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**Cambridge EDA**  
Meeting Announcement and Agenda  
**MONDAY, JUNE 2, 2014**  
**EDA MEETING WILL BEGIN AFTER CITY COUNCIL MEETING ADJOURNS.**  
**CITY COUNCIL MEETING BEGINS AT 3:00 PM.**  
**BRIDGE PARK APARTMENTS**  
**121 S. FERN STREET**

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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.

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**AGENDA**

- |    |   |
|----|---|
| 1. | Call to Order   |
| 2. | Approval of Agenda (p. 1)   |
| 3. | Consent Agenda<br>A. Approve May 5, 2014 EDA meeting minutes (p. 3)<br><br>B. Approve Housing Division Bills – Check #16693 and ACH payments , totalling \$62,557.00 (p. 5)<br><br>C. Approve EDA Bills – Check #96314 to #96556 , totalling \$29,912.92 (p. 11)<br><br>D. Approve Draft April Financial Statements (p. 22)<br><br>E. Housing Supervisor Report (p. 44) |
| 4. | New Business  |
| 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)  
Special Meeting Minutes  
May 5, 2014**

Pursuant to due call and notice thereof, a special meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, May 5, 2014 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Lisa Iverson, Vice President Chris Caulk and EDA members Howard Lewis, Marlys Palmer, and Corey Bustrom

Members Absent: None

Others Present: Executive Director Lynda Woulfe and Finance Director Caroline Moe

**Call to Order**

President Iverson called the meeting to order at 6:15 pm.

**Approval of Agenda**

Caulk moved, seconded by Lewis, to approve the agenda as presented. Motion carried unanimously.

**Consent Agenda**

Bustrom moved, seconded by Palmer, to approve the consent agenda item A - D as presented:

- A. Approve April 7, 2014 EDA meeting minutes
- B. Approve Housing Division Bills – ACH & Check #16692, totalling \$65,332.10
- C. Approve EDA Bills – Check #96039 to #96306, totalling \$15,075.10
- D. Approve Draft March 2014 Financial Statements
- E. Approve the lease extension request from the Department of Employment and Economic Development (Workforce Center) for five (5) years
- F. Housing Supervisor Report
- G. Resident Meeting

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

**New Business**

***Resolution EDA R14-005 Establishing New Flat Rent Standard – Bridge Park Apts***

Moe reported on January 17, 2014 the President signed the Dept. of HUD Appropriations Act that amended the US Housing Act of 1937 to create new rules for flat rents for public housing residents. Moe explained staff is required to establish a flat rent no less than 80 percent of the fair market rent and implement no later than June 1, 2014.

Moe stated currently, the flat rent is \$450 and the fair market rent for a one-bedroom apartment is \$756. Moe explained statute limits annual rent increase to 35 percent of the existing flat rent which means the flat rent would not be increased by more than \$158. Moe noted staff checked with MN Attorney General's Office to check if there is a state statute that limits the amount of annual rent increases and was told there is not.

Moe stated the new flat rent will go into effect at the next annual recertification, May 1, 2015 and only affect residents who pay flat rent and residents who move in after June 1, 2014. Moe stated tenants currently paying flat rents will have the option to choose their rent election on income based rent or the flat rent of \$608.

Moe stated tenants were given thirty (30) days to submit a comment regarding this rent increase. Moe stated the change was discussed at the resident meeting and some concerns were expressed by those who are currently paying the flat rent but no written comments were submitted.

Bustrom moved, seconded by Caulk to approve Resolution EDA R14-005 Establishing New Flat Rent Standard – Bridge Park Apartments effective June 1, 2014. Motion passed unanimously.

#### **Unfinished Business**

There was no unfinished business.

#### **Adjournment**

Caulk moved, seconded by Lewis, to adjourn the meeting at 6:23 p.m. The motion passed unanimously.

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Lisa Iverson, President

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, Executive Director



Time: 13:22:41

# Check Register Detail Report

Cambridge

From: 05/01/2014 To: 05/22/2014

330,817.22

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
05/01/2014	000041	Aaron Jordan 4715.1 Hap - Occupied Unit	Payment 321.00	321.00	336,496.22	May Hap Aadland, Ashley
05/01/2014	000041	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 334.00 392.00	726.00	335,770.22	May Hap Cross, Grace Willms, Monica
05/01/2014	000041	Calhoun Apartments 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 291.00 330.00	621.00	335,149.22	May Hap Arneberg, Danielle M Lessman, Bobbie
05/01/2014	000041	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 329.00	329.00	334,820.22	May Hap Deiman, Antoinette
05/01/2014	000041	Chen Liu 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 340.00 447.00 270.00 604.00	1,661.00	333,159.22	May Hap Paquette, Laurie Schug, Brenda Kay Schulz, Cynthia J Voss, Breana
05/01/2014	000041	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 664.00	664.00	332,495.22	May Hap Nicholas, Judith Evelyn
05/01/2014	000041	Dudley Peno 4715.1 Hap - Occupied Unit	Payment 617.00	617.00	331,878.22	May Hap Mains, Kimberly A
05/01/2014	000041	Eliot Avenue Apartments LLC 4715.1 Hap - Occupied Unit	Payment 113.00	113.00	331,765.22	May Hap Erickson, Todd
05/01/2014	000041	Isanti Housing Associates, LP 4715.1 Hap - Occupied Unit	Payment 531.00	531.00	331,234.22	May Hap Johnston, Shaylee
05/01/2014	000041	John Maher 4715.1 Hap - Occupied Unit	Payment 198.00	198.00	331,036.22	May Hap Diers, Scott A
05/01/2014	000041	Monster Properties LLC 4715.1 Hap - Occupied Unit	Payment 499.00	499.00	330,537.22	May Hap Kovacs, Gail
05/01/2014	000041	Ramon Salgado 4715.1 Hap - Occupied Unit	Payment 237.00	237.00	330,300.22	May Hap Walkama, Danielle K. Hap - Occupied Unit
05/01/2014	000041	Richard Berget 4715.1 Hap - Occupied Unit	Payment 167.00	167.00	330,133.22	May Hap Tschida, Joyce
05/01/2014	000041	Sunrise Court Apartments 4715.1 Hap - Occupied Unit	Payment 165.00	165.00	329,968.22	May Hap Mullens, Darice R
05/01/2014	000041	Franconia Associates 4715.1 Hap - Occupied Unit	Payment 224.00	224.00	329,744.22	May Hap Wallace, Lynnell
05/01/2014	000041	Thomas Hinz 4715.1 Hap - Occupied Unit	Payment 804.00	804.00	328,940.22	May Hap Renspe, Alicia M

Time: 13:22:42

# Check Register Detail Report

Cambridge

From: 05/01/2014 To: 05/22/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
05/01/2014	000041	William Francisco 4715.1 Hap - Occupied Unit	Payment 384.00	384.00	328,556.22	May Hap Griffin, Deena M
05/01/2014	000042	Annette M. Jensen 4715.1 Hap - Occupied Unit	Payment 287.00	287.00	328,269.22	May Hap Roberts, Paula
05/01/2014	000042	Bohmer, John 4715.9 Hap - Portable Receiving	Payment 852.00	852.00	327,417.22	May Hap Brasch, Terrie L
05/01/2014	000042	Dean & Jennifer Bondeson 4715.9 Hap - Portable Receiving	Payment 1,069.00	1,069.00	326,348.22	May Hap Bobo, Shawna L
05/01/2014	000042	Brigitte Erickson 4715.1 Hap - Occupied Unit	Payment 377.00	377.00	325,971.22	May Hap White, Teresa
05/01/2014	000042	Ellen Brown 4715.94 Urp - Portable Receiving	Payment 111.00	111.00	325,860.22	May Hap Brown, Ellen
05/01/2014	000042	Bungalows of Chisago LLC 4715.1 Hap - Occupied Unit	Payment 555.00	3,900.00	321,960.22	May Hap Hubert, Jennifer
		4715.1 Hap - Occupied Unit	580.00			Johnson, Mary Jane
		4715.9 Hap - Portable Receiving	577.00			Kraus, Carian J
		4715.1 Hap - Occupied Unit	705.00			LeCuyer, Christine J
		4715.9 Hap - Portable Receiving	401.00			Luck, Jennifer Lee
		4715.1 Hap - Occupied Unit	564.00			Mapson, Diane E
		4715.1 Hap - Occupied Unit	276.00			Marohn, Gerald
		4715.1 Hap - Occupied Unit	242.00			Meyers, Colleen J
05/01/2014	000042	Calhoun Apartments 4715.1 Hap - Occupied Unit	Payment 469.00	469.00	321,491.22	May Hap Lifton, Laurie A
05/01/2014	000042	Cambridge Square Assoc. LP 4715.9 Hap - Portable Receiving	Payment 322.00	2,417.00	319,074.22	May Hap Erickson, James P
		4715.1 Hap - Occupied Unit	533.00			Falvey, Deborah
		4715.1 Hap - Occupied Unit	367.00			Longley, Christine A
		4715.1 Hap - Occupied Unit	508.00			Puffer, Michelle
		4715.9 Hap - Portable Receiving	687.00			Schibilla, Jamie
05/01/2014	000042	Chen Liu 4715.1 Hap - Occupied Unit	Payment 555.00	4,350.00	314,724.22	May Hap Banaszak, David
		4715.9 Hap - Portable Receiving	574.00			Hjelmhaug, Karen E
		4715.1 Hap - Occupied Unit	457.00			Paquette, JoAnn
		4715.9 Hap - Portable Receiving	654.00			Raasch, Alicia
		4715.9 Hap - Portable Receiving	555.00			Radke, Suzanne
		4715.1 Hap - Occupied Unit	579.00			Schaefer, Mike E
		4715.9 Hap - Portable Receiving	976.00			Troupe, Michael E
05/01/2014	000042	David Cobb 4715.9 Hap - Portable Receiving	Payment 213.00	213.00	314,511.22	May Hap Taylor, Alice H

