

# Memorandum

**TO:** Economic Development Authority  
**FROM:** Niki Hill, AICP , Assistant Community Development Director  
**DATE:** August 4, 2025  
**SUBJECT:** Acceptance of June 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. Red Ginger - EDA Meeting Supplies April - \$208.66 (Fund 240) - Date Paid: 4/7/2025
2. Allen, Deanne - EDA April Minutes - \$200 - (Fund 240) - Date Paid: 5/1/2025
3. Allen, Deanne - EDA May Minutes - \$200 - (Fund 240) - Date Paid: 5/30/2025
4. Granicus - Communications Cloud - \$2,682.17 - (Fund 240) - Date Paid: 6/5/2025
5. Northfield Lines - EDC Bus Tour - \$721 - (Fund 240) - Date Paid: 6/5/2025
6. Kirstin Chatfield - May 1-15 ED Consulting (Fund 240) - \$250- (Fund 240) - Date Paid: 6/20/2025
7. Kirstin Chatfield - May 20-28 ED Consulting (Fund 240) - \$875 - (Fund 240) - Date Paid: 6/20/2025
8. Kirstin Chatfield - June 1-16 ED Consulting (Fund 240) - \$312.50 - (Fund 240) - Date Paid: 6/20/2025
9. Allen, Deanne - EDA June Minutes - \$200 - (Fund 240) - Date Paid: 6/27/2025
10. Hill, Nicole - EDAM Summer Conference - \$745.93 - (Fund 240) - Date Paid: 6/27/2025
11. Xtreme - Work Clothing - \$51.00 - (Fund 241) - Date Paid: 4/14/25
12. Quickturn Property Services - \$1,000 - (Fund 241) - Date Paid: 5/1/2025
13. Amazon - Supplies - \$39.98 - (Fund 241) - Date Paid: 5/22/25
14. Amazon - Supplies - \$15.89 - (Fund 241) - Date Paid: 6/5/2025
15. Kimley Horn - Hodgson Road Drainage Study - \$1,643.75 - (Fund 240) - Date Paid: 5/9/25
16. Verizon - February 11 - March 10 - - \$344.28 (Fund 241) - Date Paid: 3/10/25
17. Verizon - March 11 - April 10 - - \$344.28 (Fund 241) - Date Paid: 4/10/25
18. Nystrom Publishing - SHINE Flyers 2024 - \$522.45 - (Fund 241) - Date Paid: 5/9/25
19. Nystrom Publishing - SHINE Flyers 2025 - \$501.02 - (Fund 241) - Date Paid: 5/22/25
20. Home Loan Funding - Neighborworks / Alameda - \$27,500 - (Fund 305) - Date Paid: 3/21/25
21. Home Loan Funding - Neighborworks / Nancy Pl- \$21,700 - (Fund 307) - Date Paid: 5/1/25
1. Home Loan Funding - Neighborworks / Hodgson Connection - \$54,250 - (Fund 305) - Date Paid: 5/1/25

## **INTRODUCTION**

Staff is presenting to the EDA board the EDA and HRA financial reports from June 2025 and Home Loan Funds 305 and 307.

## **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.

## **ATTACHMENTS**

[EDA Fund 240 - June 2025](#)

[HRA Fund 241 - June 2025](#)

[Fund 307 - June 2025](#)

[Fund 305 - June 2025](#)