT ADMINISTRATION	50,542.00	50,542.00	10,331.40	40,210.60	489.21	44,629.99

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	774.21	(574.21)	25.83	403.45
<i>TOTAL SUPPLIES</i>		<u>200.00</u>	<u>200.00</u>	<u>774.21</u>	<u>(574.21)</u>	<u>25.83</u>	<u>403.45</u>
TOTAL LOW RENT TENANT SERVICE		<u><u>200.00</u></u>	<u><u>200.00</u></u>	<u><u>774.21</u></u>	<u><u>(574.21)</u></u>	<u><u>25.83</u></u>	<u><u>403.45</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	868.34	38,662.79
901-49700-103 MAINT PT EMPLOYEES - REGULAR	.00	.00	4,831.68	(4,831.68)	.00	.00
901-49700-121 PERA (EMPLOYER)	1,868.00	1,868.00	43.78	1,824.22	4,266.79	2,806.78
901-49700-122 FICA/MEDICARE (EMPLOYER)	1,971.00	1,971.00	596.61	1,374.39	330.37	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	.00	1,190.00	.00	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	8,439.11	22,353.89	364.88	56,390.94
<i>SUPPLIES</i>						
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	472.84	3,927.16	930.55	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	472.84	4,127.16	972.84	3,681.68
<i>OTHER SERVICES AND CHARGES</i>						
901-49700-304 CONTRACT COSTS	16,000.00	16,000.00	5,127.98	10,872.02	312.01	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	8,577.15	27,122.85	416.22	29,874.16
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	2,813.98	7,386.02	382.56	8,300.42
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	1,788.01	4,211.99	335.57	7,286.53
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	463.93	1,636.07	452.65	2,055.32
TOTAL OTHER SERVICES AND CHA	94,400.00	94,400.00	18,571.05	75,828.95	508.32	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	255.85	6,246.00
TOTAL LOW RENT MAINTENANCE	206,858.00	206,858.00	30,219.00	176,639.00	684.53	201,860.66

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 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	<u>257,600.00</u>	<u>257,600.00</u>	<u>41,324.61</u>			<u>246,894.10</u>
NET REVENUES OVER EXPENDITURE	<u>.00</u>	<u>.00</u>	<u>20,273.12</u>			<u>39,002.93</u>

CITY OF CAMBRIDGE
 BALANCE SHEET
 MARCH 31, 2015

SECTION 8 VOUCHERS PROGRAM

ASSETS

902-10010	CASH AND INVESTMENTS	740.12	
902-10200	EDA OPERATING ACCT-SECTION 8	59,413.35	
902-16450	FURN, EQUIP, MACH-ADMIN	4,475.39	
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(4,475.39)	
	TOTAL ASSETS		<u>60,153.47</u>

LIABILITIES AND EQUITY

LIABILITIES

902-20200	ACCOUNTS PAYABLE	<u>10,400.54</u>	
	TOTAL LIABILITIES		10,400.54

FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS	47,257.42	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>2,495.51</u>	
	BALANCE - CURRENT DATE	<u>2,495.51</u>	
	TOTAL FUND EQUITY		<u>49,752.93</u>
	TOTAL LIABILITIES AND EQUITY		<u>60,153.47</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	9,503.00	30,497.00	420.92	39,773.00
TOTAL INTERGOVERNMENTAL REVE		40,000.00	40,000.00	9,503.00	30,497.00	420.92	39,773.00
<u>RENTAL INCOME</u>							
902-35000	PORTABLE ADMIN FEE	.00	.00	6,393.53	(6,393.53)	.00	25,350.74
902-35100	FRAUD RECOVERY INCOME	.00	.00	.00	.00	.00	923.00
TOTAL RENTAL INCOME		.00	.00	6,393.53	(6,393.53)	.00	26,273.74
<u>INTEREST</u>							
902-36210	INTEREST EARNINGS-ADMIN FUNDS	.00	.00	12.29	(12.29)	.00	52.04
TOTAL INTEREST		.00	.00	12.29	(12.29)	.00	52.04
TOTAL FUND REVENUE		<u>40,000.00</u>	<u>40,000.00</u>	<u>15,908.82</u>			<u>66,098.78</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	.00	31,062.35
902-49500-121 PERA (EMPLOYER)	.00	.00	.00	.00	.00	2,254.60
902-49500-122 FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	.00	2,376.28
902-49500-131 MEDICAL/DENTAL/LIFE	.00	.00	.00	.00	.00	17.28
902-49500-151 WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	.00	215.81
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	35,926.32
<i>SUPPLIES</i>						
902-49500-201 OFFICE SUPPLIES	.00	.00	.00	.00	.00	1,460.35
TOTAL SUPPLIES	.00	.00	.00	.00	.00	1,460.35
<i>OTHER SERVICES AND CHARGES</i>						
902-49500-304 LEGAL FEES	.00	.00	.00	.00	.00	15.63
902-49500-306 AUDIT FEES	3,000.00	3,000.00	.00	3,000.00	.00	3,000.00
902-49500-307 CONTRACTED SECT 8 ADMIN	36,000.00	36,000.00	13,413.31	22,586.69	268.39	.00
902-49500-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
902-49500-321 TELEPHONE	.00	.00	.00	.00	.00	1,660.84
902-49500-322 POSTAGE	.00	.00	.00	.00	.00	399.70
902-49500-331 TRAVEL/MEALS/LODGING	.00	.00	.00	.00	.00	724.28
902-49500-340 ADVERTISING	.00	.00	.00	.00	.00	76.80
TOTAL OTHER SERVICES AND CHA	39,000.00	39,000.00	13,413.31	25,586.69	290.76	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	.00	669.68
902-49500-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	310.00
902-49500-440 STAFF TRAINING	.00	.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	13,413.31	26,586.69	298.21	44,709.60

