

City Council Special Meeting Agenda
April 5, 2021 at 4:15 pm
Cambridge City Hall, 300 3rd Avenue NE

Tentative Time	Agenda Item
4:15 pm	1. Call to Order
4:30 pm	2. Interview of Assistant City Administrator Candidates

Cambridge City Council Meeting Announcement and Agenda
April 5, 2021 6:30 PM
Cambridge City Hall, 300 3rd Avenue NE

*Members of the audience are encouraged to follow the agenda.
Agendas are available on the table just outside the Council Chambers door.*

Tentative Time	Agenda Item
6:30 pm	1. Call to Order and Pledge of Allegiance
6:30 pm	2. Citizens Forum
6:35 pm	3. Approval of Agenda
6:36 pm	4. Consent Agenda
	A. Approval the regular and summary meeting minutes for the March 15, 2021 City Council meeting (p. 3)
	B. Draft February 2021 Financial Statements (p. 9)
	C. Approve Stormwater Maintenance Agreement with Heritage Greens of Cambridge, LLC (p. 78)
	D. Ordinance No. 733 Annexation of parcel 05.061.0220 (p. 83)
	E. Resolution R21-013 Airport Runway Design SEH Contract for Services (p. 89)
	5. Work Session
6:37 pm	A. Swearing-In Ceremony for Patrol Officer Daniel Wagner (p. 125)
	6. Unfinished Business

6:45 pm	A. Resolution R21-011 Approving a variance request for an accessory structure at 831 11 th Ave SW (a vacant lot) (p. 126)
	7. New Business
6:55 pm	A. Permit Outdoor Dining for Sidelines Bar & Grill and Chapala on 2 nd Avenue SE (p. 136)
7:00 pm	8. Mayor's Report
7:00 pm	9. Council Concerns
7:00 pm	10. City Attorney or City Administrator's Report
7:10 pm	11. 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 City Hall at 763-689-3211 at least three days prior to the meeting.

Upcoming Meetings		
Date	Time	Committee Name and Location
April 6	7:00 pm	Planning Commission Meeting
April 12	5:00 pm	Community Education Advisory Council (IIS – Room 118)
April 13	7:00 pm	City of Cambridge Parks, Trails, and Recreation Commission

(All meetings are held in the City of Cambridge Council Chambers unless otherwise noted.)

Cambridge City Council Meeting Minutes Monday, March 15, 2021

A regular meeting of the Cambridge City Council was held on Monday, March 15, 2021, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor James Godfrey; Council Members Kersten Conley, Mark Ziebarth, and Bob Shogren.

Members Absent: Council Member Lisa Iverson.

Staff Present: City Administrator Woulfe, Assistant City Administrator Vogel, City Attorney Squires, Police Chief Schuster, Finance Director Moe, Utilities/Public Works Director Schwab, and Emergency Management Director/Deputy Fire Chief Pennings.

Call to Order and Pledge of Allegiance

Godfrey called the meeting to order at 6:00 pm and led the public in the Pledge of Allegiance.

Citizens Forum

No one appeared to speak before the city council.

Approval of Agenda

Shogren moved to add item 9A to agenda under council concerns, to discuss concerns about Graffiti. Conley moved, seconded by Shogren, to approve amended agenda. Motion carried unanimously.

Consent Agenda

Ziebarth moved, seconded by Conley, to approve consent agenda Items A-H:

- A. Approval of the regular and summary meeting minutes for March 1, 2021 City Council meeting
- B. Warrants #119187 - #119392 and ACH/Wire items totaling \$1,186,168.59
- C. Ordinance 731 Annexing City-Owned Land located in Cambridge Township into the City of Cambridge
- D. Road Closure for "3rd Thursday" Bonfire
- E. Amendment 1 for Human Trafficking JPA
- F. Hire Dan Wagner, Patrol Officer, Grade 10, Step 1, Effective April 5, 2021
- G. Candy Conrad, Pay Adjustment for Community Development Duties
- H. Accept the resignation of P/T Officer Jeremy VanHatten

Upon roll call, Godfrey, Shogren, Ziebarth, and Conley voted aye, no nays. Motion passed unanimously.

Work Session

Todd Streeter, The Cambridge Chat Podcast

Todd Streeter, Community Collaboration, provided information to the council members about starting a podcast for the City of Cambridge. He explained what a podcast is and why the city would benefit from having their own podcast. Streeter also discussed what types of information and content could be included in a podcast show, and the different types of formatting that could be utilized. He encouraged layering the podcast in with other types of social media that the city already uses. Streeter also described the preparations needed for launching a successful show.

Shogren questioned if commercials would be allowed. Woulfe stated that would be up to City Council to set a policy on commercials. Shogren asked who would get the revenue from the commercials. Woulfe responded that the City could retain the commercial revenue, but that would be worked out if the City decided to enter into a contract with Streeter for additional broadcasts.

There were no items under Unfinished Business.

New Business

Ordinance 732 – Amending Title III, Chapter 32 Departments, Boards and Commissions (Parks, Trails, and Recreation Commission)

Vogel briefed the council about a vacancy in the Cambridge-Isanti School District Representative position on the Cambridge Parks, Trails, and Recreation Commission (PTRC). He said this vacancy is due to the election of Mark Ziebarth to the Cambridge City Council following the November 2020 elections. The C-I Schools conducted a solicitation process for the position, but did not receive any interest from Cambridge residents. Vogel noted that current ordinance language states that any C-I Schools Representative needs to be a City of Cambridge resident.

Vogel explained having a representative from the schools is important as it expands the city's relationship with the schools, it avoids duplication of assets that the city and the schools have to offer, and it creates smooth programming so as not to compete with each other. He said the recent addition of Isanti County Parks Director, Barry Wendorff, to the PTRC is a great example of how adding representatives has helped to continue the City's partnership with the county and local government. Vogel expressed his wish to continue this same relationship with the schools. He said staff is also recommending a City of Cambridge PTRC staff liaison be appointed to the Community Education Advisory Council so the partnership is reciprocated.

Vogel explained staff has drafted Ordinance 732, which would allow the Isanti County Parks Director position and the C-I Schools Community Education position to be non-resident members of the PTRC. This will allow for more staff from each party to be eligible to participate in the PTRC, and would still have five of the seven commission members being City of Cambridge residents. The language being amended would now state "One member may be appointed from the Cambridge-Isanti Independent School District Community Education Department regardless of city of residence and one member may be appointed from the Isanti County Parks Department regardless of city of residence." Vogel noted there were a few other changes to clean up and streamline the ordinance, and all changes have no impact on the budget.

Shogren questioned why the City would want to change the citizenship requirement. Godfrey stated it gave the School District flexibility in finding a person to fill the appointment. Ziebarth moved, seconded by Conley, to approve Ordinance 732 as presented. Upon roll call, the motion passed unanimously.

Feasibility Report Proposal for extension of Garfield Street and sewer/water improvements

Woulfe presented SEH's proposal for the Feasibility Report for proposed street and utility improvements to North Garfield Street and the Woodcrest Park area. She said the feasibility report will look at constructing North Garfield Street from 2nd Avenue NE to North Emerson Street, and installing sanitary sewer and water main on this street and also on streets to serve the remaining Woodcrest Park area. The proposal includes the services to be provided by SEH and the associated fees, for an estimated maximum of \$47,500. Vogel stated that if the proposal is approved, SEH anticipates completing the feasibility study and report for review by the Council at the July 19, 2021 council meeting. Shogren moved, seconded by Ziebarth, to approve the proposal for the General Agreement for Engineering Services between the City and SEH. The motion passed unanimously.

City Hall Repairs

Schuster explained the frigid weather experienced in February 2021 which caused a pipe to freeze in the ceiling of the City Hall Lobby, damaging the ceiling and walls. He had Building Official, Matt Small, determine a list of repairs and fixes to prevent another occurrence, and then solicited estimates from local contractors. Schuster said BJ Baas and C & H Siding and Remodeling both came to City Hall to inspect the damage and submit an estimate to repair the damage. He said there was a significant difference between the two estimates, so Small reached out to both companies with some follow-up questions to clarify the two estimates. The final estimate from BJ Baas was \$27,766.00, and the estimate from C & H Siding and Remodeling was \$7,482.52. Schuster noted Finance Director Moe recommended the City pay for the repair project through its self-insurance fund since it is not a budgeted expense. Shogren moved, seconded by Conley, to hire C & H Siding and Remodeling to repair the damages to the City Hall Lobby with a price not to exceed \$7,482.52. Motion passed unanimously.

Resolution R21-010 Approving a Conditional Use Permit for a fence over 8' high at J. Rettenmaier, USA (1001 Cleveland St. S)

Vogel said staff received a request from J. Rettenmaier, 1001 Cleveland Street South, to add on five feet of height onto their existing fence on the west side of their property. He said there is an existing fence of 18.6 feet in height, of which there is no Conditional Use Permit on record. Vogel said it is believed the existing fence was constructed in 1991 to shield the baghouse from view, and to help form a sound barrier. The additional five feet of fence they are requesting would fully shield the baghouse from view and would add additional sound protection. Vogel said Chapter 156.065 Landscaping and Screening of the city code requires all mechanical utilities to be completely screened from view. He also stated that any fence over eight feet in height would need a CUP according to city code Section 156.083 Fences.

Vogel said the request was brought before the Planning Commission, whom voted 5/0 to approve the CUP as long as conditions are met. Vogel said the conditions recommended are that the fence shall be maintained at all times and must comply with Section 156.083 Fences of the city code, and that all utility companies affected must approve the height of the fence in writing. Conley moved, seconded by Ziebarth, to approve the Conditional Use Permit for a 23.6-foot wood fence along the westerly side of the property located at 1001 Cleveland Street South to shield the mechanical equipment as long as the conditions listed are met. Motion passed unanimously.

*Resolution R21-011 Approving a variance request for an accessory structure at
831 11th Ave SW (a vacant lot)*

Vogel informed council of a request to install an accessory structure on a vacant lot. He said Patricia Koljonen owns two separate lots at 849 and 831 11th Avenue Southwest, of which one parcel is occupied and the other is vacant. Vogel said she would like to install the accessory structure on the vacant lot, but city code doesn't allow an accessory structure on a vacant parcel. He said Koljonen has no intentions of selling the lot, and would remove the structure and take with her if she ever moves. Vogel said the proposed resolution for the variance allows Koljonen to install her accessory structure on the vacant lot, with the condition that the structure is removed either when she moves out of 849 11th Avenue Southwest or when she sells 831 11th Avenue Southwest.

He said she has also worked with staff to ensure the structure meets the city code design standards. Vogel stated the Planning Commission reviewed the variance request, and recommended approval of the variance on the resolution with conditions being met.

Shogren moved to deny the variance because it conflicts with City Code requirements and the variance request does not meet the hardship standard. The motion died from lack of a second. Godfrey then moved, seconded by Shogren, to deny Resolution R21-011 and to direct staff to draft the appropriate findings of fact. The motion failed on a 2-2 vote, with Godfrey and Shogren voting aye and Ziebarth and Conley voting nay. The Council discussed the impact of tabling the resolution until the next Council meeting. Vogel stated he would check to make sure that the City is within its 60-day action time period and if a special meeting needed to be called to deal with the decision, he would notify Council. Godfrey moved, seconded by Shogren, to table the request until the April 5, 2021 City Council meeting. The motion passed unanimously.

Maytag Laundry odor complaint and air testing proposal discussion

Vogel explained staff had received a complaint from a resident about the odor and fumes emanating into the neighborhood around the Maytag Laundry business (737 Main Street South). The initial complaint was received in September 2020, with a follow-up complaint occurring in October 2020. Vogel said the complainant gets a scratchy throat and headache from the fumes. In response, Vogel explained staff reached out to the owner of the Maytag Laundry business through a letter in September 2020. He said they didn't receive a response, so staff consulted with the city engineer to assess the complaint and see what steps to take next. Staff reached out to the owner again with a letter in January 2021, trying to remedy the situation. Vogel said the owner explained all of the things being done to minimize fumes from the business, and suggested the city do an air quality test.

Vogel said this was the only complaint in the area about the Maytag Laundry business, and the complaints are not coming from an adjacent property. He noted staff has not heard from this particular complainant since October 2020, and needs to determine if the council members would like to proceed. Vogel said SEH has provided an estimate for an air quality test of \$3,500. He said the council could also add the situation to a future agenda for further discussion and to hear from the owner of the Maytag Laundry. Ziebarth moved to direct staff to see if there are any other concerns in the neighborhood and bring that information back to Council. The motion died for the lack of a second. Council members decided not to pursue an environmental study.