Time: 13:22:42

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Cambridge

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Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
05/01/2014	000042	DJ Properties of Stanchfield, LLC 4715.1 Hap - Occupied Unit	Payment 416.00	416.00	314,095.22	May Hap Fischer, Cheryl A
05/01/2014	000042	Eliot Avenue Apartments LLC 4715.9 Hap - Portable Receiving 4715.9 Hap - Portable Receiving	Payment 549.00 515.00	1,064.00	313,031.22	May Hap Eickstadt, Cheryl Grabau, Jill
05/01/2014	000042	Elmer D. Harp 4715.9 Hap - Portable Receiving	Payment 774.00	774.00	312,257.22	May Hap Hart, Beth L
05/01/2014	000042	ELMSUN LLC 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit	Payment 535.00 541.00	1,076.00	311,181.22	May Hap Pittman, Cheryl Zentf, Scott
05/01/2014	000042	Erlandson - Nelson Construction 4715.1 Hap - Occupied Unit	Payment 542.00	542.00	310,639.22	May Hap Linda, Robin
05/01/2014	000042	FYP PROPERTIES 4715.9 Hap - Portable Receiving	Payment 435.00	435.00	310,204.22	May Hap Dodge, Rita
05/01/2014	000042	Steven & RyChel Gausted 4715.1 Hap - Occupied Unit	Payment 163.00	163.00	310,041.22	May Hap Straw, Linda K
05/01/2014	000042	Robert Giffin 4715.1 Hap - Occupied Unit	Payment 703.00	703.00	309,338.22	May Hap Giffin, Tammie
05/01/2014	000042	Hanson Properties 4715.1 Hap - Occupied Unit	Payment 277.00	277.00	309,061.22	May Hap Hanson, Henry P
05/01/2014	000042	Haven Properties 4715.9 Hap - Portable Receiving	Payment 296.00	296.00	308,765.22	May Hap Stroh, Kevin
05/01/2014	000042	Isanti Housing Associates, LP 4715.1 Hap - Occupied Unit 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving	Payment 387.00 500.00 542.00	1,429.00	307,336.22	May Hap Alexander, Cindy S Lynn, Christian R Washington, Katherine L
05/01/2014	000042	Isanti Village Apartments 4715.1 Hap - Occupied Unit 4715.9 Hap - Portable Receiving 4715.1 Hap - Occupied Unit	Payment 426.00 394.00 466.00	1,286.00	306,050.22	May Hap Junglen, Eunice M Stoll, Vernon L Tews, Jackie
05/01/2014	000042	Jay M. Winger 4715.1 Hap - Occupied Unit	Payment 552.00	552.00	305,498.22	May Hap Parris, Paula
05/01/2014	000042	Jeff Halverson 4715.9 Hap - Portable Receiving	Payment 631.00	631.00	304,867.22	May Hap Liberte, Ore'a Lareal
05/01/2014	000042	Kathryn Dahlberg 4715.1 Hap - Occupied Unit	Payment 661.00	661.00	304,206.22	May Hap Carlson, Samantha
05/01/2014	000042	Kestrel Meadows Townhomes	Payment 1,967.00	1,967.00	302,239.22	May Hap

Time: 13:22:42

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Cambridge

From: 05/01/2014 To: 05/22/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
		4715.9 Hap - Portable Receiving	727.00			Davis, Stacy
		4715.9 Hap - Portable Receiving	651.00			Dickinson, Kelli R
		4715.9 Hap - Portable Receiving	589.00			Trader, Amanda Joy
05/01/2014	000042	Tami R. Kullmann	Payment	21.00	302,218.22	May Hap
		4715.4 Hap - Utility Reimbursements	21.00			Kullmann, Tami R
05/01/2014	000042	Brian Leet	Payment	376.00	301,842.22	May Hap
		4715.9 Hap - Portable Receiving	376.00			Weber, Kathleen A
05/01/2014	000042	Legacy Townhomes	Payment	2,060.00	299,782.22	May Hap
		4715.1 Hap - Occupied Unit	795.00			Degerstrom, Leah
		4715.1 Hap - Occupied Unit	778.00			Parent, Cheri C
		4715.9 Hap - Portable Receiving	487.00			Schedbauer, Jennifer
05/01/2014	000042	Janet Nielsen	Payment	800.00	298,982.22	May Hap
		4715.1 Hap - Occupied Unit	800.00			Kullmann, Tami R
05/01/2014	000042	Lindstrom Parkview Assoc.	Payment	299.00	298,683.22	May Hap
		4715.9 Hap - Portable Receiving	299.00			Etchason, Paul
05/01/2014	000042	Mann, Cheryl	Payment	555.00	298,128.22	May Hap
		4715.1 Hap - Occupied Unit	555.00			Witkowski, Michelle N
05/01/2014	000042	Meadows Edge MN L Partnership	Payment	87.00	298,041.22	May Hap
		4715.9 Hap - Portable Receiving	87.00			Greenwood, Thomas J
05/01/2014	000042	Mike Munsinger	Payment	738.00	297,303.22	May Hap
		4715.9 Hap - Portable Receiving	738.00			Wells, Sheri A
05/01/2014	000042	Allen Moulton	Payment	488.00	296,815.22	May Hap
		4715.1 Hap - Occupied Unit	488.00			Thompson, Marilyn J
05/01/2014	000042	Multi-Investments, LLC	Payment	344.00	296,471.22	May Hap
		4715.1 Hap - Occupied Unit	344.00			Anderson, Debra
05/01/2014	000042	Loral Myers	Payment	281.00	296,190.22	May Hap
		4715.1 Hap - Occupied Unit	281.00			Myers, Kyle C
05/01/2014	000042	Normandy Townhomes Limited	Payment	841.00	295,349.22	May Hap
		4715.9 Hap - Portable Receiving	499.00			Matchinsky, Robert T
		4715.9 Hap - Portable Receiving	342.00			Swanson, Kathleen A
05/01/2014	000042	North Branch Senior Housing	Payment	657.00	294,692.22	May Hap
		4715.9 Hap - Portable Receiving	225.00			Castillo, Sharon
		4715.1 Hap - Occupied Unit	196.00			Fisk, Dolores M
		4715.9 Hap - Portable Receiving	236.00			Kalberg, Annette
05/01/2014	000042	Northern Management	Payment	444.00	294,248.22	May Hap
		4715.9 Hap - Portable Receiving	444.00			Zieske, Robyn
05/01/2014	000042	Oakhurst Apartments	Payment	712.00	293,536.22	May Hap