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2015

FUND 902 - SECTION 8 VOUCHERS PROGRAM

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
SECT 8 MAINTENANCE						
<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
TOTAL PERSONAL SERVICES	.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 3 MONTHS ENDING MARCH 31, 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	81,117.00	(81,117.00)	.00	341,717.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	(80,841.00)	80,841.00	.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	(276.00)	276.00	.00	(2,171.00)
<i>TOTAL HAP EXPENDITURES</i>	.00	.00	.00	.00	.00	.00
TOTAL HAP OCCUPIED UNITS	.00	.00	.00	.00	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	13,413.31			64,210.83
NET REVENUES OVER EXPENDITURE	.00	.00	2,495.51			1,887.95

CITY OF CAMBRIDGE
 BALANCE SHEET
 MARCH 31, 2015

HOUSING-OTHER BUS ACTIVITIES

<u>ASSETS</u>			
903-10102	INVESTMENTS--PBC	260,024.23	
903-10200	EDA HOUSING DIV OPERATING CASH	47,526.64	
	TOTAL ASSETS		<u>307,550.87</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
903-22200	DEFERRED REVENUE	533.42	
903-23000	MHFA FUNDING-UNEARNED	(7,578.90)	
903-23001	MHFA FUNDING CHISAGO UNEARNED	800.00	
903-23004	DEF REV-ADDITION 7E MENTAL HEA	238.00	
	TOTAL LIABILITIES		(6,007.48)
<u>FUND EQUITY</u>			
903-27200	UNRESTRICTED NET ASSETS	312,187.68	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>1,370.67</u>	
	BALANCE - CURRENT DATE	<u>1,370.67</u>	
	TOTAL FUND EQUITY		<u>313,558.35</u>
	TOTAL LIABILITIES AND EQUITY		<u>307,550.87</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	25,764.00	16,236.00	163.02	103,984.00
TOTAL INTERGOVERNMENTAL REVE	42,000.00	42,000.00	25,764.00	16,236.00	163.02	103,984.00
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	4,000.00	4,000.00	1,926.00	2,074.00	207.68	10,800.00
TOTAL CHARGES FOR SERVICES	4,000.00	4,000.00	1,926.00	2,074.00	207.68	10,800.00
<u>INTEREST & MISC INCOME</u>						
903-36210 INTEREST EARNINGS	500.00	500.00	397.32	102.68	125.84	1,606.83
TOTAL INTEREST & MISC INCOME	500.00	500.00	397.32	102.68	125.84	1,606.83
<u>OTHER REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	13,143.75
TOTAL OTHER REVENUES	15,000.00	15,000.00	.00	15,000.00	.00	13,143.75
TOTAL FUND REVENUE	61,500.00	61,500.00	28,087.32			129,534.58

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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>							
903-49500-112	BOARD PAY	2,100.00	2,100.00	175.00	1,925.00	1,200.00	.00
903-49500-122	FICA/MEDICARE (EMPLOYER)	.00	.00	13.39	(13.39)	.00	.00
	<i>TOTAL FUNCTION 1</i>	<u>2,100.00</u>	<u>2,100.00</u>	<u>188.39</u>	<u>1,911.61</u>	<u>1,114.71</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	253.47	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>253.47</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>952.65</u></u>	<u><u>1,647.35</u></u>	<u><u>272.92</u></u>	<u><u>868.71</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2015

FUND 903 - HOUSING-OTHER BUS ACTIVITIES

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER HOUSING BUS ACTIV-MAINT</i>							
<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 3 MONTHS ENDING MARCH 31, 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	25,764.00	16,236.00	163.02	103,984.00
<i>TOTAL HAP EXPENDITURES</i>		<u>42,000.00</u>	<u>42,000.00</u>	<u>25,764.00</u>	<u>16,236.00</u>	<u>163.02</u>	<u>103,984.00</u>
TOTAL HOUSING ASSISTANCE PRO		<u>42,000.00</u>	<u>42,000.00</u>	<u>25,764.00</u>	<u>16,236.00</u>	<u>163.02</u>	<u>103,984.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	26,716.65			119,422.67
NET REVENUES OVER EXPENDITURE	.00	.00	1,370.67			10,111.91