Annexation of parcel 05.061.0220 discussion

Vogel said the council has been cleaning up remnant parcels and islands for annexation as part of a long-range meeting held November 16, 2015. He said there is currently a city-owned parcel (05.061.0220) that is being used as a street and right-of-way. This parcel abuts the municipal boundary, and can be annexed according to State Statute 414.033 Sub. 2 (1) which states a municipal council may by ordinance declare land annexed to the municipality and any such land is deemed to be urban or suburban in character or about to become so if (1) the land is owned by the municipality. Being that the city owns the parcel, Vogel stated a public hearing was not required to continue with the annexation. Shogren moved, seconded by Conley, to direct staff to start the annexation process and to prepare an ordinance to annex the parcel. Motion passed unanimously.

Mayor's Report

Godfrey noted the State of the City report will be delivered on April 21 at 12:00 Noon at the Chamber's monthly meeting.

Council Concerns

There were no Council concerns.

City Attorney/City Administrator's Report

Vogel reported that there was concerning legislation advancing in the state legislature regarding city zoning authority. Vogel stated that he would draft a letter to send to the state senator who is involved with said legislation.

Adjournment of Council Meeting

Being no further business before the City Council, Ziebarth moved, seconded by Shogren, to adjourn the regular meeting at 7:24 pm. Motion carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

**SUMMARY PUBLICATION OF THE PROCEEDINGS OF THE
CAMBRIDGE CITY COUNCIL**

The complete minutes are available for public inspection at the office of the City Administrator, 300 3rd Ave. NE, Cambridge, Minnesota.

Members Present: Mayor James Godfrey; Council Members Mark Ziebarth, Bob Shogren, and Kersten Conley.

Members Absent: Council Member Lisa Iverson

**Regular City Council Meeting
March 15, 2021**

- Meeting called to order at 6:00 pm and approved agenda.
- Council approved consent agenda items A-H.
- Received presentation on city podcast.
- Approved Ordinance 732 amending member requirements for the Parks Commission.
- Approved street and utility improvements for Garfield Street.
- Approved C & H Remodeling to complete City Hall repairs.
- Approved Resolution R21-010 approving a CUP for fencing.
- Tabled discussion on a variance for an accessory structure at 831 11th Ave SW.
- Heard complaints about fumes from Maytag Laundry and discussed an environmental study.
- Approved annexation of city-owned parcels from Cambridge Township into the City limits and approved the annexation of a right of way parcel from Isanti Township into the City limits.
- Adjourned meeting at 7:24 pm.

Prepared by: Caroline Moe, Director of Finance

Background

Attached for your review are the **Draft** Monthly Financial Reports for the two months ended February 28, 2021. Included in the Monthly Financial Reports are the following components:

Financial Snapshot

Outstanding City Debt

General Fund - Amended 2021 Budget Compared to Actual

Special Revenue Funds:

Airport Operating Fund – Adopted 2021 Compared to Actual

Debt Service Fund Summary: Adopted 2021 Budget Compared to Actual

Capital Fund Summary:

Adopted 2021 Budget Compared to Actual

Enterprise Funds:

Water Utility - Adopted 2021 Budget Compared to Actual

Wastewater Utility - Adopted 2021 Budget Compared to Actual

Stormwater Utility- Adopted 2021 Budget Compared to Actual

Street Light Utility- Adopted 2021 Budget Compared to Actual

Liquor Store – Adopted 2021 Budget Compared to Actual.

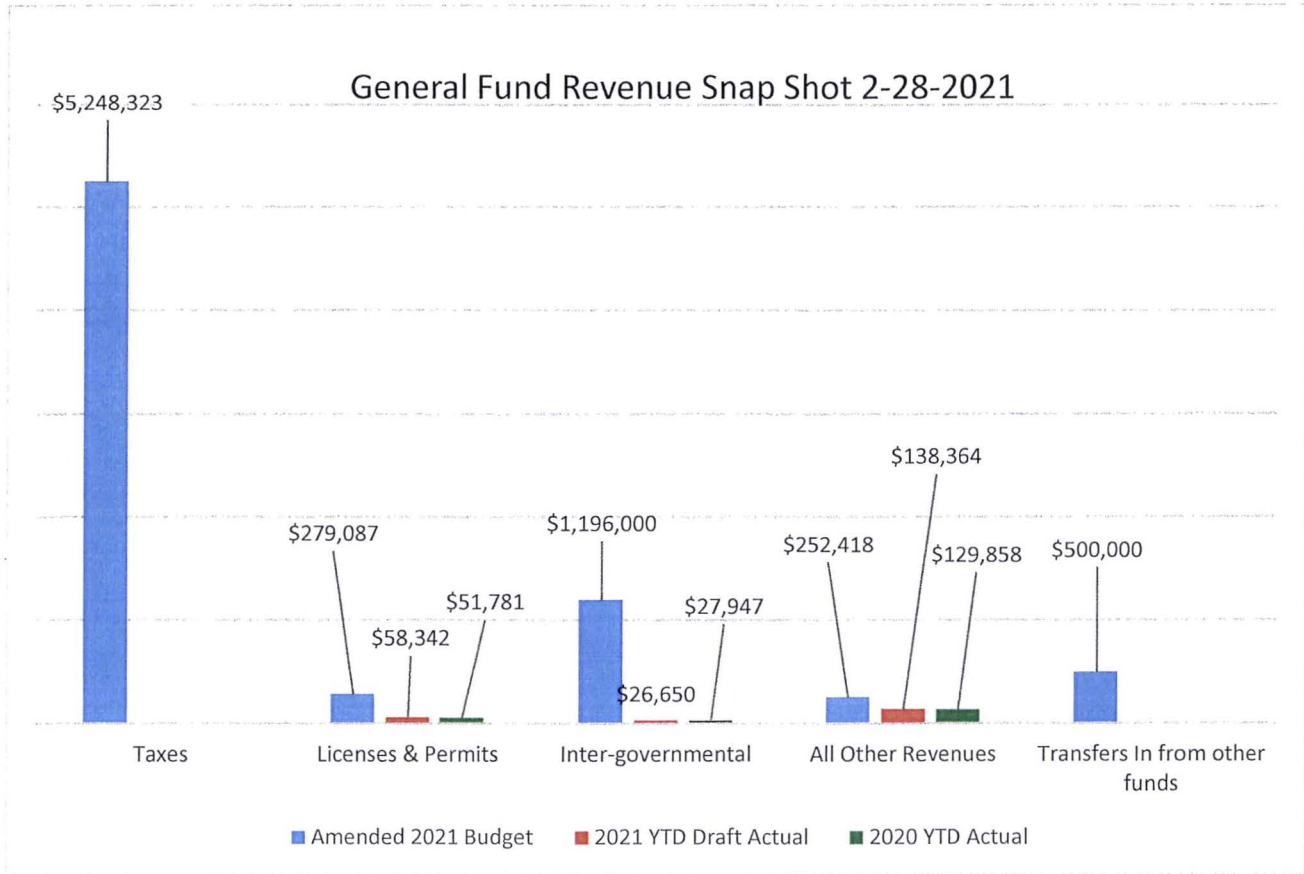
Cash and Investment Summary

Park Expenditure Breakdown Report

Council Action Requested

NONE REQUIRED - For discussion only.

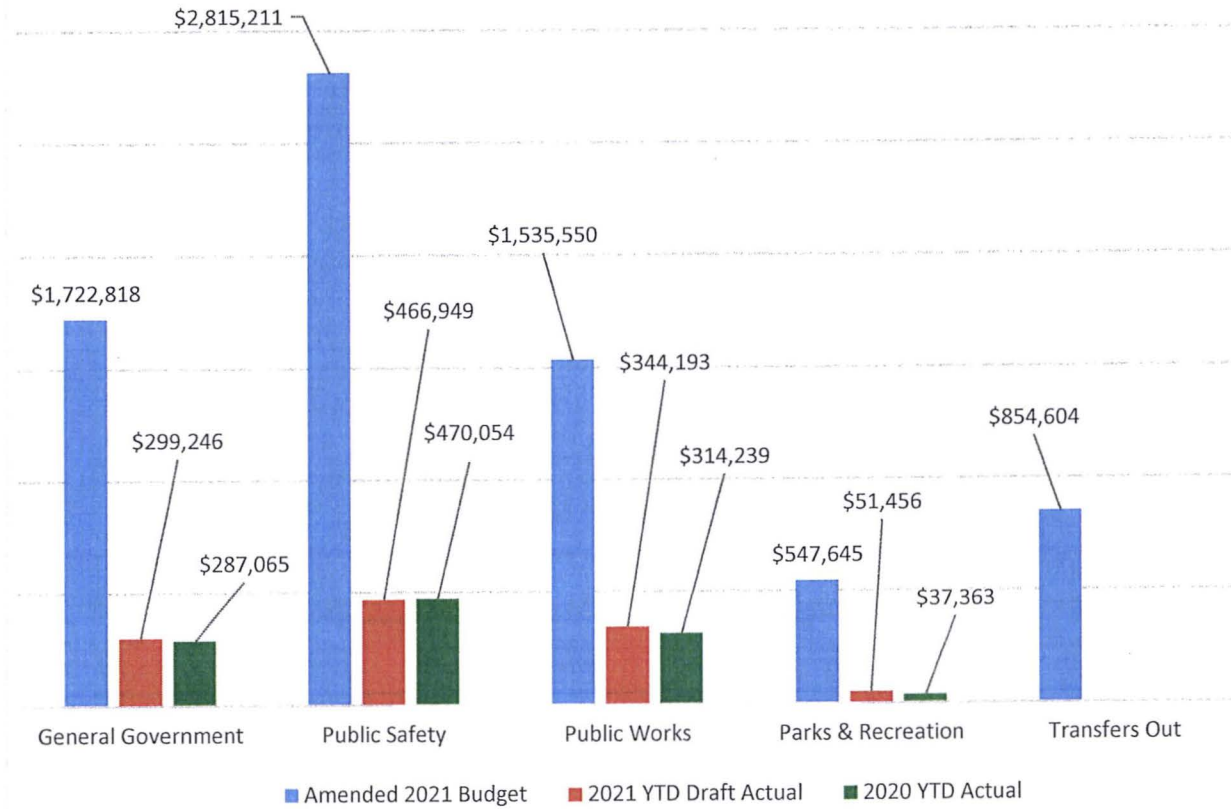
Council Financial Snap Shot



Notes—

- Tax revenue is only received in July and December from Isanti County.
- Inter-governmental revenue is primarily received in July, October and December.
- Permit revenue typically is slow at the beginning of the year and picks up late spring and summer. Permit revenue for 2021 appears on track.
- Other revenue—on track as expected.
- Transfers in are typically done in the fall.

General Fund Expenditure Snap Shot 2-28-2021



Notes--Expenditures generally trending as expected. Transfers Out are typically done later in the year.

Behind the numbers—

15/2

Cambridge is protected by fifteen full-time police officers supported by two office staff professionals. We also employ part-time police officers to help cover shift vacancies that occur. The Police Department has the largest expenditure budget within the City.

Behind the numbers—

57/6

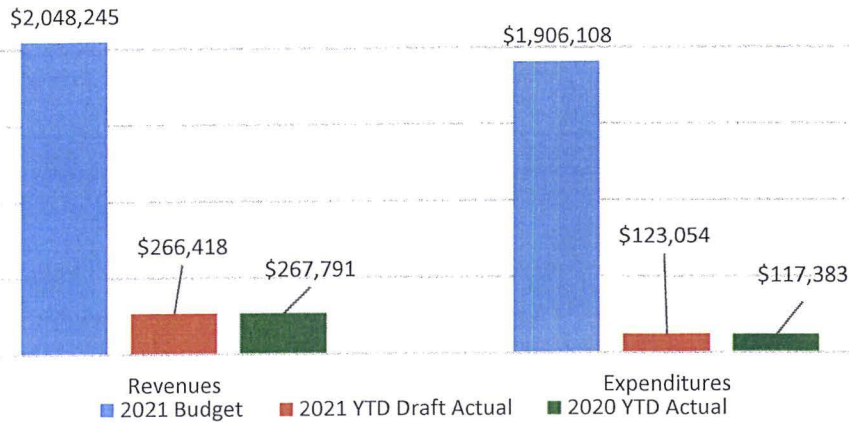
Cambridge maintains fifty-seven miles of streets with six snow plows, two loaders, and two sidewalk machines. The Street Dept plows when two inches or more of snow is received. The Street Dept also sands/salts when conditions are slippery. To report street concerns, call 689-1800.