Time: 13:22:42

# Check Register Detail Report

Cambridge

From: 05/01/2014 To: 05/22/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
			354.00			Wenell, Russell
05/01/2014	000042	4715.1 Hap - Occupied Unit Oakridge Apartments	Payment 664.00	664.00	292,872.22	May Hap
05/01/2014	000042	4715.9 Hap - Portable Receiving Oakview Terrace Townhomes	Payment 487.00	3,064.00	289,808.22	May Hap
		4715.1 Hap - Occupied Unit	655.00			Bylander, Richard S
		4715.1 Hap - Occupied Unit	718.00			Cole, Barbara
		4715.9 Hap - Portable Receiving	638.00			Kennedy, Carolyn Lee
		4715.9 Hap - Portable Receiving	566.00			Rosenberg, Gwen M
		4715.9 Hap - Portable Receiving				Tipton, Mariesa A
05/01/2014	000042	Peter Maus	Payment 953.00	953.00	288,855.22	May Hap
		4715.9 Hap - Portable Receiving	953.00			Parrott, Gina M
05/01/2014	000042	PK Investment Properties, LLC	Payment 494.00	494.00	288,361.22	May Hap
		4715.1 Hap - Occupied Unit				Branville, Roger
05/01/2014	000042	Randall Propp	Payment 436.00	436.00	287,925.22	May Hap
		4715.1 Hap - Occupied Unit				Nelson, Valerie J
05/01/2014	000042	Robert Mattison	Payment 915.00	915.00	287,010.22	May Hap
		4715.1 Hap - Occupied Unit				Good, Katherine
05/01/2014	000042	Robert & Linnea Steman	Payment 541.00	541.00	286,469.22	May Hap
		4715.9 Hap - Portable Receiving				Lake, Ruth
05/01/2014	000042	Sandra Crawford	Payment 924.00	924.00	285,545.22	May Hap
		4715.9 Hap - Portable Receiving				Perry, Amber L
05/01/2014	000042	Schaefer Rentals	Payment 942.00	942.00	284,603.22	May Hap
		4715.9 Hap - Portable Receiving				Butenhoff, Bradley
05/01/2014	000042	Ordeen Splittstoser	Payment 774.00	774.00	283,829.22	May Hap
		4715.9 Hap - Portable Receiving	247.00			Bazey, Jeanne E
		4715.1 Hap - Occupied Unit	527.00			Young, Marrietta L
05/01/2014	000042	Steve Baker	Payment 536.00	536.00	283,293.22	May Hap
		4715.9 Hap - Portable Receiving	536.00			Rogalski, Lisa E
05/01/2014	000042	Paul & Bethany Stiles	Payment 665.00	665.00	282,628.22	May Hap
		4715.1 Hap - Occupied Unit				Fust, Jill
05/01/2014	000042	Sunrise Court Apartments	Payment 498.00	2,041.00	280,587.22	May Hap
		4715.9 Hap - Portable Receiving	480.00			Johnson, Richard D
		4715.1 Hap - Occupied Unit	504.00			Kubes, Kevin P
		4715.9 Hap - Portable Receiving	559.00			O'Donnell, Debra K
		4715.1 Hap - Occupied Unit				Simons, Lori J
05/01/2014	000042	Taylor Falls Villas	Payment 241.00	241.00	280,346.22	May Hap
		4715.9 Hap - Portable Receiving	241.00			Jackson, Susan



Time: 13:22:42

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Cambridge

From: 05/01/2014 To: 05/22/2014

Date	Ref Num	Payee/Split Detail	Pmt/Dep	Amount	Balance	Memo
05/01/2014	000042	4715.9 Hap - Portable Receiving	1,085.00			Brown, Ellen
		Tower Terrace Limited Partnership	Payment	2,490.00	276,771.22	May Hap
		4715.1 Hap - Occupied Unit	273.00			Dmykyszyn, Chad J
		4715.9 Hap - Portable Receiving	553.00			Holland, Kathleen
		4715.9 Hap - Portable Receiving	551.00			Jenson, Cheryl
		4715.9 Hap - Portable Receiving	686.00			Koenig, Lance L
		4715.9 Hap - Portable Receiving	427.00			Rohr, Russell
05/01/2014	000042	Wayne Knutson	Payment	585.00	276,186.22	May Hap
		4715.9 Hap - Portable Receiving	585.00			Mollinedo, Nancy
05/01/2014	000042	Wyoming Phase 1	Payment	1,013.00	275,173.22	May Hap
		4715.1 Hap - Occupied Unit	574.00			Grundhauser, Patrice
		4715.9 Hap - Portable Receiving	439.00			Rafel, Kathy
05/01/2014	000042	Wyoming Phase 2	Payment	904.00	274,269.22	May Hap
		4715.1 Hap - Occupied Unit	549.00			Darveau, Linda
		4715.1 Hap - Occupied Unit	296.00			Dillon, Tracey
		4715.9 Hap - Portable Receiving	59.00			Harrington, Tina M
05/02/2014	016693	Peoples Bank Of Commerce	Payment	9.00	274,260.22	May Hap
		1-002-4719 Fss Escrow Deposits	9.00			LeCuyer, Christine J; Fss Escrow Deposits

62551. - May Acct +  
VS total

<p>CAMBRIDGE EDA MEETING</p> <p>June 2, 2014</p> <p>BILLS LIST</p>
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<b>Disbursement Type:</b>	<b>Date:</b>	<b>Check Numbers:</b>	<b>Submitted For <u>Approval</u></b>
Prepaid Checks	4/30/2014	96314 - 96358	4,275.83
Prepaid Checks	5/7/2014	96371 - 96418	3,692.21
Prepaid Checks	5/14/2014	96427 - 96493	21,166.43
Prepaid Checks	5/21/2004	96511-96556	778.45
	Prepaid Totals		<u>29,912.92</u>
<b>TOTAL SUBMITTED FOR APPROVAL</b>			<b>\$29,912.92</b>

Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
566	Bill's Carpet and Tile	Bridge Park Unit #202 Carpet & Vinyl	1,910.00
Total 566			1,910.00
1661	East Central Sanitation	Garbage Pickup - Bridge Park	143.12
		Garbage Pickup-180 Buchanan St	314.50
Total 1661			457.62
2986	Konica Minolta Business	C650 Printer/Copier - Copies & Overage Char	25.81
		C650 Printer/Copier - Copies & Overage Char	25.82
Total 2986			51.63
3056	Lake Superior Laundry Inc.	Mall Rugs	36.80
Total 3056			36.80
3086	Landworks Construction, Inc.	Plowing - Bridge Park	80.00
		City Center Plowing	802.50
Total 3086			882.50
3421	Marv's True Value	Season change over - Tractor and Mower	261.53
		Honda Self Propelled	349.95
Total 3421			611.48
3521	Menards	Misc Operating Supplies - Bridge Park	10.43
		Misc Operating Supplies - Bridge Park	148.88
		Misc Operating Supplies - Bridge Park	11.71
		Misc Operating Supplies - Bridge Park	16.87
Total 3521			187.89
5401	Target Bank	Misc Operating Supplies	88.24
Total 5401			88.24
5886	Watson Co., Inc.	Misc Operating Supplies - Bridge Park Apts	49.67
Total 5886			49.67

Total Paid: -  
 Total Unpaid: 4,275.83  
 Grand Total: 4,275.83

Dated: 5/1/14

City Treasurer: Caroline M

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Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

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## Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/30/2014	96314	566	Bill's Carpet and Tile	901-20100	1,910.00
04/14	04/30/2014	96320	1661	East Central Sanitation	901-20100	457.62
04/14	04/30/2014	96331	2986	Konica Minolta Business	901-20100	51.63
04/14	04/30/2014	96332	3056	Lake Superior Laundry Inc.	205-20100	36.80
04/14	04/30/2014	96333	3086	Landworks Construction, Inc.	901-20100	882.50
04/14	04/30/2014	96336	3421	Mary's True Value	901-20100	611.48
04/14	04/30/2014	96339	3521	Menards	901-20100	187.89
04/14	04/30/2014	96352	5401	Target Bank	901-20100	88.24
04/14	04/30/2014	96358	5886	Watson Co., Inc.	901-20100	49.67
Totals:						<u>4,275.83</u>



Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
2046	G & K Services, Inc.	Uniform Rental	2.75
Total 2046			2.75
3501	MEI Total Elevator Solutions	May Service Billing	212.53
Total 3501			212.53
3521	Menards	Reach Tool	9.99
Total 3521			9.99
3934	Monson's Rapid Roll-off LLC	Rent of Storage Container	230.00
Total 3934			230.00
4307	Olson, Marge	Security Deposit plus Interest	177.03
Total 4307			177.03
5191	SPEW Health Plan	Health Insurance Premium - June	565.00
		Health Insurance Premium - June	847.50
		Health Insurance Premium - June	282.50
		Health Insurance Premium - June	282.50
Total 5191			1,977.50
5601	TR Computer Sales LLC	Computer Consulting - Bridge Park	781.25
Total 5601			781.25
5996	Windstream	Telephone Service - Bridge Park Apts	102.51
		Telephone Service - Bridge Park Apts	102.52
		Telephone Service - Mall	96.13
Total 5996			301.16