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	<u>35,000.00</u>	<u>35,000.00</u>	<u>.00</u>			<u>53,519.12</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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 3 MONTHS ENDING MARCH 31, 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
MARCH 31, 2015

HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT	3,309.97	
905-10200	EDA OPERATING ACCT-SECTION 8	3,547.56	
	TOTAL ASSETS		<u>6,857.53</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW	3,309.97	
	TOTAL LIABILITIES		3,309.97
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	3,417.78	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	129.78	
	BALANCE - CURRENT DATE	129.78	
	TOTAL FUND EQUITY		<u>3,547.56</u>
	TOTAL LIABILITIES AND EQUITY		<u>6,857.53</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	71,981.00	222,390.00	408.96	287,652.00
	TOTAL INTERGOVERNMENTAL REVE	294,371.00	294,371.00	71,981.00	222,390.00	408.96	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	.78	(.78)	.00	6.81
	TOTAL INTEREST	.00	.00	.78	(.78)	.00	6.81
	TOTAL FUND REVENUE	<u>294,371.00</u>	<u>294,371.00</u>	<u>71,981.78</u>			<u>288,581.81</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2015

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	.00	.00	70,919.00	(70,919.00)	.00	290,401.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	90.00	(90.00)	.00	759.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	.00	.00	.00	488.00
905-49775-375 FSS	.00	.00	843.00	(843.00)	.00	1,812.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	.00	.00	.00	39.88
<i>TOTAL HAP EXPENDITURES</i>	<u>.00</u>	<u>.00</u>	<u>71,852.00</u>	<u>(71,852.00)</u>	<u>.00</u>	<u>293,499.88</u>
TOTAL HAP EXPENDITURES	<u><u>.00</u></u>	<u><u>.00</u></u>	<u><u>71,852.00</u></u>	<u><u>(71,852.00)</u></u>	<u><u>.00</u></u>	<u><u>293,499.88</u></u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 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	71,852.00			293,499.88
NET REVENUES OVER EXPENDITURE	294,371.00	294,371.00	129.78			(4,918.07)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	.00	.00	.00	123.60
205-37220 RENTAL FEES	225,000.00	225,000.00	61,636.92	163,363.08	27.39	226,395.50
TOTAL MALL OPERATING REVENUES	225,000.00	225,000.00	61,636.92	163,363.08	27.39	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	61,636.92			237,777.56

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	.00 (750.00)	.00	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	.00 (9,000.00)	.00	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	.00	.00	.00	.00	5,620.56
205-41930-489	IND PARK MARKETING	13,600.00	13,600.00	5,630.47 (7,969.53)	41.40	12,668.53
	TOTAL MISCELLANEOUS	20,650.00	20,650.00	7,175.47 (13,474.53)	34.75	28,262.09
	TOTAL EDA ADMINISTRATION	32,341.00	32,341.00	7,363.86 (24,977.14)	22.77	30,318.53

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	5,275.17	(17,631.83)	23.03	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	395.64	(1,338.36)	22.82	1,482.84
205-47000-122 FICA/MEDICARE (EMPLOYER)	1,829.00	1,829.00	391.76	(1,437.24)	21.42	1,510.19
205-47000-131 MEDICAL/DENTAL/LIFE	6,910.00	6,910.00	2,940.94	(3,969.06)	42.56	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	.00	(1,389.00)	.00	820.97
205-47000-154 HRA/FLEX FEES	100.00	100.00	15.70	(84.30)	15.70	34.85
TOTAL PERSONAL SERVICES	36,469.00	36,469.00	9,019.21	(27,449.79)	24.73	29,799.70
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	32.50	32.50	.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	1,934.15	(5,065.85)	27.63	11,157.77
TOTAL SUPPLIES	7,000.00	7,000.00	1,966.65	(5,033.35)	28.10	13,519.66
<i>OTHER SERVICES & CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	48.96	(1,551.04)	3.06	847.68
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	3,244.89	(19,765.11)	14.10	16,828.67
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,700.00	1,376.55	(4,323.45)	24.15	4,643.84
205-47000-383 GAS UTILITIES	6,000.00	6,000.00	1,412.98	(4,587.02)	23.55	4,875.04
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	943.50	(3,556.50)	20.97	4,109.24
TOTAL OTHER SERVICES & CHARG	47,810.00	47,810.00	7,026.88	(40,783.12)	14.70	36,783.22
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	2,500.00	2,500.00	1,690.20	(809.80)	67.61	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	421.54	(64,878.46)	.65	180,605.78
TOTAL MALL OPERATING EXPENSE	156,579.00	156,579.00	18,434.28	(138,144.72)	11.77	260,708.36