Behind the numbers—

18

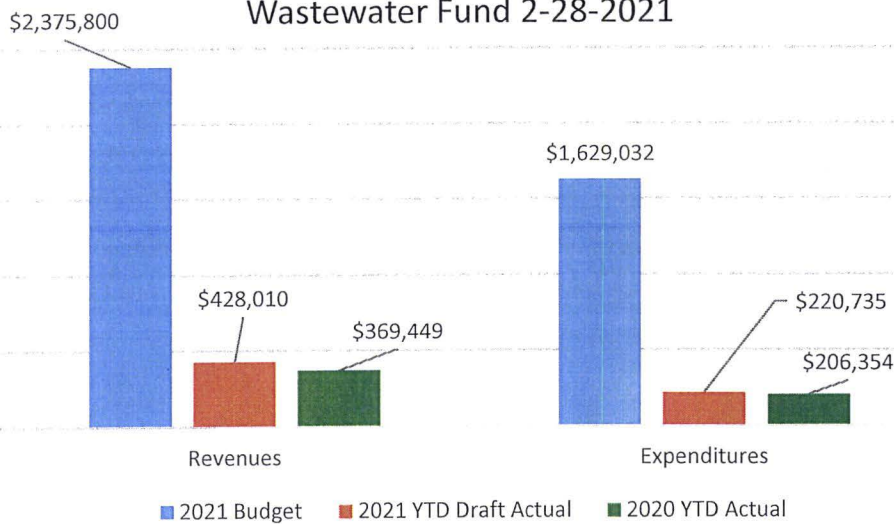
Cambridge has eighteen parks. Park locations and amenities can be found on the City's website at www.ci.cambridge.mn.us

Water Fund 2-28-2021



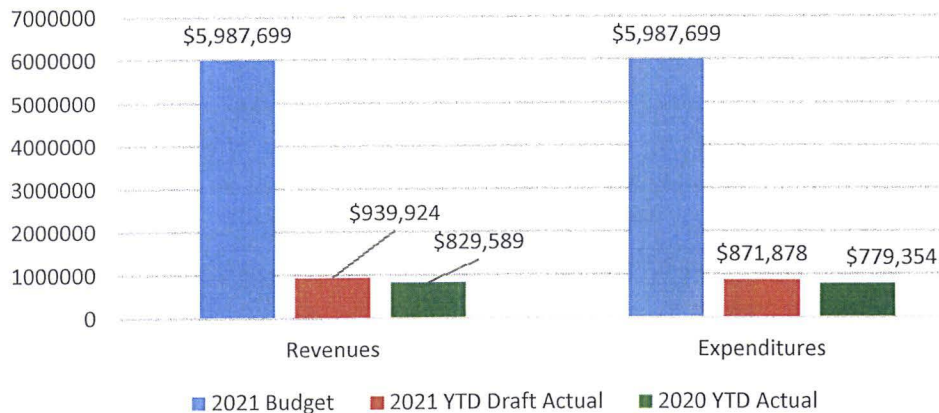
Water Fund Notes—
No concerns at this time.

Wastewater Fund 2-28-2021



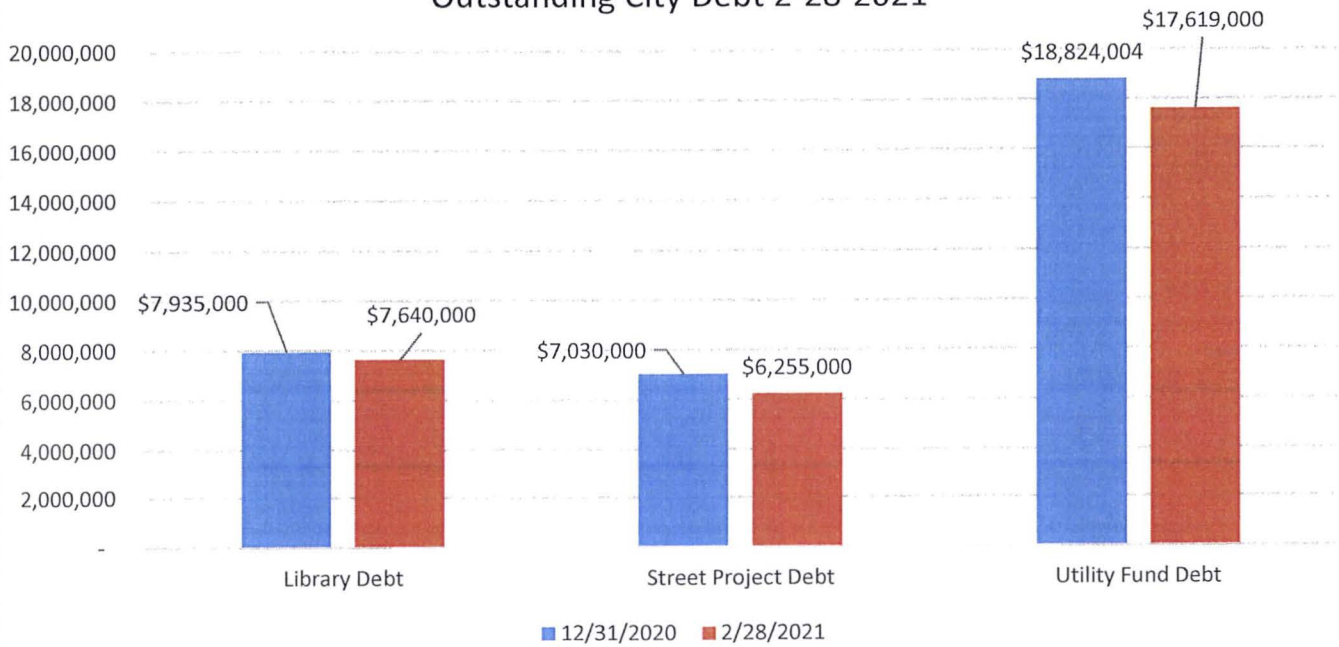
Wastewater Fund Notes—
Revenue exceeding 2020 due more sewer connections charges being collected in 2021.

Northbound Liquor 2-28-2021



Northbound Liquor—
Sales are up along with cost of sales due to Covid-19 pandemic.

Outstanding City Debt 2-28-2021



CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
TAXES	5,248,323.00	5,248,323.00	.00	(5,248,323.00)	.00	5,232,716.68
LICENSES AND PERMITS	279,087.00	279,087.00	58,342.11	(220,744.89)	20.90	489,617.02
INTERGOVERNMENTAL REVENUES	1,196,000.00	1,196,000.00	26,650.00	(1,169,350.00)	2.23	1,238,797.59
CHARGES FOR SERVICES	123,875.00	123,875.00	122,271.08	(1,603.92)	98.71	133,576.85
FINES AND FORFEITURES	42,500.00	42,500.00	3,564.89	(38,935.31)	8.39	57,024.60
OTHER	86,043.00	86,043.00	12,527.84	(73,515.16)	14.56	127,043.37
OTHER FINANCING SOURCES	500,000.00	500,000.00	.00	(500,000.00)	.00	500,000.00
TOTAL FUND REVENUE	7,475,828.00	7,475,828.00	223,355.72	(7,252,472.28)	2.99	7,778,776.11
EXPENDITURES						
GENERAL GOVERNMENT						
MAYOR AND CITY COUNCIL	61,445.00	61,445.00	5,551.51	55,893.49	9.03	53,109.71
ADMINISTRATION	447,408.00	447,408.00	93,662.69	353,745.31	20.93	288,866.73
ELECTIONS	750.00	750.00	.00	750.00	.00	17,642.73
FINANCE/MIS	359,831.00	359,831.00	71,092.17	288,738.83	19.76	311,400.87
LEGAL	113,000.00	113,000.00	3,384.04	109,615.96	2.99	93,555.98
BUILDING DEPARTMENT	329,860.00	329,860.00	69,457.05	260,402.95	21.06	287,325.21
ENGINEERING	35,000.00	35,000.00	2,195.50	32,804.50	6.27	40,440.00
PLANNING	219,380.00	219,380.00	32,561.67	186,818.33	14.84	254,454.95
NEW CITY HALL BUILDING	156,144.00	156,144.00	21,341.65	134,802.35	13.67	137,505.54
TOTAL GENERAL GOVERNMENT	1,722,818.00	1,722,818.00	299,246.28	1,423,571.72	17.37	1,484,301.72
PUBLIC SAFETY						
POLICE DEPARTMENT	2,463,124.00	2,463,124.00	418,789.21	2,044,334.79	17.00	2,026,198.82
FIRE DEPARTMENT	342,687.00	342,687.00	46,885.34	295,801.66	13.68	320,982.54
EMERGENCY MANAGEMENT	4,400.00	4,400.00	474.64	3,925.36	10.79	4,103.33
ANIMAL CONTROL	5,000.00	5,000.00	800.00	4,200.00	16.00	4,800.00
TOTAL PUBLIC SAFETY	2,815,211.00	2,815,211.00	466,949.19	2,348,261.81	16.59	2,356,084.69
STREETS						
STREETS	1,535,550.00	1,535,550.00	344,193.01	1,191,356.99	22.41	1,246,861.82
TOTAL STREETS	1,535,550.00	1,535,550.00	344,193.01	1,191,356.99	22.41	1,246,861.82
PARK AND RECREATION						
PARKS & RECREATION	464,545.00	464,545.00	46,179.59	418,365.41	9.94	346,518.75
LIBRARY	83,100.00	83,100.00	5,276.13	77,823.87	6.35	70,787.03
TOTAL PARK AND RECREATION	547,645.00	547,645.00	51,455.72	496,189.28	9.40	417,305.78
UNALLOCATED EXPENDITURES						
TRANSFERS OUT	854,604.00	854,604.00	.00	854,604.00	.00	2,386,704.00

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL UNALLOCATED EXPENDITURES	854,604.00	854,604.00	.00	854,604.00	.00	2,386,704.00
TOTAL FUND EXPENDITURES	7,475,828.00	7,475,828.00	1,161,844.20	6,313,983.80	15.54	7,891,258.01
NET REVENUE OVER EXPENDITURES	.00	.00	(938,488.48)	938,488.48		(112,481.90)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TAXES						
101-31010 TAXES - CURRENT	5,221,823.00	5,221,823.00	.00	5,221,823.00	.00	5,197,118.43
101-31020 TAXES - DELINQUENT	25,000.00	25,000.00	.00	25,000.00	.00	16,226.35
101-31060 PENALTIES AND INTEREST	1,500.00	1,500.00	.00	1,500.00	.00	700.85
101-31061 TAX ON FORFEITED PROP PURCHAS	.00	.00	.00	.00	.00	18,671.05
TOTAL TAXES	5,248,323.00	5,248,323.00	.00	5,248,323.00	.00	5,232,716.68
LICENSES AND PERMITS						
101-32110 LIQUOR LICENSES	12,000.00	12,000.00	.00	12,000.00	.00	1,200.00
101-32180 CIGARETTES	2,600.00	2,600.00	.00	2,600.00	.00	3,000.00
101-32184 CABLE FRANCHISE FEES	60,000.00	60,000.00	5,311.57	54,688.43	8.85	63,487.86
101-32185 REFUSE HAULER FRANCHISE FEE	2,550.00	2,550.00	.00	2,550.00	.00	2,550.00
101-32199 OTHER BUS LIC & PERMITS	500.00	500.00	.00	500.00	.00	1,400.00
101-32218 CITY SHARE ELEC INSPECTIONS	3,000.00	3,000.00	565.00	2,435.00	18.83	6,595.70
101-32219 RETAINAGE OF BLDG SURCHARGE	100.00	100.00	.00	100.00	.00	196.47
101-32220 BUILDING PERMITS	155,000.00	155,000.00	43,461.38	111,538.62	28.04	339,884.65
101-32221 EXCAVATING PERMITS	.00	.00	54.00	(54.00)	.00	162.00
101-32222 MECHANICAL PERMITS	14,100.00	14,100.00	4,043.00	10,057.00	28.67	23,350.00
101-32225 INVESTIGATION (PENALTY FEE)	.00	.00	.00	.00	.00	1,400.00
101-32226 CONTRACTOR LIC VERIFICATIONFEE	237.00	237.00	125.00	112.00	52.74	785.00
101-32230 PLUMBING PERMITS	7,000.00	7,000.00	2,501.00	4,499.00	35.73	17,387.00
101-32240 SIGN PERMITS	1,000.00	1,000.00	230.00	770.00	23.00	1,040.00
101-32298 RENTAL REGISTRATION FEE	14,000.00	14,000.00	26.16	13,973.84	.19	11,476.70
101-32299 PLANNING & ZONING FEES	7,000.00	7,000.00	2,025.00	4,975.00	28.93	15,701.64
TOTAL LICENSES AND PERMITS	279,087.00	279,087.00	58,342.11	220,744.89	20.90	489,617.02
INTERGOVERNMENTAL REVENUES						
101-33165 FEDERAL GRANTS - OTHER	.00	.00	.00	.00	.00	2,950.00
101-33401 LOCAL GOVERNMENT AID (LGA)	930,000.00	930,000.00	.00	930,000.00	.00	955,567.00
101-33404 STATE AID - OTHER	6,000.00	6,000.00	1,650.00	4,350.00	27.50	9,112.17
101-33418 MSA - MAINTENANCE	50,000.00	50,000.00	25,000.00	25,000.00	50.00	50,000.00
101-33421 POLICE STATE AID	145,000.00	145,000.00	.00	145,000.00	.00	150,366.12
101-33422 SCHOOL DIST COST FOR OFFICER	60,000.00	60,000.00	.00	60,000.00	.00	65,228.99
101-33610 CTY GRANTS & AIDS FOR HWYS	5,000.00	5,000.00	.00	5,000.00	.00	5,573.31
TOTAL INTERGOVERNMENTAL REVE	1,196,000.00	1,196,000.00	26,650.00	1,169,350.00	2.23	1,238,797.59