Total Paid: -  
 Total Unpaid: 3,692.21  
 Grand Total: 3,692.21

Dated: 5/7/14

City Treasurer: Caroline Mose

Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/14	05/07/2014	96371	2046	G & K Services, Inc.	205-20100	2.75
05/14	05/07/2014	96388	3501	MEI Total Elevator Solutions	901-20100	212.53
05/14	05/07/2014	96389	3521	Menards	205-20100	9.99
05/14	05/07/2014	96391	3934	Monson's Rapid Roll-off LLC	901-20100	230.00
05/14	05/07/2014	96396	4307	Olson, Marge	901-20100	177.03
05/14	05/07/2014	96406	5191	SPEW Health Plan	205-20100	1,977.50
05/14	05/07/2014	96411	5601	TR Computer Sales LLC	901-20100	781.25
05/14	05/07/2014	96418	5996	Windstream	901-20100	301.16
Totals:						<u>3,692.21</u>

Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
576	BJ Baas Builders, Inc.	Senior Activity Center Tenant Build-Out	20,000.00
Total 576			20,000.00
2046	G & K Services, Inc.	Uniform Rental	2.55
		Uniform Rental	2.50
Total 2046			5.05
2059	GE Capital Retail Bank	Patio Set - Bridge Park	119.99
Total 2059			119.99
2456	Housing Data Systems	MTCS Transmittal Service 4/01/14-6/30/14	60.00
		MTCS Transmittal Service 4/01/14-6/30/14	60.00
Total 2456			120.00
3376	Marco, Inc	Computer Software Issue - Bridge Park Apts	148.50
Total 3376			148.50
3521	Menards	Misc Operating Supplies - Bridge Park	18.65
		Shed Move - Bridge Park	312.34
		Shed Move - Bridge Park	26.26
Total 3521			357.25
5056	SelectAccount	Participant fees - May	2.35
		Participant fees - May	3.53
		Participant fees - May	1.17
Total 5056			7.05
5601	TR Computer Sales LLC	Computer Consulting - Bridge Park	343.75
Total 5601			343.75
5861	Walmart Business Community	Rec, Pub and other services-Bridge Park Apt	64.84
Total 5861			64.84

Total Paid: -  
 Total Unpaid: 21,166.43  
 Grand Total: 21,166.43

Dated: 5/14/14

City Treasurer:

*Caroline Moe*

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Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

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Report Criteria:

Check.GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/14	05/14/2014	96427	576	BJ Baas Builders, Inc.	205-20100	20,000.00
05/14	05/14/2014	96441	2046	G & K Services, Inc.	205-20100	5.05
05/14	05/14/2014	96442	2059	GE Capital Retail Bank	901-20100	119.99
05/14	05/14/2014	96451	2456	Housing Data Systems	901-20100	120.00
05/14	05/14/2014	96463	3376	Marco, Inc	901-20100	148.50
05/14	05/14/2014	96467	3521	Menards	901-20100	357.25
05/14	05/14/2014	96480	5056	SelectAccount	205-20100	7.05
05/14	05/14/2014	96488	5601	TR Computer Sales LLC	901-20100	343.75
05/14	05/14/2014	96493	5861	Walmart Business Community	901-20100	64.84
Totals:						<u>21,166.43</u>



Report Criteria:

Invoice.GL Acct = 20510100-20549300720, 90110100-92149700720

Vendor	Vendor Name	Description	Net Inv Amt
2046	G & K Services, Inc.	Uniform Rental	2.50
Total 2046			2.50
2986	Konica Minolta Business	C650 Printer/Copier - Copies & Overage Char	60.54
		C650 Printer/Copier - Copies & Overage Char	60.53
Total 2986			121.07
3056	Lake Superior Laundry Inc.	Mall Rugs	36.80
Total 3056			36.80
3376	Marco, Inc	Camera Repair	101.25
Total 3376			101.25
3521	Menards	Exterior Paint & Supplies - Mall	236.32
		Batteries	14.19
Total 3521			250.51
5261	Star Quality Glass	Repair & Maint Supplies - Mall	250.00
Total 5261			250.00
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
Total 5801			16.32

Total Paid: -  
 Total Unpaid: 778.45  
 Grand Total: 778.45

Dated: 5/22/14

City Treasurer: Caroline Moe

Report Criteria:

Check GL Invoice Acct () = 20510100-20549300720, 90110100-92149700496

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/14	05/21/2014	96511	2046	G & K Services, Inc.	205-20100	2.50
05/14	05/21/2014	96526	2986	Konica Minolta Business	901-20100	121.07
05/14	05/21/2014	96529	3056	Lake Superior Laundry Inc.	205-20100	36.80
05/14	05/21/2014	96533	3376	Marco, Inc	901-20100	101.25
05/14	05/21/2014	96536	3521	Menards	205-20100	250.51
05/14	05/21/2014	96547	5261	Star Quality Glass	205-20100	250.00
05/14	05/21/2014	96556	5801	Verizon Wireless	205-20100	16.32
Totals:						<u>778.45</u>

Prepared by: Caroline Moe, Director of Finance

**Monthly Financial Report**

Attached for your review is the Draft Monthly Financial Report for the four months ended April 30, 2014. Included in the Monthly Financial Report is the following component:

**Special Revenue Funds:**

Housing Division Financial Statements

EDA Admin Fund– 2014 Amended budget Compared to Actual

**EDA Board Action Requested**

1. NONE REQUIRED - For discussion only.

# CITY OF CAMBRIDGE

BALANCE SHEET

APRIL 30, 2014

## FUND 901 - LOW RENT PROGRAM-BRIDGE PARK

### ASSETS

901-10100	CASH AND INVESTMENTS	( 4.95 )	
901-10102	INVESTMENTS--PBC	314,536.55	
901-10103	INVESTMENTS-MINNCO	16,272.68	
901-10200	EDA OPERATING ACCOUNT-LOW RENT	179,801.65	
901-11500	ACCOUNTS RECEIVABLE-TENANT	75.00	
901-16100	LAND AND LAND IMPROVEMENTS	134,042.37	
901-16200	BUILDINGS AND STRUCTURES	556,187.78	
901-16250	BUILDING IMPROVEMENTS	1,062,039.93	
901-16300	SITE IMPROVEMENTS	172,180.46	
901-16350	NON-DWELLING STRUCTURES	86,400.33	
901-16400	FURNITURE, EQUIPMENT, MACH-DWE	100,854.24	
901-16450	FURN, EQUIP, MACH-ADMIN	142,082.79	
901-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	( 1,809,839.81 )	
901-16500	CONSTRUCTION IN PROGRESS	463.00	
	TOTAL ASSETS		<u>955,092.02</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

901-20100	AP ALLOCATED TO OTHER FUNDS	2,075.01	
901-21650	ACCRUED VACATION & SICK PAY	38,845.52	
901-22600	TENANT SECURITY DEPOSITS	21,733.00	
	TOTAL LIABILITIES		62,653.53

#### FUND EQUITY

901-27200	UNRESTRICTED NET ASSETS	574,945.21	
901-27300	INVESTED IN CAPITAL ASSETS	301,555.77	
901-27400	HUD OPERATING RESERVE MEMO	227,249.46	
901-27500	HUD OPERATING RESERVE CONTRA REVENUE OVER EXPENDITURES - YTD	( 227,249.46 ) 15,937.51	
	TOTAL FUND EQUITY		<u>892,438.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>955,092.02</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	25,066.00	44,934.00	35.81	69,939.00
TOTAL INTERGOVERNMENTAL REVENUES	70,000.00	70,000.00	25,066.00	44,934.00	35.81	69,939.00
<u>INTEREST &amp; MISC INCOME</u>						
901-36200 MISCELLANEOUS INCOME	71.00	71.00	20.00	51.00	28.17	.00
901-36210 INTEREST EARNINGS	1,500.00	1,500.00	539.69	960.31	35.98	2,078.96
TOTAL INTEREST & MISC INCOME	1,571.00	1,571.00	559.69	1,011.31	35.63	2,078.96
<u>RENTAL INCOME</u>						
901-37220 DWELLING RENTAL	150,000.00	150,000.00	48,563.64	101,436.36	32.38	148,053.06
901-37221 LAUNDRY INCOME BRIDGE PARK	7,000.00	7,000.00	2,275.50	4,724.50	32.51	7,603.00
TOTAL RENTAL INCOME	157,000.00	157,000.00	50,839.14	106,160.86	32.38	155,656.06
<u>OTHER FINANCING SOURCES</u>						
901-39203 TRANSFERS FROM OTHER FUNDS	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL OTHER FINANCING SOURCES	52,762.00	52,762.00	.00	52,762.00	.00	27,209.07
TOTAL FUND REVENUE	281,333.00	281,333.00	76,464.83	204,868.17	27.18	254,883.09



