

# Memorandum

**TO:** Economic Development Authority  
**FROM:** Niki Hill, AICP , Assistant Community Development Director  
**DATE:** December 1, 2025  
**SUBJECT:** Payment of Claims/Purchases and Acceptance of October 2025 Financial Reports  
**ITEM NUMBER:** 4.a  
**SECTION:** FINANCES AND BUDGET

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## **REQUESTED MOTION**

To accept the monthly financial reports for EDA Fund 240 and HRA Fund 241; and approve the following payments of claims and purchases:

1. Neighborworks - Loan Emil Ave - \$32,550 - (Fund 307) - Date Paid 8/28/2025
2. Neighborworks - Loan Hanska Ct- \$32,550 - (Fund 307) - Date Paid 8/28/2025
3. Neighborworks - Loan Hodgson Road - \$32,550 - (Fund 307) - Date Paid 8/28/2025
4. Interest Repayment - Lois Dr - \$3,021.52 - (Fund 307) - Date Paid: 9/8/2025
5. Interest Repayment - Churchill Street - \$5,828.07 - (Fund 307) - Date Paid: 9/10/2025
6. Taste of Scandanavia - EDC Meeting Supplies - \$89.92 - (Fund 240) - Date Paid: 8/19/2025
7. Churchill Street - Business Council Meeting - \$150 - (Fund 240) - Date Paid: 9/5/2025
8. Churchill Street - Business Council Meeting - \$434.32 - (Fund 240) - Date Paid: 9/17/2025
9. Taft Stettinius and Hollister - TIF 13 - \$500 - (Fund 240) - Date Paid: 9/11/2025
10. Taft Stettinius and Hollister - TIF 14 - \$2400 - (Fund 240) - Date Paid: 9/11/2025
11. Allen, Deanne - Meeting Minutes - \$200.00 - (Fund 240) - Date Paid: 10/1/2025
12. Allen, Deanne - Meeting Minutes - \$200.00 - (Fund 240) - Date Paid: 10/29/2025
13. Kirsten Chatfield - September Consulting - \$500 - (Fund 240) - Date Paid: 10/31/2025
14. Kirsten Chatfield - October Consulting - \$125- (Fund 240) - Date Paid: 10/31/2025
15. Taft Stettinius and Hollister - TIF 13 - \$1200 - (Fund 240) - Date Paid: 10/31/2025
16. Verizon Wireless - Cellular Phone Service - July 11 - Aug 10 \$335.25 (Fund 241) - Date Paid: 8/10/2025
17. Verizon Wireless - Cellular Phone Service - Aug 11 - September 10 - \$335.31 (Fund 241) - Date Paid: 9/10/2025
18. Country Inn and Suites - APA Conference/Harris - \$286.06 - (Fund 241) - Date Paid: 9/26/25
19. APA - APA MN Conference / Harris - \$485.31 - (Fund 241)

## **INTRODUCTION**

Staff is presenting to the EDA board the EDA and HRA financial reports from October 2025 and Home Loan Funds 305 and 307 for acceptance, as well as claims and purchases for approval.

**DISCUSSION**

The monthly financial reports for the EDA Fund 240, and HRA Fund 241, and Home Loan Funds 305 and 307 are attached for your review.

**RECOMMENDATION**

It is recommended the EDA review and accept the monthly financial fund reports, and approve the payment of claims and purchases.

**ATTACHMENTS**

[Fund 305 - October 2025](#)

[Fund 307 - October 2025](#)

[HRA Fund 241 - October 2025](#)

[EDA Fund 240 - October 2025](#)