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>CHARGES FOR SERVICES</u>						
101-34102 FILING FEES	.00	.00	.00	.00	.00	105.25
101-34105 SALES - MAPS, COPIES, ETC.	100.00	100.00	3.50	96.50	3.50	392.00
101-34110 SOLAR LEASE REVENUE	7,500.00	7,500.00	7,650.00 (150.00)	102.00	7,500.00
101-34201 POLICE DEPARTMENT REPORTS	500.00	500.00	75.00	425.00	15.00	540.75
101-34202 POLICE ADMINISTRATION FEES	2,500.00	2,500.00	2,600.00 (100.00)	104.00	2,839.00
101-34205 PAWN SHOP TRANSACTION REVENUE	2,000.00	2,000.00	1,500.00	500.00	75.00	2,582.50
101-34206 FIRE PROT TOWNSHIP CONTRACT	105,500.00	105,500.00	105,580.58 (80.58)	100.08	107,426.29
101-34210 FIRE PROTECTION ADMINISTRATION	2,775.00	2,775.00	2,442.00	333.00	88.00	3,061.70
101-34925 PARK ACTIVITY FEES	1,000.00	1,000.00	120.00	880.00	12.00	5,645.00
101-34930 ART FAIR FEES	.00	.00	.00	.00	.00	980.00
101-34951 SALE OF SERVICE AND SUPPLIES	.00	.00	620.00 (620.00)	.00	504.36
101-34958 ICE RINK LEASE REVENUE	2,000.00	2,000.00	1,680.00	320.00	84.00	2,000.00
TOTAL CHARGES FOR SERVICES	123,875.00	123,875.00	122,271.08	1,603.92	98.71	133,576.85
<u>FINES AND FORFEITURES</u>						
101-35101 COURT FINES	40,000.00	40,000.00	2,839.69	37,160.31	7.10	40,299.96
101-35102 PARKING FINES	1,500.00	1,500.00	300.00	1,200.00	20.00	460.00
101-35104 ANIMAL CONTROL FINES	1,000.00	1,000.00	225.00	775.00	22.50	1,885.00
101-35105 ADMINISTRATIVE CITATION FINE	.00	.00	200.00 (200.00)	.00	14,379.64
TOTAL FINES AND FORFEITURES	42,500.00	42,500.00	3,564.69	38,935.31	8.39	57,024.60
<u>OTHER</u>						
101-36102 SPECIAL ASSESSMENT INTEREST	.00	.00	.00	.00	.00	355.30
101-36210 INTEREST EARNINGS	20,000.00	20,000.00	.00	20,000.00	.00	58,657.17
101-36220 FACILITY RENTAL	3,600.00	3,600.00	683.34	2,916.66	18.98	10,628.37
101-36230 DONATIONS	2,876.00	2,876.00	.00	2,876.00	.00	6,212.00
101-36231 LIBRARY LEASE RENT	59,067.00	59,067.00	11,844.50	47,222.50	20.05	39,455.75
101-36234 ARTS GRANT FROM ECRAC	.00	.00	.00	.00	.00	6,750.00
101-36235 LIBRARY ROOM RENTAL	.00	.00	.00	.00	.00	80.00
101-36240 PATRONAGE CAPITAL	500.00	500.00	.00	500.00	.00	4,351.48
101-36501 SALE OF PROPERTY	.00	.00	.00	.00	.00	553.30
TOTAL OTHER	86,043.00	86,043.00	12,527.84	73,515.16	14.56	127,043.37
<u>OTHER FINANCING SOURCES</u>						
101-39203 TRANSFERS FROM OTHER FUNDS	500,000.00	500,000.00	.00	500,000.00	.00	500,000.00
TOTAL OTHER FINANCING SOURCES	500,000.00	500,000.00	.00	500,000.00	.00	500,000.00

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND REVENUE	7,475,828.00	7,475,828.00	223,355.72			7,778,776.11

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MAYOR AND CITY COUNCIL						
<i>PERSONAL SERVICES</i>						
101-41110-101 FULL-TIME EMPLOYEES - REGULAR	29,900.00	29,900.00	4,983.36	(24,916.64)	16.67	29,900.16
101-41110-122 FICA/MEDICARE (EMPLOYER)	2,290.00	2,290.00	381.19	(1,908.81)	16.65	2,287.09
101-41110-151 WORKERS' COMPENSATION PREMIU	155.00	155.00	.00	(155.00)	.00	98.73
TOTAL PERSONAL SERVICES	32,345.00	32,345.00	5,364.55	(26,980.45)	16.59	32,285.98
<i>SUPPLIES</i>						
101-41110-200 MISCELLANEOUS OFFICE SUPPLIES	100.00	100.00	.00	(100.00)	.00	.00
101-41110-210 MISCELLANEOUS OPER SUPPLIES	250.00	250.00	11.96	(238.04)	4.78	.00
101-41110-214 EMPLOYEE RECOGNITION	500.00	500.00	.00	(500.00)	.00	281.09
TOTAL SUPPLIES	850.00	850.00	11.96	(838.04)	1.41	281.09
<i>OTHER SERVICES AND CHARGES</i>						
101-41110-304 MISC PROFESSIONAL SERVICES	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-41110-331 TRAVEL/MEALS/LODGING	2,500.00	2,500.00	.00	(2,500.00)	.00	147.53
101-41110-334 MILEAGE REIMBURSEMENT	150.00	150.00	.00	(150.00)	.00	.00
101-41110-340 ADVERTISING	400.00	400.00	.00	(400.00)	.00	.00
101-41110-360 INSURANCE AND BONDS	400.00	400.00	.00	(400.00)	.00	358.36
TOTAL OTHER SERVICES AND CHA	4,450.00	4,450.00	.00	(4,450.00)	.00	505.89
<i>MISCELLANEOUS</i>						
101-41110-430 MISCELLANEOUS	100.00	100.00	.00	(100.00)	.00	.00
101-41110-433 DUES AND SUBSCRIPTIONS	100.00	100.00	.00	(100.00)	.00	30.00
101-41110-440 SCHOOLS AND MEETINGS	2,800.00	2,800.00	175.00	(2,625.00)	6.25	.00
101-41110-441 SISTER CITY ACTIVITIES	500.00	500.00	.00	(500.00)	.00	310.00
101-41110-455 FIREWORKS DISPLAY EXPENSES	16,000.00	16,000.00	.00	(16,000.00)	.00	15,300.00
101-41110-456 ART FESTIVAL	2,000.00	2,000.00	.00	(2,000.00)	.00	1,096.75
101-41110-457 DOWNTOWN BANNERS & SIGNAGE	500.00	500.00	.00	(500.00)	.00	.00
101-41110-458 DOWNTOWN FLOWER BASKET PROJ	1,800.00	1,800.00	.00	(1,800.00)	.00	3,300.00
TOTAL MISCELLANEOUS	23,800.00	23,800.00	175.00	(23,625.00)	.74	20,036.75
TOTAL MAYOR AND CITY COUNCIL	61,445.00	61,445.00	5,551.51	(55,893.49)	9.03	53,109.71

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
ADMINISTRATION							
<i>PERSONAL SERVICES</i>							
101-41320-101	FULL-TIME EMPLOYEES - REGULAR	203,720.00	203,720.00	42,216.03	(161,503.97)	20.72	142,974.67
101-41320-103	PART-TIME - REGULAR	40,336.00	40,336.00	7,671.73	(32,664.27)	19.02	36,847.86
101-41320-105	TEMP/SEAS EMPLOYEES - OVERTIME	.00	.00	.00	.00	.00	5.51
101-41320-121	PERA (EMPLOYER)	18,415.00	18,415.00	3,741.59	(14,673.41)	20.32	13,146.61
101-41320-122	FICA/MEDICARE (EMPLOYER)	18,783.00	18,783.00	3,757.98	(15,025.02)	20.01	13,117.16
101-41320-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	46,176.00	46,176.00	8,431.94	(37,744.06)	18.26	19,429.88
101-41320-132	ADMIN-LONGEVITY PAY	1,472.00	1,472.00	.00	(1,472.00)	.00	.00
101-41320-133	ADMIN--INS DEDUCTIBLE CONTRIB	3,600.00	3,600.00	.00	(3,600.00)	.00	1,200.00
101-41320-151	WORKERS' COMPENSATION PREMIU	1,856.00	1,856.00	.00	(1,856.00)	.00	796.62
101-41320-153	CITY WIDE RE-EMPLOY COMPENSATI	2,500.00	2,500.00	.00	(2,500.00)	.00	58.66
101-41320-154	HRA/FLEX FEES	250.00	250.00	44.80	(205.20)	17.92	78.05
101-41320-157	SEVERENCE	50,850.00	50,850.00	.00	(50,850.00)	.00	.00
	TOTAL PERSONAL SERVICES	387,958.00	387,958.00	65,864.07	(322,093.93)	16.98	227,655.02
<i>SUPPLIES</i>							
101-41320-201	OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,500.00	326.95	(1,173.05)	21.80	1,879.44
101-41320-202	DUPLICATING & COPYING SUPPLIES	2,000.00	2,000.00	69.48	(1,930.52)	3.47	1,224.73
101-41320-203	CITY NEWSLETTER COSTS	5,500.00	5,500.00	.00	(5,500.00)	.00	1,758.00
101-41320-204	STATIONARY, FORMS & ENVELOPES	250.00	250.00	.00	(250.00)	.00	291.00
101-41320-209	SOFTWARE UPDATES	500.00	500.00	.00	(500.00)	.00	1,263.63
101-41320-210	MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00	(500.00)	.00	336.06
101-41320-221	REPAIR & MAINT SUPP - VEH/EQ	200.00	200.00	.00	(200.00)	.00	.00
101-41320-240	SMALL TOOLS AND MINOR EQUIPME	3,000.00	3,000.00	150.00	(2,850.00)	5.00	3,783.61
	TOTAL SUPPLIES	13,450.00	13,450.00	546.43	(12,903.57)	4.06	10,536.47
<i>OTHER SERVICES AND CHARGES</i>							
101-41320-304	MISC PROFESSIONAL SERVICES	2,000.00	2,000.00	.00	(2,000.00)	.00	1,788.91
101-41320-313	IT MGMT & BACKUP	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-41320-321	TELEPHONE/CELLULAR PHONES	.00	.00	90.00	90.00	.00	.00
101-41320-322	POSTAGE	3,500.00	3,500.00	500.00	(3,000.00)	14.29	3,510.83
101-41320-331	TRAVEL/MEALS/LODGING	600.00	600.00	.00	(600.00)	.00	164.80
101-41320-334	MILEAGE REIMBURSEMENT	300.00	300.00	.00	(300.00)	.00	.00
101-41320-340	ADVERTISING	2,000.00	2,000.00	361.80	(1,638.20)	18.09	747.80
101-41320-351	LEGAL NOTICES/ORD PUBLISHING	1,200.00	1,200.00	72.79	(1,127.21)	6.07	315.20
101-41320-360	INSURANCE AND BONDS	2,250.00	2,250.00	.00	(2,250.00)	.00	2,135.86
	TOTAL OTHER SERVICES AND CHA	14,850.00	14,850.00	1,912.99	(12,937.01)	12.88	13,993.80

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-41320-409 MAINT CONTRACTS - OFFICE EQUIP	16,000.00	16,000.00	21,664.20	5,664.20	135.40	22,482.68
101-41320-430 MISCELLANEOUS	50.00	50.00	5.00	(45.00)	10.00	432.27
101-41320-433 DUES AND SUBSCRIPTIONS	600.00	600.00	.00	(600.00)	.00	196.49
101-41320-437 CITY WIDE DUES & SUBSCRIPTIONS	14,000.00	14,000.00	3,575.00	(10,425.00)	25.54	13,345.00
101-41320-440 SCHOOLS AND MEETINGS	500.00	500.00	95.00	(405.00)	19.00	225.00
<i>TOTAL MISCELLANEOUS</i>	31,150.00	31,150.00	25,339.20	(5,810.80)	81.35	36,681.44
TOTAL ADMINISTRATION	447,408.00	447,408.00	93,662.69	(353,745.31)	20.93	288,866.73