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT ADMINISTRATION</u>						
901-49500-101 ADMIN FULL-TIME EMPLOY-REGULAR	31,048.00	31,048.00	8,696.83 (	22,351.17)	28.01	31,222.12
901-49500-112 EDA HOUSING BOARD PAY	2,100.00	2,100.00	315.00 (	1,785.00)	15.00	2,100.00
901-49500-121 PERA (EMPLOYER)	2,251.00	2,251.00	630.57 (	1,620.43)	28.01	2,191.70
901-49500-122 FICA/MEDICARE (EMPLOYER)	2,375.00	2,375.00	689.38 (	1,685.62)	29.03	2,473.14
901-49500-131 MEDICAL/LIFE/DENTAL	52.00	52.00	5.76 (	46.24)	11.08	22.68
901-49500-151 WORKERS' COMPENSATION PREMIUMS	266.00	266.00	.00 (	266.00)	.00	158.36
901-49500-201 OFFICE SUPPLY	1,500.00	1,500.00	1,264.66 (	235.34)	84.31	1,198.02
901-49500-304 LEGAL FEES	250.00	250.00	.00 (	250.00)	.00	16.40
901-49500-306 AUDITING	3,000.00	3,000.00	3,000.00	.00	100.00	2,400.00
901-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
901-49500-321 TELEPHONE EXPENSE	2,200.00	2,200.00	492.79 (	1,707.21)	22.40	1,920.47
901-49500-322 POSTAGE	800.00	800.00	164.50 (	635.50)	20.56	488.70
901-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	51.07 (	398.93)	11.35	231.25
901-49500-340 ADVERTISING	100.00	100.00	.00 (	100.00)	.00	70.70
901-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00 (	1,500.00)	.00	1,427.50
901-49500-413 RENTALS - OFFICE EQUIPMENT	1,500.00	1,500.00	146.57 (	1,353.43)	9.77	246.58
901-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	230.00 (	1,120.00)	17.04	644.00
901-49500-440 STAFF TRAINING	500.00	500.00	.00 (	500.00)	.00	496.48
<b>TOTAL LOW RENT ADMINISTRATION</b>	<b>51,242.00</b>	<b>51,242.00</b>	<b>16,125.13 (</b>	<b>35,116.87)</b>	<b>31.47</b>	<b>47,308.10</b>
<u>LOW RENT TENANT SERVICES</u>						
901-49600-210 REC, PUB & OTHER SERVICES	200.00	200.00	( 645.79)	( 845.79)	( 322.89)	1,009.51
<b>TOTAL LOW RENT TENANT SERVICES</b>	<b>200.00</b>	<b>200.00</b>	<b>( 645.79)</b>	<b>( 845.79)</b>	<b>( 322.89)</b>	<b>1,009.51</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LOW RENT MAINTENANCE</u>						
901-49700-101 MAINT FT EMPLOYEES - REGULAR	38,645.00	38,645.00	11,878.79 (	26,766.21)	30.74	38,209.17
901-49700-121 PERA (EMPLOYER)	2,802.00	2,802.00	861.22 (	1,940.78)	30.74	2,770.05
901-49700-122 FICA/MEDICARE (EMPLOYER)	2,956.00	2,956.00	886.07 (	2,069.93)	29.98	2,848.59
901-49700-131 MEDICAL/DENTAL/LIFE	9,644.00	9,644.00	4,703.54 (	4,940.46)	48.77	8,449.27
901-49700-133 DEDUCTIBLE CONTRIBUTION	825.00	825.00	.00 (	825.00)	.00	825.01
901-49700-151 WORKERS' COMPENSATION PREMIUMS	2,245.00	2,245.00	.00 (	2,245.00)	.00	1,294.35
901-49700-154 HRA/FLEX FEES	.00	.00	24.08	24.08	.00	.00
901-49700-210 MATERIALS-OPER SUPPLIES	4,400.00	4,400.00	1,147.22 (	3,252.78)	26.07	3,471.97
901-49700-212 FUEL PURCHASE	200.00	200.00	.00 (	200.00)	.00	105.08
901-49700-304 CONTRACT COSTS	11,036.00	11,036.00	5,840.58 (	5,195.42)	52.92	11,863.49
901-49700-360 INSURANCE AND BONDS	15,000.00	15,000.00	.00 (	15,000.00)	.00	14,662.00
901-49700-370 PAYMENT IN LIEU OF TAXES	11,100.00	11,100.00	.00 (	11,100.00)	.00	11,648.00
901-49700-381 ELECTRIC UTILITIES	35,700.00	35,700.00	10,967.00 (	24,733.00)	30.72	31,221.00
901-49700-382 WATER/WASTEWATER UTILITIES	10,000.00	10,000.00	2,728.82 (	7,271.18)	27.29	8,145.39
901-49700-383 GAS UTILITIES	6,000.00	6,000.00	3,524.65 (	2,475.35)	58.74	6,453.77
901-49700-384 REFUSE HAULING	2,100.00	2,100.00	572.48 (	1,527.52)	27.26	2,047.08
901-49700-420 DEPRECIATION EXPENSE	70,000.00	70,000.00	.00 (	70,000.00)	.00	46,989.02
901-49700-430 MISCELLANEOUS & GENERAL EXP	238.00	238.00	3.53 (	234.47)	1.48	120.00
901-49700-489 OTHER CONTRACTED SERVICES	.00	.00	.00	.00	.00	212.53
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	1,910.00	1,910.00	.00	6,806.92
<b>TOTAL LOW RENT MAINTENANCE</b>	<b>229,891.00</b>	<b>229,891.00</b>	<b>45,047.98 (</b>	<b>184,843.02)</b>	<b>19.60</b>	<b>198,142.69</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>281,333.00</b>	<b>281,333.00</b>	<b>60,527.32 (</b>	<b>220,805.68)</b>	<b>21.51</b>	<b>246,460.30</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>15,937.51</b>	<b>425,673.85</b>		

# CITY OF CAMBRIDGE

BALANCE SHEET

APRIL 30, 2014

## FUND 902 - SECTION 8 VOUCHERS PROGRAM

### ASSETS

902-10100	CASH AND INVESTMENTS	(	2.61	)	
902-10200	EDA OPERATING ACCT-SECTION 8		44,663.37		
902-16450	FURN, EQUIP, MACH-ADMIN		4,475.39		
902-16460	ACCUM DEPREC-FURN,EQUIP- ADMIN	(	4,475.39	)	
	TOTAL ASSETS				<u>44,660.76</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

902-20100	AP ALLOCATED TO OTHER FUNDS		385.02		
	TOTAL LIABILITIES				385.02

#### FUND EQUITY

902-27200	UNRESTRICTED NET ASSETS		45,369.47		
	REVENUE OVER EXPENDITURES - YTD	(	1,093.73	)	
	TOTAL FUND EQUITY				<u>44,275.74</u>
	TOTAL LIABILITIES AND EQUITY				<u>44,660.76</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	45,374.00	45,374.00	11,620.00	33,754.00	25.61	35,384.00
TOTAL INTERGOVERNMENTAL REVENUES	45,374.00	45,374.00	11,620.00	33,754.00	25.61	35,384.00
<u>RENTAL INCOME</u>						
902-35000 PORTABLE ADMIN FEE	17,374.00	17,374.00	8,343.36	9,030.64	48.02	24,955.15
902-35100 FRAUD RECOVERY INCOME	.00	.00	423.00	( 423.00 )	.00	931.50
TOTAL RENTAL INCOME	17,374.00	17,374.00	8,766.36	8,607.64	50.46	25,886.65
<u>INTEREST</u>						
902-36210 INTEREST EARNINGS-ADMIN FUNDS	.00	.00	16.83	( 16.83 )	.00	52.71
TOTAL INTEREST	.00	.00	16.83	( 16.83 )	.00	52.71
<u>OTHER FINANCING SOURCES</u>						
902-39203 TRANSFERS FROM OTHER FUNDS	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL OTHER FINANCING SOURCES	4,700.00	4,700.00	.00	4,700.00	.00	.00
TOTAL FUND REVENUE	67,448.00	67,448.00	20,403.19	47,044.81	30.25	61,323.36