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 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	188,920.00	25,798.14			291,026.89
NET REVENUES OVER EXPENDITURE	36,180.00	36,180.00	35,838.78			(53,249.33)

Peoples Bank of Commerce
ACH Transaction Report

Batch #: 000070
 Created On: 03/31/2015

<u>Name</u>	<u>Amount</u>
Annette M. Jensen	\$273.00
Bohmer, John	\$852.00
Dean & Jennifer Bondes	\$1,100.00
Bungalows of Chisago L	\$1,450.00
Calhoun Apartments	\$968.00
Cambridge Square Assoc	\$2,242.00
Samantha Carlson	\$30.00
Chen Liu	\$5,231.00
David Cobb	\$491.00
DJ Properties of Stanc	\$477.00
Eliot Avenue Apartment	\$1,250.00
Elmer D. Harp	\$586.00
ELMSUN LLC	\$1,239.00
Ertandson - 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
Mike Munsinger	\$738.00
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

*Section 8
ACH*

Peoples Bank of Commerce
ACH Transaction Report

Batch #: 000070
Created On: 03/31/2015

<u>Name</u>	<u>Amount</u>
Oakview Terrace Townho	\$2,214.00
Peter Maus	\$1,036.00
Randall Propp	\$436.00
Robert Blaisdell-Blais	\$432.00
Robert Mattson	\$581.00
Robert & Linnea Steman	\$541.00
Ordeen Spittstoser	\$843.00
Steve Baker	\$845.00
Paul & Bethany Stiles	\$733.00
Sunrise Court Apartmen	\$1,566.00
Taylor 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	\$-49,607.00
Batch Total:	\$0.00

Date: 04/27/2015
Time: 15:30:18

Cambridge EDA
Check Register Detail Report
Cambridge
From: 04/01/2015 To: 04/27/2015

332,254.17

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2015	000067	Aaron Jordan 4715.1 Hap - Occupied Unit	Payment 317.00	317.00	331,937.17	April Hap Aadland, Ashley
04/01/2015	000067	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 529.00 358.00 392.00	1,279.00	330,658.17	April Hap Cross, Grace Symanitz, Kevin F Willms, Monica
04/01/2015	000067	Calhoun Apartments 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 306.00 345.00	651.00	330,007.17	April Hap Arneberg, Danielle M Deiman, Antoinette
04/01/2015	000067	Chen Liu 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 333.00 267.00 688.00 417.00	1,705.00	328,302.17	April Hap Paquette, Laurie Schulz, Cynthia J Voss, Breana Weigel, Collin W
04/01/2015	000067	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 664.00	664.00	327,638.17	April Hap Nicholas, Judith Evelyn
04/01/2015	000067	Dudley Peno 4715.1 Hap - Occupied Unit	Payment 623.00	623.00	327,015.17	April Hap Mains, Kimberly A
04/01/2015	000067	Isanti Housing Associates LP 4715.1 Hap - Occupied Unit	Payment 498.00	498.00	326,517.17	April Hap Johnston, Shaylee
04/01/2015	000067	John Maher 4715.1 Hap - Occupied Unit	Payment 205.00	205.00	326,312.17	April Hap Diers, Scott A
04/01/2015	000067	Kestrel Meadows Townhomes 4715.1 Hap - Occupied Unit	Payment 530.00	530.00	325,782.17	April Hap Barrett, Christy
04/01/2015	000067	Ramon Salgado 4715.1 Hap - Occupied Unit	Payment 311.00	311.00	325,471.17	April Hap Walkama, Danielle K
04/01/2015	000067	Richard Berget 4715.1 Hap - Occupied Unit	Payment 162.00	162.00	325,309.17	April Hap Tschida, Joyce
04/01/2015	000067	Sunrise Court Apartments 4715.1 Hap - Occupied Unit	Payment 176.00	176.00	325,133.17	April Hap Mullens, Darice R
04/01/2015	000067	Franconia Associates 4715.1 Hap - Occupied Unit	Payment 244.00	244.00	324,889.17	April Hap Wallace, Lynnell
04/01/2015	000067	Tim Rahey Jr 4715.1 Hap - Occupied Unit	Payment 654.00	654.00	324,235.17	April Hap Kovacs, Gail
04/01/2015	000067	William Francisco 4715.1 Hap - Occupied Unit	Payment 319.00	319.00	323,916.17	April Hap Griffin, Deena M

CS

Bridges
ACH
&
Admin
Fees

Date: 04/27/2015
Time: 15:30:18

Cambridge EDA
Check Register Detail Report
Cambridge
From: 04/01/2015 To: 04/27/2015