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
ELECTIONS							
<i>PERSONAL SERVICES</i>							
101-41410-104	TEMP/SEAS EMPLOYEES - REGULAR	.00	.00	.00	.00	.00	8,035.63
	<i>TOTAL PERSONAL SERVICES</i>	.00	.00	.00	.00	.00	8,035.63
<i>SUPPLIES</i>							
101-41410-201	OFFICE SUPPLIES - ACCESSORIES	.00	.00	.00	.00	.00	265.22
	<i>TOTAL SUPPLIES</i>	.00	.00	.00	.00	.00	265.22
<i>OTHER SERVICES AND CHARGES</i>							
101-41410-331	TRAVEL/MEALS/LODGING	.00	.00	.00	.00	.00	150.94
101-41410-351	LEGAL NOTICES/ORD PUBLISHING	.00	.00	.00	.00	.00	72.00
	<i>TOTAL OTHER SERVICES AND CHA</i>	.00	.00	.00	.00	.00	222.94
<i>MISCELLANEOUS</i>							
101-41410-408	MAINT CONTRACTS - MACH/EQUIP	750.00	750.00	.00	(750.00)	.00	9,118.94
	<i>TOTAL MISCELLANEOUS</i>	750.00	750.00	.00	(750.00)	.00	9,118.94
	TOTAL ELECTIONS	750.00	750.00	.00	(750.00)	.00	17,642.73

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
FINANCE/MIS						
<i>PERSONAL SERVICES</i>						
101-41500-101 FULL-TIME EMPLOYEES - REGULAR	180,503.00	180,503.00	35,994.40	(144,508.60)	19.94	174,995.37
101-41500-121 PERA (EMPLOYER)	14,056.00	14,056.00	2,699.58	(11,356.42)	19.21	13,063.80
101-41500-122 FICA/MEDICARE (EMPLOYER)	14,337.00	14,337.00	2,651.40	(11,685.60)	18.49	12,763.41
101-41500-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	34,565.00	34,565.00	8,431.94	(26,133.06)	24.39	33,345.84
101-41500-132 FINANCE LONGEVITY PAY	6,903.00	6,903.00	.00	(6,903.00)	.00	.00
101-41500-133 FINANCE INS DEDUCTIBLE CONTRIB	2,400.00	2,400.00	25.75	(2,374.25)	1.07	1,665.77
101-41500-151 WORKERS' COMPENSATION PREMIU	1,417.00	1,417.00	.00	(1,417.00)	.00	781.12
101-41500-154 HRA/FLEX FEES	200.00	200.00	42.80	(157.20)	21.40	137.35
TOTAL PERSONAL SERVICES	254,381.00	254,381.00	49,845.87	(204,535.13)	19.59	236,752.66
<i>SUPPLIES</i>						
101-41500-201 OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,500.00	85.55	(1,414.45)	5.70	1,498.69
101-41500-204 STATIONARY, FORMS & ENVELOPES	2,700.00	2,700.00	62.55	(2,637.45)	2.32	3,223.35
101-41500-209 SOFTWARE UPDATES	1,000.00	1,000.00	.00	(1,000.00)	.00	3,162.20
101-41500-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00	(500.00)	.00	223.00
101-41500-240 SMALL TOOLS AND MINOR EQUIPME	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
TOTAL SUPPLIES	6,700.00	6,700.00	148.10	(6,551.90)	2.21	8,107.24
<i>OTHER SERVICES AND CHARGES</i>						
101-41500-301 AUDITING AND ACCOUNTING	36,000.00	36,000.00	8,987.00	(27,013.00)	24.96	32,502.00
101-41500-304 MISC PROFESSIONAL SERVICES	3,500.00	3,500.00	2,388.00	(1,112.00)	68.23	3,543.00
101-41500-308 ISANTI CO ASSESSMENT MGMT FEE	600.00	600.00	.00	(600.00)	.00	423.00
101-41500-309 EDP PROFESSIONAL SERVICES	30,000.00	30,000.00	208.00	(29,792.00)	.69	4,431.25
101-41500-313 IT MGMT & BACKUP	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-41500-321 TELEPHONE/CELLULAR PHONES	.00	.00	45.00	45.00	.00	.00
101-41500-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	19.00
101-41500-334 MILEAGE REIMBURSEMENT	300.00	300.00	.00	(300.00)	.00	.00
101-41500-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	.00	(500.00)	.00	373.00
101-41500-360 INSURANCE AND BONDS	2,100.00	2,100.00	.00	(2,100.00)	.00	1,608.13
TOTAL OTHER SERVICES AND CHA	76,500.00	76,500.00	12,516.40	(63,983.60)	16.36	48,229.78
<i>MISCELLANEOUS</i>						
101-41500-409 MAINT CONTRACTS - OFFICE EQUIP	18,000.00	18,000.00	7,888.00	(10,112.00)	43.82	15,776.00
101-41500-430 MISCELLANEOUS	250.00	250.00	.00	(250.00)	.00	4.73
101-41500-433 DUES AND SUBSCRIPTIONS	1,700.00	1,700.00	693.80	(1,006.20)	40.81	1,624.80
101-41500-440 SCHOOLS AND MEETINGS	2,300.00	2,300.00	.00	(2,300.00)	.00	905.66
TOTAL MISCELLANEOUS	22,250.00	22,250.00	8,581.80	(13,668.20)	38.57	18,311.19
TOTAL FINANCE/MIS	359,831.00	359,831.00	71,092.17	(288,738.83)	19.76	311,400.87

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LEGAL</u>						
<i>OTHER SERVICES & CHARGES</i>						
101-41610-304 LEGAL FEES	60,000.00	60,000.00	.00	(60,000.00)	.00	42,142.72
101-41610-305 PROSECUTION SERVICES	42,000.00	42,000.00	3,384.04	(38,615.96)	8.06	40,608.48
101-41610-307 TOWNSHIP ANNEXATION PAYMENTS	11,000.00	11,000.00	.00	(11,000.00)	.00	10,804.78
<i>TOTAL OTHER SERVICES & CHARG</i>	<u>113,000.00</u>	<u>113,000.00</u>	<u>3,384.04</u>	<u>(109,615.96)</u>	<u>2.99</u>	<u>93,555.98</u>
TOTAL LEGAL	<u><u>113,000.00</u></u>	<u><u>113,000.00</u></u>	<u><u>3,384.04</u></u>	<u><u>(109,615.96)</u></u>	<u><u>2.99</u></u>	<u><u>93,555.98</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
BUILDING DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-41920-101 FULL-TIME EMPLOYEES - REGULAR	210,595.00	210,595.00	44,857.42	(165,737.58)	21.30	182,956.34
101-41920-103 SEASONAL/TEMP SALARY	.00	.00	.00	.00	.00	1,877.04
101-41920-121 PERA (EMPLOYER)	16,000.00	16,000.00	3,074.75	(12,925.25)	19.22	13,501.82
101-41920-122 FICA/MEDICARE (EMPLOYER)	16,320.00	16,320.00	3,300.14	(13,019.86)	20.22	13,138.73
101-41920-131 MEDICAL/DENTAL/LIFE	51,847.00	51,847.00	12,645.59	(39,201.41)	24.39	50,004.84
101-41920-132 BLDG DEPT LONGEVITY PAY	2,738.00	2,738.00	.00	(2,738.00)	.00	.00
101-41920-133 BLDG DEPT INS DEDUCTIBLE CONTR	3,600.00	3,600.00	416.98	(3,183.02)	11.58	2,017.42
101-41920-151 WORKERS' COMPENSATION PREMIU	1,460.00	1,460.00	.00	(1,460.00)	.00	723.48
101-41920-154 HRA/FLEX FEES	250.00	250.00	73.60	(176.40)	29.44	206.00
TOTAL PERSONAL SERVICES	302,810.00	302,810.00	64,368.48	(238,441.52)	21.26	264,425.67
<i>SUPPLIES</i>						
101-41920-201 OFFICE SUPPLIES	750.00	750.00	94.76	(655.24)	12.63	810.40
101-41920-209 SOFTWARE UPDATES	500.00	500.00	.00	(500.00)	.00	.00
101-41920-210 MISCELLANEOUS OPER SUPPLIES	800.00	800.00	.00	(800.00)	.00	203.25
101-41920-212 GASOLINE/FUEL/LUBRICANTS/ADDIT	2,400.00	2,400.00	82.13	(2,317.87)	3.42	910.83
101-41920-221 REPAIRS & MAINT SUPP VEH/EQUIP	800.00	800.00	.00	(800.00)	.00	263.76
101-41920-240 SMALL TOOLS & MINOR EQUIPMENT	5,000.00	5,000.00	.00	(5,000.00)	.00	2,118.22
TOTAL SUPPLIES	10,250.00	10,250.00	176.89	(10,073.11)	1.73	4,306.46
<i>OTHER CHARGES & SERVICES</i>						
101-41920-304 MISC. PROFESSIONAL FEES	300.00	300.00	.00	(300.00)	.00	2,653.00
101-41920-313 IT MGMT & BACKUP	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-41920-321 TELEPHONE/CELLULAR PHONES	2,700.00	2,700.00	366.28	(2,333.72)	13.57	2,263.14
101-41920-331 TRAVEL/MEALS/LODGING	300.00	300.00	.00	(300.00)	.00	.00
101-41920-334 MILEAGE REIMBURSEMENT	500.00	500.00	.00	(500.00)	.00	266.12
101-41920-360 INSURANCE AND BONDS	2,400.00	2,400.00	.00	(2,400.00)	.00	2,217.61
TOTAL OTHER CHARGES & SERVIC	9,200.00	9,200.00	1,254.68	(7,945.32)	13.64	12,730.27
<i>MISCELLANEOUS</i>						
101-41920-404 REPAIRS & MAINT LABOR VEH & EQ	200.00	200.00	.00	(200.00)	.00	78.00
101-41920-409 MAINT CONTRACTS-OFFICE EQUIP	2,800.00	2,800.00	2,685.00	(115.00)	95.89	2,685.00
101-41920-430 MISCELLANEOUS	200.00	200.00	.00	(200.00)	.00	.00
101-41920-432 CREDIT CARD FEES-BLDG PERMITS	500.00	500.00	2.00	(498.00)	.40	1,349.81
101-41920-433 DUES AND SUBSCRIPTIONS	1,400.00	1,400.00	140.00	(1,260.00)	10.00	395.00
101-41920-440 SCHOOLS & MEETINGS	2,500.00	2,500.00	830.00	(1,670.00)	33.20	1,355.00
TOTAL MISCELLANEOUS	7,600.00	7,600.00	3,657.00	(3,943.00)	48.12	5,862.81
TOTAL BUILDING DEPARTMENT	329,860.00	329,860.00	69,457.05	(260,402.95)	21.06	287,325.21

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ENGINEERING</u>						
<i>OTHER CHARGES & SERVICES</i>						
101-41925-303 ENGINEERING FEES	35,000.00	35,000.00	2,195.50	(32,804.50)	6.27	40,440.00
<i>TOTAL OTHER CHARGES & SERVIC</i>	<u>35,000.00</u>	<u>35,000.00</u>	<u>2,195.50</u>	<u>(32,804.50)</u>	<u>6.27</u>	<u>40,440.00</u>
TOTAL ENGINEERING	<u>35,000.00</u>	<u>35,000.00</u>	<u>2,195.50</u>	<u>(32,804.50)</u>	<u>6.27</u>	<u>40,440.00</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
PLANNING						
<i>PERSONAL SERVICES</i>						
101-41935-101	99,320.00	99,320.00	19,816.01	(79,503.99)	19.95	166,960.72
101-41935-112	2,500.00	2,500.00	105.00	(2,395.00)	4.20	2,240.00
101-41935-121	7,719.00	7,719.00	1,486.20	(6,232.80)	19.25	12,447.18
101-41935-122	7,874.00	7,874.00	1,494.75	(6,379.25)	18.98	12,216.57
101-41935-131	17,282.00	17,282.00	4,215.97	(13,066.03)	24.40	33,345.84
101-41935-132	3,600.00	3,600.00	.00	(3,600.00)	.00	.00
101-41935-133	1,200.00	1,200.00	.00	(1,200.00)	.00	1,539.89
101-41935-151	805.00	805.00	.00	(805.00)	.00	678.89
101-41935-153	38,480.00	38,480.00	.00	(38,480.00)	.00	.00
101-41935-154	150.00	150.00	21.40	(128.60)	14.27	137.35
<i>TOTAL PERSONAL SERVICES</i>	<i>178,930.00</i>	<i>178,930.00</i>	<i>27,139.33</i>	<i>(151,790.67)</i>	<i>15.17</i>	<i>229,566.44</i>
<i>SUPPLIES</i>						
101-41935-201	1,500.00	1,500.00	.00	(1,500.00)	.00	1,676.03
101-41935-209	2,500.00	2,500.00	808.00	(1,692.00)	32.32	1,237.56
101-41935-210	200.00	200.00	.00	(200.00)	.00	.00
101-41935-212	300.00	300.00	19.95	(280.05)	6.65	93.99
101-41935-221	300.00	300.00	.00	(300.00)	.00	460.21
101-41935-240	7,000.00	7,000.00	.00	(7,000.00)	.00	.00
<i>TOTAL SUPPLIES</i>	<i>11,800.00</i>	<i>11,800.00</i>	<i>827.95</i>	<i>(10,972.05)</i>	<i>7.02</i>	<i>3,467.79</i>
<i>OTHER CHARGES & SERVICES</i>						
101-41935-301	2,500.00	2,500.00	.00	(2,500.00)	.00	2,110.00
101-41935-304	2,000.00	2,000.00	.00	(2,000.00)	.00	.00
101-41935-313	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-41935-331	600.00	600.00	.00	(600.00)	.00	12.00
101-41935-334	250.00	250.00	.00	(250.00)	.00	.00
101-41935-351	800.00	800.00	19.99	(780.01)	2.50	158.00
101-41935-360	10,000.00	10,000.00	.00	(10,000.00)	.00	9,393.16
<i>TOTAL OTHER CHARGES & SERVIC</i>	<i>19,150.00</i>	<i>19,150.00</i>	<i>908.39</i>	<i>(18,241.61)</i>	<i>4.74</i>	<i>17,003.56</i>
<i>MISCELLANEOUS</i>						
101-41935-404	200.00	200.00	.00	(200.00)	.00	.00
101-41935-409	5,100.00	5,100.00	2,990.00	(2,110.00)	58.83	2,990.00
101-41935-430	800.00	800.00	46.00	(754.00)	5.75	(4,914.64)
101-41935-431	.00	.00	.00	.00	.00	4,855.80
101-41935-433	900.00	900.00	450.00	(450.00)	50.00	866.00
101-41935-440	1,500.00	1,500.00	200.00	(1,300.00)	13.33	620.00
101-41935-489	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<i>9,500.00</i>	<i>9,500.00</i>	<i>3,686.00</i>	<i>(5,814.00)</i>	<i>38.80</i>	<i>4,417.16</i>
TOTAL PLANNING	219,380.00	219,380.00	32,561.67	(186,818.33)	14.84	254,454.95