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SECT 8 ADMINISTRATIVE</u>						
902-49500-101 ADMIN FULL-TIME EMP - REGULAR	29,202.00	29,202.00	8,696.78	( 20,505.22 )	29.78	30,489.89
902-49500-121 PERA (EMPLOYER)	2,117.00	2,117.00	630.49	( 1,486.51 )	29.78	2,191.62
902-49500-122 FICA/MEDICARE (EMPLOYER)	2,234.00	2,234.00	665.30	( 1,568.70 )	29.78	2,312.52
902-49500-131 MEDICAL/DENTAL/LIFE	52.00	52.00	5.76	( 46.24 )	11.08	22.68
902-49500-151 WORKERS' COMPENSATION PREMIUMS	267.00	267.00	.00	( 267.00 )	.00	158.35
902-49500-201 OFFICE SUPPLIES	1,500.00	1,500.00	1,264.66	( 235.34 )	84.31	1,026.43
902-49500-304 LEGAL FEES	250.00	250.00	.00	( 250.00 )	.00	50.00
902-49500-306 AUDIT FEES	3,000.00	3,000.00	3,000.00	.00	100.00	2,400.00
902-49500-313 MARCO IT MGMT & BACKUP	.00	.00	438.00	438.00	.00	.00
902-49500-321 TELEPHONE	2,200.00	2,200.00	492.78	( 1,707.22 )	22.40	1,920.42
902-49500-322 POSTAGE	800.00	800.00	164.50	( 635.50 )	20.56	506.22
902-49500-331 TRAVEL/MEALS/LODGING	450.00	450.00	109.20	( 340.80 )	24.27	758.03
902-49500-340 ADVERTISING	188.00	188.00	.00	( 188.00 )	.00	110.70
902-49500-409 LICENSE & SUPPORT CONTRACT	1,500.00	1,500.00	.00	( 1,500.00 )	.00	1,427.50
902-49500-413 RENTALS - OFFICE EQUIPMENT	3,000.00	3,000.00	146.58	( 2,853.42 )	4.89	246.59
902-49500-433 DUES AND SUBSCRIPTIONS	1,350.00	1,350.00	130.00	( 1,220.00 )	9.63	622.50
902-49500-440 STAFF TRAINING	300.00	300.00	.00	( 300.00 )	.00	300.00
<b>TOTAL SECT 8 ADMINISTRATIVE</b>	<b>48,410.00</b>	<b>48,410.00</b>	<b>15,744.05</b>	<b>( 32,665.95 )</b>	<b>32.52</b>	<b>44,543.45</b>
<u>SECT 8 MAINTENANCE</u>						
902-49700-101 INSPECT FULL-TIME EMP- REGULAR	12,882.00	12,882.00	3,959.61	( 8,922.39 )	30.74	12,736.43
902-49700-121 PERA (EMPLOYER)	934.00	934.00	287.05	( 646.95 )	30.73	923.49
902-49700-122 FICA/MEDICARE (EMPLOYER)	985.00	985.00	295.34	( 689.66 )	29.98	949.45
902-49700-131 MEDICAL/DENTAL/LIFE	3,215.00	3,215.00	1,699.68	( 1,515.32 )	52.87	3,249.54
902-49700-133 INSURANCE DEDUCTIBLE	275.00	275.00	.00	( 275.00 )	.00	274.99
902-49700-151 WORKERS' COMPENSATION PREMIUMS	747.00	747.00	.00	( 747.00 )	.00	432.52
902-49700-154 HRA/FLEX FEES	.00	.00	9.19	9.19	.00	.00
<b>TOTAL SECT 8 MAINTENANCE</b>	<b>19,038.00</b>	<b>19,038.00</b>	<b>6,250.87</b>	<b>( 12,787.13 )</b>	<b>32.83</b>	<b>18,566.42</b>
<u>HAP OCCUPIED UNITS</u>						
902-49775-373 HAP-PORTABLE RECEIVING	.00	.00	124,392.00	124,392.00	.00	344,784.00
902-49775-374 HAP-PORTABLE RECEIV REIMB	.00	.00	( 124,890.00 )	( 124,890.00 )	.00	( 344,784.00 )
902-49775-376 URP PORT REC	.00	.00	1,509.00	1,509.00	.00	3,522.00
902-49775-378 PORT REC URP REIMB	.00	.00	( 1,509.00 )	( 1,509.00 )	.00	( 3,522.00 )
<b>TOTAL HAP OCCUPIED UNITS</b>	<b>.00</b>	<b>.00</b>	<b>( 498.00 )</b>	<b>( 498.00 )</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>67,448.00</b>	<b>67,448.00</b>	<b>21,496.92</b>	<b>( 45,951.08 )</b>	<b>31.87</b>	<b>63,109.87</b>

**CITY OF CAMBRIDGE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2014

**FUND 902 - SECTION 8 VOUCHERS PROGRAM**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ YTD ACTUAL
NET REVENUES OVER EXPENDITURES	.00	.00	( 1,093.73 )	92,995.89

# CITY OF CAMBRIDGE

BALANCE SHEET

APRIL 30, 2014

## FUND 903 - HOUSING-OTHER BUS ACTIVITIES

### ASSETS

903-10102	INVESTMENTS--PBC	258,469.14	
903-10200	EDA HOUSING DIV OPERATING CASH	36,397.15	
	TOTAL ASSETS		<u>294,866.29</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

903-20100	AP ALLOCATED TO OTHER FUNDS	282.50	
903-22200	DEFERRED REVENUE	533.42	
903-23000	MHFA FUNDING-UNEARNED	( 8,972.00 )	
903-23001	MHFA FUNDING CHISAGO UNEARNED	800.00	
903-23004	DEF REV-ADDITION 7E MENTAL HEA	238.00	
	TOTAL LIABILITIES		( 7,118.08 )

#### FUND EQUITY

903-27200	UNRESTRICTED NET ASSETS	302,075.77	
	REVENUE OVER EXPENDITURES - YTD	( 91.40 )	
	TOTAL FUND EQUITY		<u>301,984.37</u>
	TOTAL LIABILITIES AND EQUITY		<u>294,866.29</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	85,000.00	85,000.00	33,175.00	51,825.00	39.03	115,460.00
903-33440 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>85,000.00</b>	<b>85,000.00</b>	<b>33,175.00</b>	<b>51,825.00</b>	<b>39.03</b>	<b>120,333.73</b>
<u>CHARGES FOR SERVICES</u>						
903-35010 ADMIN FEES MHFA	8,000.00	8,000.00	3,400.00	4,600.00	42.50	11,080.00
903-35510 REGION 7E ADMIN FEES	.00	.00	.00	.00	.00	600.00
<b>TOTAL CHARGES FOR SERVICES</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>3,400.00</b>	<b>4,600.00</b>	<b>42.50</b>	<b>11,680.00</b>
<u>INTEREST &amp; MISC INCOME</u>						
903-36200 MISCELLANEOUS INCOME	.00	.00	.00	.00	.00	160.00
903-36210 INTEREST EARNINGS	1,000.00	1,000.00	398.11	601.89	39.81	1,570.59
<b>TOTAL INTEREST &amp; MISC INCOME</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>398.11</b>	<b>601.89</b>	<b>39.81</b>	<b>1,730.59</b>
<u>INTERGOVERNMENTAL REVENUES</u>						
903-37220 TOWER TERRACE DISTRIBUTION	15,000.00	15,000.00	.00	15,000.00	.00	14,906.75
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>.00</b>	<b>15,000.00</b>	<b>.00</b>	<b>14,906.75</b>
<b>TOTAL FUND REVENUE</b>	<b>109,000.00</b>	<b>109,000.00</b>	<b>36,973.11</b>	<b>72,026.89</b>	<b>33.92</b>	<b>148,651.07</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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>						
903-49500-201 OFFICE SUPPLY	.00	.00	16.00	16.00	.00	.00
903-49500-322 POSTAGE	.00	.00	.00	.00	.00	12.22
903-49500-331 TRAVEL/MEALS/LODGING	.00	.00	123.60	123.60	.00	326.84
903-49500-409 LICENSE & SUPPORT CONTRACT	1,038.00	1,038.00	.00	( 1,038.00)	.00	.00
903-49500-433 DUES AND SUBSCRIPTIONS	500.00	500.00	.00	( 500.00)	.00	.00
903-49500-720 TRANSFERSOUT	22,462.00	22,462.00	.00	( 22,462.00)	.00	.00
<b>TOTAL OTHER HOUSING BUS ACTIV-ADMIN</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>139.60</b>	<b>( 23,860.40)</b>	<b>.58</b>	<b>339.06</b>
<u>OTHER HOUSING BUS ACTIV-MAINT</u>						
903-49700-101 MAINT FT EMPLOYEES - REGULAR	.00	10,166.00	2,246.03	( 7,919.97)	22.09	.00
903-49700-121 PERA (EMPLOYER)	.00	737.00	185.10	( 551.90)	25.12	.00
903-49700-122 FICA/MEDICARE (EMPLOYER)	.00	778.00	188.78	( 589.22)	24.26	.00
903-49700-131 MEDICAL/DENTAL/LIFE	.00	2,797.00	1,130.00	( 1,667.00)	40.40	.00
903-49700-133 DEDUCTIBLE CONTRIBUTION	.00	275.00	.00	( 275.00)	.00	.00
903-49700-151 WORKERS' COMPENSATION PREMIUMS	.00	591.00	.00	( 591.00)	.00	.00
<b>TOTAL OTHER HOUSING BUS ACTIV-MAINT</b>	<b>.00</b>	<b>15,344.00</b>	<b>3,749.91</b>	<b>( 11,594.09)</b>	<b>24.44</b>	<b>.00</b>
<u>HOUSING ASSISTANCE PROGRAMS</u>						
903-49775-370 HAP-MHFA	85,000.00	85,000.00	33,175.00	( 51,825.00)	39.03	115,399.00
903-49775-373 HAP REGION 7E	.00	.00	.00	.00	.00	4,873.73
<b>TOTAL HOUSING ASSISTANCE PROGRAMS</b>	<b>85,000.00</b>	<b>85,000.00</b>	<b>33,175.00</b>	<b>( 51,825.00)</b>	<b>39.03</b>	<b>120,272.73</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>109,000.00</b>	<b>124,344.00</b>	<b>37,064.51</b>	<b>( 87,279.49)</b>	<b>29.81</b>	<b>120,611.79</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>.00</b>	<b>( 15,344.00)</b>	<b>( 91.40)</b>	<b>159,306.38</b>		