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
04/01/2015	000067	Wyoming Phase 2 4715.1 Hap - Occupied Unit	Payment 337.00	337.00	323,579.17	April Hap Renspe, Alicia M
04/01/2015	000068	Isanti Housing Associates LP 4715.1 Hap - Occupied Unit	Payment 439.00	439.00	323,140.17	April Hap Johnson, Charlotte Marie: Hap - Occupied Unit
04/15/2015	016710	Mora HRA Admin fees - January , February and March	Payment	10,400.54	312,739.63	

19514.54

9/1/14 Budget
10400.54 Admin Fees
Jan - March

<p>CAMBRIDGE EDA MEETING May 4, 2015 BILLS LIST</p>

Disbursement Type:	Date:	Check Numbers:	Submitted For <u>Approval</u>
Prepaid Checks	4/1/2015	99296 - 99373	4,224.53
Prepaid Checks	4/8/2015	99387 - 99418	227.33
Prepaid Checks	4/15/2015	99439 - 99476	2,557.69
Prepaid Checks	4/22/2015	99486 - 99517	2,364.24
		Prepaid Totals	<hr/> <u>9,373.79</u>

TOTAL SUBMITTED FOR APPROVAL

\$9,373.79

Vendor	Vendor Name	Description	Net Invoice Amount
566	Bill's Carpet and Tile	Bridge Park Unit #303 Vinyl Flooring	828.00
566	Bill's Carpet and Tile	Bridge Park Unit #311 Vinyl Flooring	650.00
Total 566:			1,478.00
1189	Claymor Electric, LLC	Bridge Park Repairs	119.00
Total 1189:			119.00
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
2456	Housing Data Systems	ACH Interface - Rent	200.00
Total 2456:			200.00
3056	Lake Superior Laundry Inc.	Mall Rugs	42.20
Total 3056:			42.20
3501	MEI Total Elevator Solutions	March Service Billing - Bridge Park Apts	212.53
Total 3501:			212.53
3521	Menards	Materials - Bridge Park	10.47
3521	Menards	Materials - Bridge Park	9.95
Total 3521:			20.42
3829	MN Dept of Labor and Industry	Elevator Annual Operation - Bridge Park Apts	100.00
Total 3829:			100.00
4410	Pat Heiderscheid Construction Inc	Wall Repair - Unit 311 Bridge Park Apts	95.00
Total 4410:			95.00
5191	SPEW Health Plan	Health Insurance Premium - May	616.50
Total 5191:			616.50
5261	Star Quality Glass	Repair & Maint Supplies-Bridgepark Apt	805.28
Total 5261:			805.28

Vendor	Vendor Name	Description	Net Invoice Amount
5861	Walmart Community Card	Tenant Services - Bridge Park	48.24
5861	Walmart Community Card	Operating Supplies - Bridge Park	27.24
Total 5861:			75.48
Grand Totals:			4,224.53

Dated: 4/1/15

City Treasurer: Caroline Thore

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/15	04/01/2015	99296	566	Bill's Carpet and Tile	901-20100	1,478.00
04/15	04/01/2015	99302	1189	Claymor Electric, LLC	901-20100	119.00
04/15	04/01/2015	99308	1661	East Central Sanitation	205-20100	457.62
04/15	04/01/2015	99314	2046	G & K Services, Inc.	205-20100	2.50
04/15	04/01/2015	99320	2456	Housing Data Systems	901-20100	200.00
04/15	04/01/2015	99327	3056	Lake Superior Laundry Inc.	205-20100	42.20
04/15	04/01/2015	99333	3501	MEI Total Elevator Solutions	901-20100	212.53
04/15	04/01/2015	99334	3521	Menards	901-20100	20.42
04/15	04/01/2015	99338	3829	MN Dept of Labor and Industry	901-20100	100.00
04/15	04/01/2015	99348	4410	Pat Heiderscheid Construction Inc.	901-20100	95.00
04/15	04/01/2015	99354	5191	SPEW Health Plan	205-20100	616.50
04/15	04/01/2015	99359	5261	Star Quality Glass	901-20100	805.28
04/15	04/01/2015	99373	5861	Walmart Business/SYNCB	901-20100	75.48
Grand Totals:						<u>4,224.53</u>

Vendor	Vendor Name	Description	Net Invoice Amount
951	Cambridge True Value	Repair & Maint Supplies - Mall	32.59
Total 951:			32.59
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	120.85
Total 2411:			120.85
3056	Lake Superior Laundry Inc.	Mall Rugs	42.20
Total 3056:			42.20
3521	Menards	Repair & Maint Supp - Mall	26.84
Total 3521:			26.84
5056	SelectAccount	Participant fees - April	2.35
Total 5056:			2.35
Grand Totals:			227.33