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
NEW CITY HALL BUILDING						
<i>PERSONAL SERVICES</i>						
101-41950-101 FULL-TIME EMPLOYEES - REGULAR	27,654.00	27,654.00	5,412.01	(22,241.99)	19.57	28,004.23
101-41950-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-41950-121 PERA (EMPLOYER)	2,189.00	2,189.00	405.90	(1,783.10)	18.54	2,088.36
101-41950-122 FICA/MEDICARE (EMPLOYER)	2,233.00	2,233.00	399.40	(1,833.60)	17.89	2,059.37
101-41950-131 MEDICAL/DENTAL/LIFE	8,642.00	8,642.00	2,105.44	(6,536.56)	24.36	8,321.28
101-41950-132 LONGEVITY PAY	536.00	536.00	.00	(536.00)	.00	.00
101-41950-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
101-41950-151 WORKERS' COMPENSATION PREMIU	2,090.00	2,090.00	.00	(2,090.00)	.00	1,266.72
101-41950-154 HRA/FLEX FEES	100.00	100.00	10.70	(89.30)	10.70	34.35
TOTAL PERSONAL SERVICES	45,044.00	45,044.00	8,333.45	(36,710.55)	18.50	41,774.31
<i>SUPPLIES</i>						
101-41950-212 GASOLINE/FUEL	200.00	200.00	.00	(200.00)	.00	27.48
101-41950-215 MAINTENANCE SUPPLIES	9,000.00	9,000.00	379.85	(8,620.15)	4.22	8,938.05
101-41950-240 SMALL TOOLS & EQUIPMENT	1,500.00	1,500.00	.00	(1,500.00)	.00	2,421.35
TOTAL SUPPLIES	10,700.00	10,700.00	379.85	(10,320.15)	3.55	11,386.88
<i>OTHER SERVICES AND CHARGES</i>						
101-41950-321 TELEPHONE/CELLULAR PHONES	19,000.00	19,000.00	1,581.38	(17,418.62)	8.32	16,243.40
101-41950-360 INSURANCE AND BONDS	2,100.00	2,100.00	.00	(2,100.00)	.00	1,918.30
101-41950-381 ELECTRIC UTILITIES	12,000.00	12,000.00	863.08	(11,136.92)	7.19	11,544.14
101-41950-382 WATER/WASTEWATER UTILITIES	4,000.00	4,000.00	445.47	(3,554.53)	11.14	3,514.27
101-41950-383 GAS UTILITIES	7,000.00	7,000.00	769.50	(6,230.50)	10.99	6,161.43
TOTAL OTHER SERVICES AND CHA	44,100.00	44,100.00	3,659.43	(40,440.57)	8.30	39,381.54
<i>MISCELLANEOUS</i>						
101-41950-401 REPAIRS & MAINT LABOR - BLDGS	37,000.00	37,000.00	3,857.27	(33,142.73)	10.43	31,910.34
101-41950-409 MAINT CONTRACTS - OFFICE EQUIP	4,800.00	4,800.00	3,828.00	(972.00)	79.75	4,301.00
101-41950-413 RENTALS - OFFICE EQUIPMENT	14,000.00	14,000.00	1,283.65	(12,716.35)	9.17	8,412.32
101-41950-430 MISCELLANEOUS	500.00	500.00	.00	(500.00)	.00	339.15
TOTAL MISCELLANEOUS	56,300.00	56,300.00	8,968.92	(47,331.08)	15.93	44,962.81
TOTAL NEW CITY HALL BUILDING	156,144.00	156,144.00	21,341.65	(134,802.35)	13.67	137,505.54

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
POLICE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42100-101	1,286,204.00	1,286,204.00	220,381.52	(1,065,822.48)	17.13	1,047,379.18
101-42100-102	73,000.00	73,000.00	15,116.87	(57,883.13)	20.71	89,726.91
101-42100-103	.00	.00	1,156.24	1,156.24	.00	32,847.55
101-42100-104	20,000.00	20,000.00	749.44	(19,250.56)	3.75	8,522.41
101-42100-110	30,000.00	30,000.00	8,698.21	(21,301.79)	28.99	26,809.50
101-42100-117	9,636.00	9,636.00	1,590.75	(8,045.25)	16.51	9,681.89
101-42100-121	247,659.00	247,659.00	41,595.56	(206,063.44)	16.80	202,560.96
101-42100-122	28,127.00	28,127.00	4,746.61	(23,380.39)	16.88	22,731.67
101-42100-131	310,853.00	310,853.00	67,592.38	(243,260.62)	21.74	249,656.46
101-42100-132	44,572.00	44,572.00	.00	(44,572.00)	.00	.00
101-42100-133	20,400.00	20,400.00	1,653.54	(18,746.46)	8.11	11,369.47
101-42100-151	80,623.00	80,623.00	.00	(80,623.00)	.00	40,386.31
101-42100-154	1,500.00	1,500.00	333.00	(1,167.00)	22.20	1,089.20
TOTAL PERSONAL SERVICES	2,152,574.00	2,152,574.00	363,614.12	(1,788,959.88)	16.89	1,742,761.51
<i>SUPPLIES</i>						
101-42100-201	3,300.00	3,300.00	112.91	(3,187.09)	3.42	1,819.19
101-42100-202	1,500.00	1,500.00	112.69	(1,387.31)	7.51	1,050.45
101-42100-209	7,800.00	7,800.00	.00	(7,800.00)	.00	49.99
101-42100-210	5,500.00	5,500.00	39.73	(5,460.27)	.72	2,759.09
101-42100-212	40,000.00	40,000.00	2,270.03	(37,729.97)	5.68	28,417.23
101-42100-213	5,500.00	5,500.00	.00	(5,500.00)	.00	2,048.00
101-42100-214	5,000.00	5,000.00	646.27	(4,353.73)	12.93	2,119.32
101-42100-217	4,000.00	4,000.00	1,440.62	(2,559.38)	36.02	4,042.08
101-42100-221	18,500.00	18,500.00	118.18	(18,381.82)	.64	8,964.13
101-42100-231	21,000.00	21,000.00	2,894.32	(18,105.68)	13.78	10,899.53
101-42100-232	1,800.00	1,800.00	.00	(1,800.00)	.00	.00
101-42100-240	18,000.00	18,000.00	12,817.77	(5,182.23)	71.21	8,263.40
TOTAL SUPPLIES	131,900.00	131,900.00	20,452.52	(111,447.48)	15.51	70,432.41
<i>OTHER SERVICES AND CHARGES</i>						
101-42100-304	7,500.00	7,500.00	1,947.50	(5,552.50)	25.97	54,273.60
101-42100-313	20,000.00	20,000.00	3,997.60	(16,002.40)	19.99	23,985.60
101-42100-321	14,500.00	14,500.00	2,018.60	(12,481.40)	13.92	12,118.79
101-42100-322	600.00	600.00	.00	(600.00)	.00	350.75
101-42100-331	3,000.00	3,000.00	.00	(3,000.00)	.00	457.50
101-42100-334	500.00	500.00	.00	(500.00)	.00	256.48
101-42100-340	100.00	100.00	4.50	(95.50)	4.50	.00
101-42100-360	58,000.00	58,000.00	.00	(58,000.00)	.00	55,184.83
101-42100-381	6,000.00	6,000.00	443.87	(5,556.13)	7.40	5,936.98
101-42100-383	4,000.00	4,000.00	379.00	(3,621.00)	9.48	3,034.73
TOTAL OTHER SERVICES AND CHA	114,200.00	114,200.00	8,791.07	(105,408.93)	7.70	155,599.26

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-42100-404 REPAIR & MAINT LABOR - VEH/EQ	10,000.00	10,000.00	159.60	(9,840.40)	1.60	4,452.17
101-42100-409 MAINT CONTRACTS - EQUIPMENT	25,000.00	25,000.00	17,155.42	(7,844.58)	68.62	28,370.53
101-42100-410 POLICE RESERVE ACTIVITY	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-42100-411 POLICE-AUTO PAWN SERVICE	2,400.00	2,400.00	2,370.00	(30.00)	98.75	2,421.60
101-42100-432 CREDIT CARD FEES-POLICE DEPT	50.00	50.00	.00	(50.00)	.00	37.55
101-42100-433 DUES AND SUBSCRIPTIONS	12,000.00	12,000.00	4,624.48	(7,375.52)	38.54	11,535.95
101-42100-440 SCHOOLS AND MEETINGS	14,000.00	14,000.00	1,622.00	(12,378.00)	11.59	9,918.00
101-42100-489 OTHER CONTRACTED SERVICES	.00	.00	.00	.00	.00	669.84
<i>TOTAL MISCELLANEOUS</i>	<u>64,450.00</u>	<u>64,450.00</u>	<u>25,931.50</u>	<u>(38,518.50)</u>	<u>40.24</u>	<u>57,405.64</u>
TOTAL POLICE DEPARTMENT	<u><u>2,463,124.00</u></u>	<u><u>2,463,124.00</u></u>	<u><u>418,789.21</u></u>	<u><u>(2,044,334.79)</u></u>	<u><u>17.00</u></u>	<u><u>2,026,198.82</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
FIRE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42200-101	90,459.00	90,459.00	17,656.00	(72,803.00)	19.52	84,707.89
101-42200-103	50,000.00	50,000.00	3,554.00	(46,446.00)	7.11	45,818.00
101-42200-121	16,278.00	16,278.00	3,125.10	(13,152.90)	19.20	14,974.10
101-42200-122	5,159.00	5,159.00	517.81	(4,641.19)	10.04	4,657.96
101-42200-131	17,282.00	17,282.00	4,213.85	(13,068.35)	24.38	16,659.00
101-42200-132	1,507.00	1,507.00	.00	(1,507.00)	.00	.00
101-42200-133	1,200.00	1,200.00	.00	(1,200.00)	.00	611.69
101-42200-151	39,652.00	39,652.00	.00	(39,652.00)	.00	27,645.23
101-42200-154	150.00	150.00	21.40	(128.60)	14.27	68.65
TOTAL PERSONAL SERVICES	221,687.00	221,687.00	29,087.96	(192,599.04)	13.12	195,142.52
<i>SUPPLIES</i>						
101-42200-201	250.00	250.00	.00	(250.00)	.00	46.95
101-42200-204	100.00	100.00	.00	(100.00)	.00	.00
101-42200-210	9,500.00	9,500.00	518.21	(8,981.79)	5.45	6,008.41
101-42200-212	6,300.00	6,300.00	204.50	(6,095.50)	3.25	4,312.33
101-42200-215	200.00	200.00	.00	(200.00)	.00	.00
101-42200-221	15,000.00	15,000.00	198.00	(14,802.00)	1.32	20,436.23
101-42200-223	1,500.00	1,500.00	.00	(1,500.00)	.00	2,629.93
101-42200-231	10,000.00	10,000.00	2,165.04	(7,834.96)	21.65	15,127.33
101-42200-240	7,000.00	7,000.00	1,147.00	(5,853.00)	16.39	2,748.23
101-42200-241	.00	.00	.00	.00	.00	1,899.82
TOTAL SUPPLIES	49,850.00	49,850.00	4,232.75	(45,617.25)	8.49	53,209.23
<i>OTHER SERVICES AND CHARGES</i>						
101-42200-304	15,000.00	15,000.00	7,486.63	(7,513.37)	49.91	16,835.72
101-42200-307	10,000.00	10,000.00	.00	(10,000.00)	.00	10,000.00
101-42200-313	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-42200-321	1,400.00	1,400.00	150.04	(1,249.96)	10.72	1,371.42
101-42200-331	1,500.00	1,500.00	.00	(1,500.00)	.00	187.81
101-42200-334	300.00	300.00	.00	(300.00)	.00	.00
101-42200-340	250.00	250.00	.00	(250.00)	.00	764.80
101-42200-360	7,000.00	7,000.00	.00	(7,000.00)	.00	6,338.48
101-42200-381	17,000.00	17,000.00	1,201.91	(15,798.09)	7.07	16,045.61
101-42200-382	500.00	500.00	86.54	(413.46)	17.31	427.77
101-42200-383	5,000.00	5,000.00	697.11	(4,302.89)	13.94	2,646.58
TOTAL OTHER SERVICES AND CHA	60,950.00	60,950.00	10,510.63	(50,439.37)	17.24	59,948.59