**CITY OF CAMBRIDGE**

BALANCE SHEET

APRIL 30, 2014

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

ASSETS

904-10200	EDA OPERATING ACCOUNT-CAPITAL	<u>37,715.00</u>	
	TOTAL ASSETS		<u><u>37,715.00</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	<u>37,715.00</u>	
	TOTAL FUND EQUITY		<u><u>37,715.00</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>37,715.00</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	.00	.00	37,715.00	( 37,715.00 )	.00	27,209.07
TOTAL INTERGOVERNMENTAL REVENUES	<u>.00</u>	<u>.00</u>	<u>37,715.00</u>	<u>( 37,715.00 )</u>	<u>.00</u>	<u>27,209.07</u>
TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>37,715.00</u>	<u>( 37,715.00 )</u>	<u>.00</u>	<u>27,209.07</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	.00	.00	.00	.00	.00	27,209.07
TOTAL OTHER FINANCING USES	.00	.00	.00	.00	.00	27,209.07
TOTAL FUND EXPENDITURES	.00	.00	.00	.00	.00	27,209.07
NET REVENUES OVER EXPENDITURES	.00	.00	37,715.00	( 37,715.00)		

# CITY OF CAMBRIDGE

BALANCE SHEET

APRIL 30, 2014

## FUND 905 - HAP SECTION 8 VOUCHERS PROGRAM

<u>ASSETS</u>			
905-10130	FSS-CASH WITH ESCROW AGENT	3,148.20	
905-10200	EDA OPERATING ACCT-SECTION 8	6,838.37	
	TOTAL ASSETS		<u>9,986.57</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
905-22000	FSS ESCROW	3,148.20	
	TOTAL LIABILITIES		3,148.20
<u>FUND EQUITY</u>			
905-27200	RESTRICTED NET ASSETS-HAP	8,335.85	
	REVENUE OVER EXPENDITURES - YTD	( 1,497.48 )	
	TOTAL FUND EQUITY		<u>6,838.37</u>
	TOTAL LIABILITIES AND EQUITY		<u>9,986.57</u>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	254,626.00	254,626.00	98,197.00	156,429.00	38.57	296,265.00
TOTAL INTERGOVERNMENTAL REVENUES	254,626.00	254,626.00	98,197.00	156,429.00	38.57	296,265.00
<u>INTERGOVERNMENTAL REVENUES</u>						
905-35100 FRAUD RECOVERY	.00	.00	423.00	( 423.00 )	.00	931.50
905-35101 FSS FORFEITURE	.00	.00	.00	.00	.00	5,728.33
TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	423.00	( 423.00 )	.00	6,659.83
<u>INTEREST</u>						
905-36211 HAP INTEREST INCOME	.00	.00	2.40	( 2.40 )	.00	18.11
TOTAL INTEREST	.00	.00	2.40	( 2.40 )	.00	18.11
TOTAL FUND REVENUE	254,626.00	254,626.00	98,622.40	156,003.60	38.73	302,942.94

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**FUND 905 - HAP OCCUPIED UNITS**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>HAP EXPENDITURES</u>						
905-49775-370 HAP OCCUPIED UNITS	254,626.00	254,626.00	98,506.00	( 156,120.00 )	38.69	295,512.00
905-49775-371 HAP-UTILITY ALLOWANCES	.00	.00	144.00	144.00	.00	879.00
905-49775-372 HAP-PORTABLE PAYING OUT	.00	.00	488.00	488.00	.00	7,197.00
905-49775-375 FSS	.00	.00	942.00	942.00	.00	3,406.00
905-49775-377 PORT PAY OUT ADMIN FEE	.00	.00	39.88	39.88	.00	624.70
<b>TOTAL HAP EXPENDITURES</b>	<u>254,626.00</u>	<u>254,626.00</u>	<u>100,119.88</u>	<u>( 154,506.12 )</u>	<u>39.32</u>	<u>307,618.70</u>
<b>TOTAL FUND EXPENDITURES</b>	<u>254,626.00</u>	<u>254,626.00</u>	<u>100,119.88</u>	<u>( 154,506.12 )</u>	<u>39.32</u>	<u>307,618.70</u>
<b>NET REVENUES OVER EXPENDITURES</b>	<u>.00</u>	<u>.00</u>	<u>( 1,497.48 )</u>	<u>310,509.72</u>		

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
INTEREST	100.00	100.00	.00	( 100.00 )	.00	5,000.00
MALL OPERATING REVENUES	225,000.00	230,000.00	80,785.85	( 149,214.15 )	35.12	236,587.85
TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	20,000.00
<b>TOTAL FUND REVENUE</b>	<b>225,100.00</b>	<b>230,100.00</b>	<b>80,785.85</b>	<b>( 149,314.15 )</b>	<b>35.11</b>	<b>261,587.85</b>
<b>EXPENDITURES</b>						
EDA ADMINISTRATION	29,341.00	45,055.00	6,988.01	38,066.99	15.51	23,220.27
MALL OPERATING EXPENSES	139,810.00	158,810.00	111,127.66	47,682.34	69.98	130,720.52
EDA ADMINISTRATION	.00	.00	.00	.00	.00	4,580.00
<b>TOTAL EDA OPERATIONS</b>	<b>169,151.00</b>	<b>203,865.00</b>	<b>118,115.67</b>	<b>85,749.33</b>	<b>57.94</b>	<b>158,520.79</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>169,151.00</b>	<b>203,865.00</b>	<b>118,115.67</b>	<b>85,749.33</b>	<b>57.94</b>	<b>158,520.79</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>55,949.00</b>	<b>26,235.00</b>	<b>( 37,329.82 )</b>	<b>( 235,063.48 )</b>		