Dated: 4/8/15

City Treasurer: Caroline Mve

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/15	04/08/2015	99387	951	Cambridge True Value	205-20100	32.59
04/15	04/08/2015	99397	2046	G & K Services, Inc.	205-20100	2.50
04/15	04/08/2015	99400	2411	Hillyard / Minneapolis	205-20100	120.85
04/15	04/08/2015	99406	3056	Lake Superior Laundry Inc.	205-20100	42.20
04/15	04/08/2015	99407	3521	Menards	205-20100	26.84
04/15	04/08/2015	99418	5056	SelectAccount	205-20100	2.35
Grand Totals:						227.33

Vendor	Vendor Name	Description	Net Invoice Amount
826	Cambridge Area Chamber of Com	Deposit Refund - Unit 174	585.00
Total 826:			585.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
Total 2046:			2.50
2411	Hillyard Inc.	Maintenance Supplies - Mall	17.37
2411	Hillyard Inc.	Maintenance Supplies - Mall	38.91
Total 2411:			56.28
3501	MEI Total Elevator Solutions	April Service Billing	218.77
Total 3501:			218.77
4011	NAC Mechanical & Electrical	Inspection of Rooftop Units	1,190.20
Total 4011:			1,190.20
5601	TR Computer Sales LLC	Computer Consulting - Bridge Park	375.00
Total 5601:			375.00
5861	Walmart Community Card	Tenant Services - Bridge Park	102.70
5861	Walmart Community Card	Operating Supplies - Bridge Park	27.24
Total 5861:			129.94
Grand Totals:			2,557.69

Dated: 4-15-15City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/15	04/15/2015	99439	826	Cambridge Area Chamber of Commerce	205-20100	585.00
04/15	04/15/2015	99445	2046	G & K Services, Inc.	205-20100	2.50
04/15	04/15/2015	99446	2411	Hillyard / Minneapolis	205-20100	56.28
04/15	04/15/2015	99453	3501	MEI Total Elevator Solutions	901-20100	218.77
04/15	04/15/2015	99459	4011	NAC Mechanical & Electrical	205-20100	1,190.20
04/15	04/15/2015	99473	5601	TR Computer Sales LLC	901-20100	375.00
04/15	04/15/2015	99476	5861	Walmart Business/SYNCB	901-20100	129.94
Grand Totals:						<u>2,557.69</u>

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Survey Monkey Annual Plan	204.00
	Total 969:		204.00
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.50
	Total 2046:		2.50
2986	Konica Minolta Business	BIZHUB C650 Printer/Copier - Copy Charge	25.08
	Total 2986:		25.08
3056	Lake Superior Laundry Inc.	Mall Rugs	53.00
	Total 3056:		53.00
3108	Law Bulletin Publishing Co	MN Retail & Restaurant Summit - S. Gustafson	1,500.00
	Total 3108:		1,500.00
3376	Marco, Inc	Camera Repair Live Monitoring Mode - Bridge P	49.50
	Total 3376:		49.50
3521	Menards	Repair & Maint Supp - Mall	5.16
	Total 3521:		5.16
4211	Northland Fire Protection	Annual inspection of fire alarm system - Bridge	525.00
	Total 4211:		525.00
	Grand Totals:		2,364.24

Dated: 4/22/15City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/15	04/22/2015	99486	969	Cardmember Service	205-20100	204.00
04/15	04/22/2015	99494	2046	G & K Services, Inc.	205-20100	2.50
04/15	04/22/2015	99502	2986	Konica Minolta Business	901-20100	25.08
04/15	04/22/2015	99503	3056	Lake Superior Laundry Inc.	205-20100	53.00
04/15	04/22/2015	99504	3108	Law Bulletin Publishing Co	205-20100	1,500.00
04/15	04/22/2015	99509	3376	Marco, Inc	901-20100	49.50
04/15	04/22/2015	99512	3521	Menards	205-20100	5.16
04/15	04/22/2015	99517	4211	Northland Fire Protection	901-20100	525.00
Grand Totals:						<u>2,364.24</u>

Date: May 4, 2015
To: EDA Board of Commissioners
From: Marilyn Fromm, Housing Supervisor
Re: Report on EDA Housing Operations

Bridges:

- Submitted April payment request.
- Attended semi-annual Region 7E Initiative meeting at the Government Center. Provided the Governing Board with Bridge's updated information.
- Cambridge EDA has agreed to extend our current Bridge's contract with MHFA until September 30 which will provide more time for Mora HRA to prepare for taking over the Bridge's Program.
- Purged the Bridges waiting list in April. Return letters with updated information must be sent back to EDA by May 8 or applicants will be removed from the waiting list (after contacting their case manager).
- Issued two vouchers in April. We are currently subsidizing 23 families and are on budget with our funding.

Public Housing:

- Submitted 2014 Audit to HUD.
- Conducted Bridge Park annual inspections. For the most part the units were in good condition & clean and tidy.
- No resident meeting in April.