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-42200-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	1,500.00	.00	(1,500.00)	.00	.00
101-42200-404 REPAIR & MAINT LABOR - VEH/EQ	1,000.00	1,000.00	.00	(1,000.00)	.00	7,200.55
101-42200-433 DUES AND SUBSCRIPTIONS	1,700.00	1,700.00	905.00	(795.00)	53.24	1,650.00
101-42200-440 SCHOOLS AND MEETINGS	6,000.00	6,000.00	.00	(6,000.00)	.00	689.90
101-42200-441 GRANT FUNDED SCHOOLS	.00	.00	2,149.00	2,149.00	.00	3,141.75
<i>TOTAL MISCELLANEOUS</i>	<u>10,200.00</u>	<u>10,200.00</u>	<u>3,054.00</u>	<u>(7,146.00)</u>	<u>29.94</u>	<u>12,682.20</u>
TOTAL FIRE DEPARTMENT	<u><u>342,687.00</u></u>	<u><u>342,687.00</u></u>	<u><u>46,885.34</u></u>	<u><u>(295,801.66)</u></u>	<u><u>13.68</u></u>	<u><u>320,982.54</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EMERGENCY MANAGEMENT						
<i>SUPPLIES</i>						
101-42300-201 OFFICE SUPPLIES	100.00	100.00	.00 (100.00)	.00	.00
101-42300-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00 (500.00)	.00	349.00
101-42300-240 SMALL TOOLS AND MINOR EQUIP	1,500.00	1,500.00	.00 (1,500.00)	.00	530.75
<i>TOTAL SUPPLIES</i>	2,100.00	2,100.00	.00 (2,100.00)	.00	879.75
<i>OTHER SERVICES AND CHARGES</i>						
101-42300-331 TRAVEL/MEALS/LODGING	300.00	300.00	.00 (300.00)	.00	.00
<i>TOTAL OTHER SERVICES AND CHA</i>	300.00	300.00	.00 (300.00)	.00	.00
<i>MISCELLANEOUS</i>						
101-42300-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	200.00
101-42300-440 SCHOOLS AND MEETINGS	500.00	500.00	160.00 (340.00)	32.00	151.96
101-42300-489 OTHER CONTRACTED SERVICES	1,500.00	1,500.00	250.00 (1,250.00)	16.67	2,468.00
<i>TOTAL MISCELLANEOUS</i>	2,000.00	2,000.00	410.00 (1,590.00)	20.50	2,819.96
<i>FUNCTION 9</i>						
101-42300-999 COVID 19 EMERGENCY MANAGEMEN	.00	.00	64.64	64.64	.00	403.62
<i>TOTAL FUNCTION 9</i>	.00	.00	64.64	64.64	.00	403.62
TOTAL EMERGENCY MANAGEMENT	4,400.00	4,400.00	474.64 (3,925.36)	10.79	4,103.33

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ANIMAL CONTROL</u>						
<i>OTHER SERVICES & CHARGES</i>						
101-42700-310 ANIMAL CONTROL SERVICES	5,000.00	5,000.00	800.00	(4,200.00)	16.00	4,800.00
<i>TOTAL OTHER SERVICES & CHARG</i>	5,000.00	5,000.00	800.00	(4,200.00)	16.00	4,800.00
TOTAL ANIMAL CONTROL	5,000.00	5,000.00	800.00	(4,200.00)	16.00	4,800.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
STREETS						
<i>PERSONAL SERVICES</i>						
101-43001-101	FULL-TIME EMPLOYEES - REGULAR	653,233.00	653,233.00	163,406.96 (489,826.04)	25.02	583,268.61
101-43001-102	FULL-TIME EMPLOYEES - OVERTIME	5,000.00	5,000.00	259.55 (4,740.45)	5.19	1,252.39
101-43001-104	TEMP/SEAS EMPLOYEES REGULAR	41,536.00	41,536.00	.00 (41,536.00)	.00	15,461.06
101-43001-110	HOURS WORKED HOLIDAY	2,000.00	2,000.00	.00 (2,000.00)	.00	.00
101-43001-111	OVERTIME-SNOWPLOWING	46,000.00	46,000.00	25,156.02 (20,843.98)	54.69	24,927.40
101-43001-112	OVERTIME MOSQUITO SPRAYING	2,000.00	2,000.00	.00 (2,000.00)	.00	293.50
101-43001-115	CALL-IN PAY	.00	.00	.00 .00	.00	332.51
101-43001-121	PERA (EMPLOYER)	55,038.00	55,038.00	12,099.20 (42,938.80)	21.98	45,747.30
101-43001-122	FICA/MEDICARE (EMPLOYER)	59,316.00	59,316.00	12,645.37 (46,670.63)	21.32	46,310.67
101-43001-123	CENTRAL PENSION FUND CONTRIB	16,640.00	16,840.00	3,415.99 (13,224.01)	20.53	8,483.17
101-43001-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	143,479.00	143,479.00	35,711.01 (107,767.99)	24.89	132,062.72
101-43001-132	STREETS LONGEVITY PAY	25,600.00	25,600.00	.00 (25,600.00)	.00	.00
101-43001-133	STREETS INS DEDUCTIBLE CONTRIB	11,600.00	11,600.00	1.99 (11,598.01)	.02	6,386.86
101-43001-151	WORKERS' COMPENSATION PREMIU	70,768.00	70,768.00	.00 (70,768.00)	.00	31,492.25
101-43001-154	HRA/FLEX FEES	700.00	700.00	210.95 (489.05)	30.14	602.81
101-43001-157	SEVERENCE	28,140.00	28,140.00	.00 (28,140.00)	.00	.00
	TOTAL PERSONAL SERVICES	1,161,050.00	1,161,050.00	252,907.04 (908,142.96)	21.78	896,621.25
<i>SUPPLIES</i>						
101-43001-201	OFFICE SUPPLIES-ACCESSORIES	1,500.00	1,500.00	.00 (1,500.00)	.00	2,002.90
101-43001-202	DUPLICATING AND COPYING SUPPLI	200.00	200.00	.00 (200.00)	.00	20.00
101-43001-204	STATIONERY, FORMS & ENVELOPES	200.00	200.00	.00 (200.00)	.00	477.31
101-43001-209	SOFTWARE UPDATES	700.00	700.00	.00 (700.00)	.00	323.50
101-43001-210	MISCELLANEOUS OPER SUPPLIES	10,000.00	10,000.00	1,663.91 (8,336.09)	16.64	12,505.89
101-43001-212	GASOLINE/FUEL/LUB/ADDITIVES	35,000.00	35,000.00	7,097.74 (27,902.26)	20.28	24,795.45
101-43001-215	SHOP MAINTENANCE SUPPLIES	1,000.00	1,000.00	.00 (1,000.00)	.00	1,617.17
101-43001-219	SNOW REMOVAL MATERIALS	70,000.00	70,000.00	36,539.87 (33,460.13)	52.20	63,048.44
101-43001-221	REPAIR & MAINT SUPP-VEH/EQ	60,000.00	60,000.00	23,039.12 (36,960.88)	38.40	91,517.58
101-43001-224	REPAIR & MAINT-INFRASTRUCTURE	12,000.00	12,000.00	219.43 (11,780.57)	1.83	14,211.53
101-43001-226	SIGNS	6,000.00	6,000.00	245.10 (5,754.90)	4.09	5,838.02
101-43001-240	SMALL TOOLS AND MINOR EQUIP	10,000.00	10,000.00	3,431.04 (6,568.96)	34.31	11,405.12
	TOTAL SUPPLIES	206,600.00	206,600.00	72,236.21 (134,363.79)	34.96	227,562.91

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES AND CHARGES</i>						
101-43001-304 MISC PROFESSIONAL FEES	3,500.00	3,500.00	150.00	(3,350.00)	4.29	2,830.54
101-43001-313 IT MGMT & BACKUP	3,000.00	3,000.00	888.40	(2,111.60)	29.61	5,330.40
101-43001-321 TELEPHONE/CELLULAR PHONES	8,000.00	8,000.00	476.29	(7,523.71)	5.95	4,638.36
101-43001-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	12.00
101-43001-334 MILEAGE REIMBURSEMENT	400.00	400.00	.00	(400.00)	.00	.00
101-43001-340 ADVERTISING	400.00	400.00	157.55	(242.45)	39.39	296.60
101-43001-360 INSURANCE AND BONDS	18,000.00	18,000.00	.00	(18,000.00)	.00	16,485.38
101-43001-381 ELECTRIC UTILITIES	7,500.00	7,500.00	687.25	(6,812.75)	9.16	7,046.63
101-43001-382 WATER/WASTEWATER UTILITIES	3,000.00	3,000.00	353.21	(2,646.79)	11.77	2,706.68
101-43001-383 GAS UTILITIES	13,000.00	13,000.00	2,103.92	(10,896.08)	16.18	10,934.49
101-43001-384 REFUSE HAULING	3,500.00	3,500.00	298.92	(3,201.08)	8.54	2,375.88
TOTAL OTHER SERVICES AND CHA	60,800.00	60,800.00	5,115.54	(55,684.46)	8.41	52,656.96
<i>MISCELLANEOUS</i>						
101-43001-401 REPAIR & MAINT LABOR-BLDGS	1,000.00	1,000.00	.00	(1,000.00)	.00	805.85
101-43001-404 REPAIR & MAINT LABOR-VEH/EQ	5,000.00	5,000.00	642.05	(4,357.95)	12.84	12,319.94
101-43001-405 EMERG MGMT REP & MAINT	500.00	500.00	.00	(500.00)	.00	.00
101-43001-406 PAINTING AND STRIPING	23,000.00	23,000.00	.00	(23,000.00)	.00	17,737.75
101-43001-407 BRIDGE REPAIR	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-43001-408 SIDEWALK REPAIRS	.00	.00	.00	.00	.00	4,400.00
101-43001-413 BNSF PARKING LEASE	3,100.00	3,100.00	3,189.02	89.02	102.87	3,096.14
101-43001-414 EQUIPMENT RENTAL	6,000.00	6,000.00	2,150.00	(3,850.00)	35.83	4,250.00
101-43001-417 RENTALS - UNIFORMS	8,000.00	8,000.00	1,396.73	(6,603.27)	17.46	8,207.63
101-43001-430 MISCELLANEOUS	1,000.00	1,000.00	.00	(1,000.00)	.00	40.00
101-43001-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	367.45	(632.55)	36.75	777.20
101-43001-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	.00	(1,500.00)	.00	690.00
101-43001-443 CITY GARDEN/FLOWER OPER EXP	2,000.00	2,000.00	.00	(2,000.00)	.00	261.47
101-43001-444 INSECT CONTROL	7,000.00	7,000.00	.00	(7,000.00)	.00	110.01
101-43001-445 DISEASED TREE PROGRAM	15,000.00	15,000.00	.00	(15,000.00)	.00	5,112.85
101-43001-446 WEED CONTROL	4,000.00	4,000.00	.00	(4,000.00)	.00	3,052.89
101-43001-447 DOWNTOWN DECORATIONS	10,000.00	10,000.00	.00	(10,000.00)	.00	1,081.10
101-43001-449 SOD REPLACEMENT PROJECT	4,000.00	4,000.00	.00	(4,000.00)	.00	.00
101-43001-489 OTHER CONTRACTED SERVICES	14,000.00	14,000.00	6,188.97	(7,811.03)	44.21	8,077.87
TOTAL MISCELLANEOUS	107,100.00	107,100.00	13,934.22	(93,165.78)	13.01	70,020.70
TOTAL STREETS	1,535,550.00	1,535,550.00	344,193.01	(1,191,356.99)	22.41	1,246,861.82