**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**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	.00
205-36230 DONATIONS	.00	.00	.00	.00	.00	5,000.00
<b>TOTAL INTEREST</b>	<b>100.00</b>	<b>100.00</b>	<b>.00</b>	<b>100.00</b>	<b>.00</b>	<b>5,000.00</b>
<u>MALL OPERATING REVENUES</u>						
205-37200 MISCELLANEOUS	.00	.00	46.80	( 46.80 )	.00	74.35
205-37220 RENTAL FEES	225,000.00	230,000.00	80,739.05	149,260.95	35.10	236,513.50
<b>TOTAL MALL OPERATING REVENUES</b>	<b>225,000.00</b>	<b>230,000.00</b>	<b>80,785.85</b>	<b>149,214.15</b>	<b>35.12</b>	<b>236,587.85</b>
<u>TRANSFERS FROM OTHER FUNDS</u>						
205-39203 TRANSFERS FROM OTHER FUNDS	.00	.00	.00	.00	.00	20,000.00
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>20,000.00</b>
<b>TOTAL FUND REVENUE</b>	<b>225,100.00</b>	<b>230,100.00</b>	<b>80,785.85</b>	<b>149,314.15</b>	<b>35.11</b>	<b>261,587.85</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>EDA ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
205-41930-112 EDA MEETING PAYMENTS	2,500.00	2,500.00	490.00 (	2,010.00)	19.60	595.00
205-41930-122 FICA/MEDICARE (EMPLOYER)	191.00	191.00	37.51 (	153.49)	19.64	45.54
<b>TOTAL PERSONAL SERVICES</b>	<b>2,691.00</b>	<b>2,691.00</b>	<b>527.51 (</b>	<b>2,163.49)</b>	<b>19.60</b>	<b>640.54</b>
<i>SUPPLIES</i>						
205-41930-201 OFFICE SUPPLIES	.00	.00	.00	.00	.00	41.67
205-41930-212 GASOLINE/FUEL/LUBRICANTS	.00	.00	.00	.00	.00	24.42
<b>TOTAL SUPPLIES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>66.09</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-41930-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00 (	5,000.00)	.00	3,916.56
205-41930-331 TRAVEL/MEALS/LODGING	750.00	750.00	42.09 (	707.91)	5.61	108.99
205-41930-334 MILEAGE REIMBURSEMENT	250.00	250.00	147.84 (	102.16)	59.14	.00
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	1,570.19
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>9,000.00</b>	<b>9,000.00</b>	<b>189.93 (</b>	<b>8,810.07)</b>	<b>2.11</b>	<b>5,595.74</b>
<i>MISCELLANEOUS</i>						
205-41930-433 DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	250.00 (	1,750.00)	12.50	.00
205-41930-440 SCHOOLS & MEETINGS	2,050.00	2,050.00	893.00 (	1,157.00)	43.56	1,358.50
205-41930-485 PROPERTY TAXES	.00	.00	.00	.00	.00	3,630.00
205-41930-488 DOWNTOWN TASK FORCE	.00	10,000.00	.00 (	10,000.00)	.00	.00
205-41930-489 IND PARK MARKETING	13,600.00	19,314.00	5,127.57 (	14,186.43)	26.55	11,929.40
<b>TOTAL MISCELLANEOUS</b>	<b>17,650.00</b>	<b>33,364.00</b>	<b>6,270.57 (</b>	<b>27,093.43)</b>	<b>18.79</b>	<b>16,917.90</b>
<b>TOTAL EDA ADMINISTRATION</b>	<b>29,341.00</b>	<b>45,055.00</b>	<b>6,988.01 (</b>	<b>38,066.99)</b>	<b>15.51</b>	<b>23,220.27</b>
<b>MALL OPERATING EXPENSES</b>						
<i>PERSONAL SERVICES</i>						
205-47000-101 FULL-TIME EMPLOYEES - REGULAR	.00	20,333.00	4,492.15 (	15,840.85)	22.09	.00
205-47000-102 FULL-TIME EMPLOYEES - OVERTIME	.00	500.00	.00 (	500.00)	.00	.00
205-47000-121 PERA (EMPLOYER)	.00	1,510.00	370.21 (	1,139.79)	24.52	.00
205-47000-122 FICA/MEDICARE (EMPLOYER)	.00	1,594.00	377.76 (	1,216.24)	23.70	.00
205-47000-131 MEDICAL/DENTAL/LIFE	.00	5,594.00	2,272.34 (	3,321.66)	40.62	.00
205-47000-133 DEDUCTIBLE CONTRIBUTION	.00	550.00	.00 (	550.00)	.00	.00
205-47000-151 WORKERS' COMPENSATION PREMIUMS	.00	1,181.00	.00 (	1,181.00)	.00	.00
205-47000-154 HRA/FLEX FEES	.00	50.00	16.05 (	33.95)	32.10	.00
<b>TOTAL PERSONAL SERVICES</b>	<b>.00</b>	<b>31,312.00</b>	<b>7,528.51 (</b>	<b>23,783.49)</b>	<b>24.04</b>	<b>.00</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2014**

**FUND 205 - EDA ADMIN FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>SUPPLIES</i>						
205-47000-211 MISC OPERATING SERVICES	.00	.00	104.02	104.02	.00	.00
205-47000-212 GASOLINE/FUEL	.00	.00	39.29	39.29	.00	.00
205-47000-221 REPAIRS & MAINTENANCE SUPPLIES	7,000.00	7,000.00	1,712.20	( 5,287.80 )	24.46	11,881.42
<b>TOTAL SUPPLIES</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>1,855.51</b>	<b>( 5,144.49 )</b>	<b>26.51</b>	<b>11,881.42</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
205-47000-321 TELEPHONE/CELLULAR PHONES	1,600.00	1,600.00	433.42	( 1,166.58 )	27.09	1,262.40
205-47000-360 INSURANCE AND BONDS	7,000.00	7,000.00	.00	( 7,000.00 )	.00	7,568.43
205-47000-381 ELECTRIC UTILITIES	23,010.00	20,898.00	4,352.26	( 16,545.74 )	20.83	17,648.93
205-47000-382 WATER/WASTEWATER UTILITIES	5,700.00	5,200.00	1,495.48	( 3,704.52 )	28.76	4,732.98
205-47000-383 GAS UTILITIES	6,000.00	5,000.00	2,598.34	( 2,401.66 )	51.97	4,196.69
205-47000-384 REFUSE HAULING	4,500.00	4,500.00	1,264.82	( 3,235.18 )	28.11	4,412.29
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>47,810.00</b>	<b>44,198.00</b>	<b>10,144.32</b>	<b>( 34,053.68 )</b>	<b>22.95</b>	<b>39,821.72</b>
<i>MISCELLANEOUS</i>						
205-47000-401 REP & MAINT-BLDG/STRUCTURES	5,200.00	2,500.00	.00	( 2,500.00 )	.00	198.17
205-47000-413 BNSF PARKING LOT LEASE	800.00	800.00	737.19	( 62.81 )	92.15	724.73
205-47000-489 OTHER CONTRACTED SERVICES	29,000.00	9,000.00	7,574.61	( 1,425.39 )	84.16	28,094.48
205-47000-490 MALL CAP FUND CONTRIBUTION	50,000.00	50,000.00	.00	( 50,000.00 )	.00	50,000.00
205-47000-496 MALL CAPITAL EQUIPMENT	.00	14,000.00	10,087.52	( 3,912.48 )	72.05	.00
205-47000-497 SENIOR CENTER TENANT BUILDOUT	.00	.00	73,200.00	73,200.00	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>85,000.00</b>	<b>76,300.00</b>	<b>91,599.32</b>	<b>15,299.32</b>	<b>120.05</b>	<b>79,017.38</b>
<b>TOTAL MALL OPERATING EXPENSES</b>	<b>139,810.00</b>	<b>158,810.00</b>	<b>111,127.66</b>	<b>( 47,682.34 )</b>	<b>69.98</b>	<b>130,720.52</b>
<b>EDA ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
205-49300-720 TRANSFERS OUT - OPER TRANSFERS	.00	.00	.00	.00	.00	4,580.00
<b>TOTAL PERSONAL SERVICES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>4,580.00</b>
<b>TOTAL EDA ADMINISTRATION</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>4,580.00</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>169,151.00</b>	<b>203,865.00</b>	<b>118,115.67</b>	<b>( 85,749.33 )</b>	<b>57.94</b>	<b>158,520.79</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>55,949.00</b>	<b>26,235.00</b>	<b>( 37,329.82 )</b>	<b>235,063.48</b>	<b>70.28</b>	<b>103,067.06</b>

## **Agenda Item 3E**

**Date:** June 2, 2014

**To:** EDA Board of Commissioners

**From:** Marilyn Fromm, Housing Supervisor

**Re:** Report on EDA Housing Operations

### **Bridges:**

- Submitted May payment request.
- Staff will meet with Bridges transition planning team at Bridge Park Apartments on May 29 to discuss future plans for the Bridges program in our region. The Cambridge EDA will continue to administer the program until the end of the grant term- June 30, 2015. At this point, it is expected that the program will be transferred to and administered by the Mora HRA.
- Issued two vouchers for the Bridges Program (currently in a housing search).

### **Section 8:**

- Terminated one participant from the Section 8 program due to violations of program violations as well as lease infractions. The family has opportunity to appeal our decision by requesting an informal hearing.
- Section 8 families have been porting in and out of our jurisdiction.
- Submitted April VMS to HUD.
- **Transfer of the Section 8 vouchers:**  
Mora HRA Board met on Wednesday, May 21 to discuss the transfer of the Section 8 program. Their initial reaction to the transfer is favorable. Our goal is that the transfer of these vouchers will be a smooth transition on 12/31/2014.

### **Public Housing:**

- Residents worked on a Family Pathways project 5/7//2014.
- Submitted 2013 FYE Audit Reports to HUD.
- Submitted quarterly EPIC (Energy and Performance Information Center) report to HUD.
- Traffic around Bridge Park has been heavy, making it somewhat difficult for tenants to exit the driveway.
- Heartland bus has reduced their pick up to three times a day due to time it takes to enter and exit out of our property.
- The ground in front of the smoker's shelter was low and every time it rained it was wet and muddy. A slab of concrete was laid and now lawn furniture can be placed on it for the residents use. It will help keep the building cleaner as well.
- One of our tenants passed away May 18; another tenant transferred into this unit and one new tenant will move in June 1.
- No resident meeting in May.

### **Capital Project**

- Garage has been started, however, contractor ran into a problem with ground being soft and mushy. Sand was brought in by the City to create a solid base for the foundation. Concrete has been poured and blocks laid at the time of this report. We are very grateful for Jeff Pleski's help with this project. He has provided much wisdom and has been thorough with his inspections.