Capital Projects

- Solicit bids for resealing/stripping the parking lot – See staff report
- Solicit bids for the replacement of closet doors in apartments – See staff report

3F Finance Department Report 5/4/15
2015 EDA Admin Special Revenue Fund Budget Amendr

3 F 1pg

Background:

The EDA Admin Special Revenue Fund accounts for economic development act Mall operations. We have historically carried over unspent marketing funds and thus, this budget amendment reflects our desire to carry over \$6,645 of unspent marketing funds to 2015. This budget revision also reflects our desire to carry over \$4,379 of unspent Downtown Task Force funds to 2015.

We recommend the following change to the EDA Special Revenue fund budgeted expenditures:

Expenditure Line Impacted	Amount of increase (decrease)	Rationale
Other Charges & Services	\$11,024.	Carryover unspent Downtown Task Force and carryover unspent marketing from 2014.
Total	\$11,024.	

Council Action

Approve Resolution EDA R15-XX amending the 2015 EDA Admin Special Revenue fund budget.

Resolution No. EDA R15-001

**RESOLUTION AMENDING THE 2015 EDA ADMINISTRATION SPECIAL REVENUE
FUND BUDGET**

WHEREAS, the Cambridge EDA passed upon Resolution R14-15 adopting the 2015 EDA Administration Budget; And

WHEREAS, for financial reporting purposes, all amendments to the EDA Administration Fund Budget are to be made in the form of Budget Amendment Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE EDA OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to enter the following budget amendments into the City's financial records:

	2015 Adopted Budget	2015 Proposed Amended Budget 5/4/15
Revenue:		
Rental & Interest Income	<u>\$225,100</u>	<u>\$225,100</u>
Expenditures:		
Personal Services	\$2,691	\$2,691
Other Charges & Services	\$29,650	\$40,674
Mall Operations	\$106,578	\$106,578
Transfer to General Fund	<u>\$50,000</u>	<u>\$50,000</u>
Total Expenditures	<u>\$188,919</u>	<u>\$199,943</u>

Adopted this 4th Day of May, 2015

Joe Morin, EDA President

Attest:

Lynda Woulfe, Executive Director

City of Cambridge EDA- Fund #205
Budget for year ended December 31, 2015

		04/24/15			
		Adopted	Proposed	YTD	Actual
		Budget	Amended	Actual	Actual
		2015	2015	2015	2014
OTHER FINANCING SOURCES					
205-36210	Interest Earnings	100	100		3,858.46
205-37200	Miscellaneous			38.40	123.60
205-37220	Rental Fees	225,000	225,000	67,215.80	226,395.50
205-37240	Marketing Grant				
205-36510	Broadband Grant				
TOTAL OTHER FINANCING SOURCES		225,100	225,100	67,254.20	230,377.56
205-39200	Transfer In	0	0		7,400.00
TOTAL TRANSFERS IN		0	0	0	7,400
TOTAL REVENUES AND TRANSFER		225,100	225,100	67,254.20	237,777.56
EDA Admin #41930					
Personal Services					
205-41930-101	Salaries				
205-41930-102	Overtime				
205-41930-112	EDA Meeting Payments	2,500	2,500	175.00	595.00
205-41930-121	PERA Employer Share				
205-41930-122	FICA/Medicare Employer Share/Emp	191	191	13.39	45.55
205-41930-131	Medical/Dental/Life Employer Share				
205-41930-151	Workers' Compensation Insurance				
Total Personal Services		2,691	2,691	188.39	640.55
Supplies					
205-41930-201	Office Supplies - Accessories	0	0	0.00	0.00
205-41930-204	Stationary, Forms and Envelopes	0	0	0.00	0.00
205-41930-209	Software Updates	0	0	0.00	0.00
205-41930-210	Miscellaneous Operating Supplies	0	0	0.00	0.00
205-41930-212	Gasoline/Fuel/Lubricants/Additivs	0	0	0.00	0.00
205-41930-221	Repair and Maintenance Supplies - V	0	0	0.00	0.00
205-41930-222	Rental Operation Expense				87.61
205-41930-240	Small Tools and Minor Equipment	0	0	0.00	0.00
Total Supplies		0	0	0.00	87.61
Other Services and Charges					
205-41930-304	Miscellaneous Professional Services	5000	5000		
205-41930-306	McComb's Study/Hotel Study				
205-41930-321	Telephone/Cellular Phones	0	0		
205-41930-331	Travel/Meals/Lodging	750	750		112.97
205-41930-334	Mileage Reimbursement	250	250		147.84
205-41930-340	Advertising				
205-41930-351	Legal Notices/Ordinance Publishing	200	200		
205-41930-360	Insurance	2800	2800		1,067.47
205-41930-381	Electric--Church				
205-41930-383	Gas--Church				
205-41930-404	Repairs and Maintenance	0	0		
205-41930-409	Maintenance Contracts - Office Equip	0	0		
205-41930-430	Miscellaneous	0	0		
205-41930-433	Dues and Subscriptions	2,000	2,000	1,000.00	250.00
205-41930-440	Schools and Meetings	2,050	2,050	545.00	893.00
205-41930-485	Property taxes on acquired land	3,000	3,000		8,830.00
205-41930-488	Downtown Task Force			4,379	5,620.56
205-41930-489	Other Contracted Services--marketing	13,600	20,245	7,334.47	12,668.53
Total Other Services and Charges		29,650	40,674	8,879.47	29,590.37
Total EDA Administration		32,341	43,365	9,067.86	30,318.53

City of Cambridge EDA- Fund #205
Budget for year ended December 31, 2015

04/24/15

	Adopted Budget <u>2015</u>	Proposed Amended Budget <u>2015</u>	YTD Actual <u>2015</u>	Actual <u>2014</u>	
Mall Management					
Personal Services					
7000-101	Salaries	22,907	22,907	7035.96	19946.37
7000-102	Overtime	1,000	1,000		
7000-121	PERA Employer Share	1,734	1,734	527.70	1482.84
7000-122	FICA/Medicare Employer Share/Employ	1,829	1,829	521.74	1510.19
7000-131	Medical/Dental/Life Employer Share	6,910	6,910	2883.48	6004.48
7000-133	Deductible Contribution	600	600		
7000-151	Workers' Compensation Insurance	1,389	1,389	473.65	820.97
7000-154	HRA/Flex Fees	100	100	18.05	34.85
Total Personal Services		<u>36,468</u>	<u>36,468</u>	<u>11460.58</u>	<u>29799.70</u>
205-47000-211	Miscellaneous Operating Supplies				
205-47000-221	Repair and Maintenance Supplies	7,000	7,000	2,152.58	13,519.66
Total Supplies		<u>7,000</u>	<u>7,000</u>	<u>2,152.58</u>	<u>13,519.66</u>
Other Services and Charges					
205-47000-321	Telephone/Cellular Phones	1,600	1,600	48.96	847.68
205-47000-351	Legal Notices/Ordinance Publishing				
205-47000-360	Insurance	7,000	7,000		5,478.75
205-47000-381	Electric Utilities	23,010	23,010	3,169.89	16,828.67
205-47000-382	Water/Wastewater Utilities	5,700	5,700	1,789.47	4,643.84
205-47000-383	Gas Utilities	6,000	6,000	1,412.98	4,875.04
205-47000-384	Refuse Hauling	4,500	4,500	943.50	4,109.24
205-47000-401	Rep & Maint.-Building/Structures	2,500	2,500	1,690.20	1,484.43
205-47000-413	BNSF Parking Lot Lease	800	800	(1,268.66)	2,765.16
205-47000-489	Other Contracted Services	12,000	12,000		8,147.61
(1) 205-47000-490	Mall Cap Fund & Gen Fund Contribu	50,000	50,000		50,000.00
205-47000-497	Senior Center Tenant Buildout				88,634.86
205-47000-493	Door project				
205-47000-494	Landscaping/Front Exterior Project				17,788.00
205-47000-495	Mall Lighting Project				
205-47000-496	Mall Capital Equipment				11,785.72
205-47000-611	Mall Cap Fund Interest Exp--Interfund loan				
Total Other Services and Charges		<u>113,110</u>	<u>113,110</u>	<u>7,786.34</u>	<u>217,389.00</u>
Total Mall Management		<u>156,578</u>	<u>156,578</u>	<u>21,399.50</u>	<u>260,708.36</u>
Total EDA Admin & Mall Management Expenditures		<u>188,919</u>	<u>199,943</u>	<u>30,467.36</u>	<u>291,026.89</u>
NET INCREASE (DECREASE) IN FUND BALANCE		<u>36,181</u>	<u>25,157</u>	<u>36,786.84</u>	<u>(53,249.33)</u>

EDA-Housing Division Meeting 5/4/15
Cambridge Economic Development Authority

Staff Report –Capital Project Proposal Solicitation

Background:

The Capital Plan previously approved by the EDA board included following projects:

- *Parking Lot Improvement including resealing & restriping. Based on recommendations from Public Works, we will seek to do this work in conjunction with resealing the parking lot at Northbound Liquor. Please note, this project will not be done until the bridge detour is over so there is more flexibility with relocating Bridge Park resident vehicles.*
- *Closet door replacement. Closet doors are over 40 years old and are in deteriorating condition.*

HUD Capital funds are available to fund these projects and must be spent within certain time frames or the funding will be lost.

Once proposals are received, they will be brought back to the board for approval before work commencing.

Board action requested:

Staff requests that the EDA Board make a motion to authorize staff to solicit proposals for parking lot improvements and closet door replacement.

Report Submitted by: Caroline Moe on behalf of Marilyn Fromm
Date 5/4/15