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
PARKS & RECREATION						
<i>PERSONAL SERVICES</i>						
101-45200-101 FULL-TIME EMPLOYEES - REGULAR	131,166.00	131,166.00	13,478.38	(117,687.62)	10.28	105,593.08
101-45200-102 FULL-TIME EMPLOYEES - OVERTIME	2,000.00	2,000.00	3,208.78	1,208.78	160.44	1,169.62
101-45200-104 TEMP/SEAS EMPLOYEES - REGULAR	43,459.00	43,459.00	3,172.82	(40,286.18)	7.30	28,504.10
101-45200-112 PARKS & REC COMM STIPENDS	3,000.00	3,000.00	35.00	(2,965.00)	1.17	455.00
101-45200-121 PERA (EMPLOYER)	10,227.00	10,227.00	1,251.55	(8,975.45)	12.24	8,034.74
101-45200-122 FICA/MEDICARE (EMPLOYER)	13,986.00	13,986.00	1,492.48	(12,493.52)	10.67	9,994.43
101-45200-123 CENTRAL PENSION FUND CONTRIB	4,160.00	4,160.00	486.48	(3,673.52)	11.69	2,328.29
101-45200-131 MEDICAL/DENTAL/LIFE	28,696.00	28,696.00	3,730.94	(24,965.06)	13.00	22,879.32
101-45200-132 PARKS LONGEVITY PAY	3,191.00	3,191.00	.00	(3,191.00)	.00	.00
101-45200-133 PARKS INSUR DEDUCTIBLE CONTRIB	2,400.00	2,400.00	175.01	(2,224.99)	7.29	1,227.64
101-45200-151 WORKERS' COMPENSATION PREMIU	10,460.00	10,460.00	.00	(10,460.00)	.00	5,520.82
101-45200-154 HRA/FLEX FEES	200.00	200.00	33.87	(166.13)	16.94	115.04
TOTAL PERSONAL SERVICES	252,945.00	252,945.00	27,065.31	(225,879.69)	10.70	185,822.08
<i>SUPPLIES</i>						
101-45200-210 MISCELLANEOUS OPER SUPPLIES	10,000.00	10,000.00	275.73	(9,724.27)	2.76	4,797.89
101-45200-212 GASOLINE/FUEL/LUBI/ADDITIVES	7,000.00	7,000.00	1,395.14	(5,604.86)	19.93	9,508.86
101-45200-221 REPAIR & MAINT SUPP - VEH/EQ	12,000.00	12,000.00	1,146.87	(10,853.13)	9.56	7,096.55
101-45200-223 REPAIR & MAINT SUPP - BLDG/INF	15,000.00	15,000.00	4,222.37	(10,777.63)	28.15	11,294.35
101-45200-226 SIGNS	1,000.00	1,000.00	.00	(1,000.00)	.00	423.25
101-45200-230 MASTER GARDENERS SUPPLIES	2,000.00	2,000.00	.00	(2,000.00)	.00	329.64
101-45200-240 SMALL TOOLS & MINOR EQUIP	2,000.00	2,000.00	812.98	(1,187.02)	40.65	2,391.59
TOTAL SUPPLIES	49,000.00	49,000.00	7,853.09	(41,146.91)	16.03	35,842.13
<i>OTHER SERVICES AND CHARGES</i>						
101-45200-304 PROFESSIONAL SERV-PARK STUDY	500.00	500.00	.00	(500.00)	.00	1,263.60
101-45200-305 PARK CONTRACTED SERVICES	500.00	500.00	.00	(500.00)	.00	.00
101-45200-321 TELEPHONE/CELLULAR PHONES	1,000.00	1,000.00	80.44	(919.56)	8.04	817.84
101-45200-340 ADVERTISING	200.00	200.00	.00	(200.00)	.00	.00
101-45200-351 LEGAL NOTICES/ORD PUBLISHING	200.00	200.00	.00	(200.00)	.00	.00
101-45200-360 INSURANCE AND BONDS	28,000.00	28,000.00	.00	(28,000.00)	.00	24,769.11
101-45200-381 ELECTRIC UTILITIES	70,000.00	70,000.00	9,209.33	(60,790.67)	13.16	51,235.50
101-45200-382 WATER/WASTEWATER UTILITIES	7,000.00	7,000.00	515.06	(6,484.94)	7.36	10,237.18
101-45200-383 GAS UTILITIES	2,000.00	2,000.00	.00	(2,000.00)	.00	605.06
TOTAL OTHER SERVICES AND CHA	109,400.00	109,400.00	9,804.83	(99,595.17)	8.96	88,928.29

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-45200-401 REPAIR & MAINT LABOR - BLDGS	5,000.00	5,000.00	.00	(5,000.00)	.00	4,761.25
101-45200-415 RENTALS - OTHER EQUIPMENT	8,000.00	8,000.00	202.00	(7,798.00)	2.53	5,757.24
101-45200-417 RENTALS - UNIFORMS	700.00	700.00	137.36	(562.64)	19.62	892.84
101-45200-440 SCHOOLS AND MEETINGS	.00	.00	.00	.00	.00	140.00
101-45200-445 WEED CONTROL AND FERTILIZER	15,000.00	15,000.00	.00	(15,000.00)	.00	3,929.53
101-45200-495 SKI TRAIL MAINTENANCE AGREEMEN	4,500.00	4,500.00	.00	(4,500.00)	.00	3,262.00
101-45200-496 PARKS ARTS & PROGRAMMING	20,000.00	20,000.00	1,117.00	(18,883.00)	5.59	17,183.39
<i>TOTAL MISCELLANEOUS</i>	53,200.00	53,200.00	1,456.36	(51,743.64)	2.74	35,926.25
TOTAL PARKS & RECREATION	464,545.00	464,545.00	46,179.59	(418,365.41)	9.94	346,518.75

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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LIBRARY						
<i>SUPPLIES</i>						
101-45400-210	MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00 (500.00)	.00	3.77
101-45400-223	REPAIR & MAINT SUPP - BLDG/INF	5,000.00	5,000.00	.00 (5,000.00)	.00	204.75
101-45400-240	SMALL TOOLS & MINOR EQUIP	1,000.00	1,000.00	.00 (1,000.00)	.00	.00
	<i>TOTAL SUPPLIES</i>	6,500.00	6,500.00	.00 (6,500.00)	.00	208.52
<i>OTHER SERVICES AND CHARGES</i>						
101-45400-360	INSURANCE AND BONDS	6,500.00	6,500.00	.00 (6,500.00)	.00	3,081.00
101-45400-381	ELECTRIC UTILITIES	28,000.00	28,000.00	2,702.95 (25,297.05)	9.65	26,969.96
101-45400-382	WATER/WASTEWATER UTILITIES	3,600.00	3,600.00	143.24 (3,456.76)	3.98	5,314.35
101-45400-383	GAS UTILITIES	2,500.00	2,500.00	1,115.30 (1,384.70)	44.61	2,769.17
	<i>TOTAL OTHER SERVICES AND CHA</i>	40,600.00	40,600.00	3,961.49 (36,638.51)	9.76	38,134.48
<i>MISCELLANEOUS</i>						
101-45400-401	REPAIR & MAINT LABOR - BLDGS	500.00	500.00	1,314.64 814.64	262.93	1,624.28
101-45400-404	REPAIR & MAINT LABOR-CAMB LIBR	35,000.00	35,000.00	.00 (35,000.00)	.00	19,265.34
101-45400-409	MAINT CONTRACTS - BLDG & EQUIP	.00	.00	.00 .00	.00	4,804.41
101-45400-430	MISCELLANEOUS	500.00	500.00	.00 (500.00)	.00	.00
101-45400-499	LIBRARY SCULPTURE PROJ-GRANT	.00	.00	.00 .00	.00	6,750.00
	<i>TOTAL MISCELLANEOUS</i>	36,000.00	36,000.00	1,314.64 (34,685.36)	3.65	32,444.03
	TOTAL LIBRARY	83,100.00	83,100.00	5,276.13 (77,823.87)	6.35	70,787.03

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>TRANSFERS OUT</u>						
<i>TRANSFERS</i>						
101-49300-720 TRANSFERS OUT - OPER TRANSFER	854,604.00	854,604.00	.00	(854,604.00)	.00	2,386,704.00
<i>TOTAL TRANSFERS</i>	854,604.00	854,604.00	.00	(854,604.00)	.00	2,386,704.00
TOTAL TRANSFERS OUT	854,604.00	854,604.00	.00	(854,604.00)	.00	2,386,704.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	7,475,828.00	7,475,828.00	1,161,844.20			7,891,258.01
NET REVENUES OVER EXPENDITURE	.00	.00	(938,488.48)			(112,481.90)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
CHARGES FOR SERVICES	68,000.00	68,000.00	15,672.01	52,327.99	23.05	88,617.37
OTHER	200.00	200.00	.00	200.00	.00	490.22
OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	9,000.00
TOTAL FUND REVENUE	68,200.00	68,200.00	15,672.01	52,527.99	22.98	98,107.59
EXPENDITURES						
AIRPORT OPERATING						
AIRPORT OPERATING	67,000.00	67,000.00	9,206.49	57,793.51	13.74	93,112.22
TRANSFERS OUT	1,200.00	1,200.00	.00	1,200.00	.00	.00
TOTAL AIRPORT OPERATING	68,200.00	68,200.00	9,206.49	58,993.51	13.50	93,112.22
TOTAL FUND EXPENDITURES	68,200.00	68,200.00	9,206.49	58,993.51	13.50	93,112.22
NET REVENUE OVER EXPENDITURES	.00	.00	6,465.52	(6,465.52)		4,995.37

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>CHARGES FOR SERVICES</u>						
211-34920 HANGER LEASE & TIE DOWN FEES	11,000.00	11,000.00	13,437.30	(2,437.30)	122.16	11,593.16
211-34921 MAINT REIMBURSEMENT - STATE	21,000.00	21,000.00	.00	21,000.00	.00	25,394.00
211-34925 AIRPLANE FUEL SALES	36,000.00	36,000.00	2,234.71	33,765.29	6.21	51,630.21
TOTAL CHARGES FOR SERVICES	68,000.00	68,000.00	15,672.01	52,327.99	23.05	88,617.37
<u>OTHER</u>						
211-36210 INTEREST EARNINGS	200.00	200.00	.00	200.00	.00	490.22
TOTAL OTHER	200.00	200.00	.00	200.00	.00	490.22
<u>OTHER FINANCING SOURCES</u>						
211-39203 TRANSFERS IN - OPERATING	.00	.00	.00	.00	.00	9,000.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	9,000.00
TOTAL FUND REVENUE	68,200.00	68,200.00	15,672.01			98,107.59

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
AIRPORT OPERATING						
<i>PERSONAL SERVICES</i>						
211-49000-101 FULL-TIME EMPLOYEES - REGULAR	.00	.00	4,147.85	4,147.85	.00	6,455.32
211-49000-111 OVERTIME SNOWPLOWING	.00	.00	361.36	361.36	.00	663.51
211-49000-121 PERA (EMPLOYER)	.00	.00	338.17	338.17	.00	423.32
211-49000-122 FICA/MEDICARE (EMPLOYER)	.00	.00	335.68	335.68	.00	416.75
211-49000-123 CENTRAL PENSION FUND CONTRIB	.00	.00	40.86	40.86	.00	21.54
211-49000-131 MEDICAL/DENTAL/LIFE	.00	.00	687.15	687.15	.00	687.15
TOTAL PERSONAL SERVICES	.00	.00	5,911.07	5,911.07	.00	8,667.59
<i>SUPPLIES</i>						
211-49000-210 MISCELLANEOUS OPER SUPPLIES	1,000.00	1,000.00	28.96	(971.04)	2.90	713.16
211-49000-212 GASOLINE/FUEL/ADDATIVES	100.00	100.00	.00	(100.00)	.00	.00
211-49000-215 SHOP MAINTENANCE SUPPLIES	500.00	500.00	.00	(500.00)	.00	37.11
211-49000-221 REPAIR/MAINT VEHICLES & EQUIP	5,000.00	5,000.00	.00	(5,000.00)	.00	1,477.59
211-49000-223 REPAIR & MAINT SUPP - BLDGS	1,000.00	1,000.00	.00	(1,000.00)	.00	161.99
211-49000-226 SIGNS	500.00	500.00	.00	(500.00)	.00	.00
211-49000-228 REPAIR & MAINT SUPP - INFRAST	2,000.00	2,000.00	.00	(2,000.00)	.00	1,177.63
211-49000-251 AIRPLANE FUEL COST OF SALES	34,000.00	34,000.00	2,393.59	(31,606.41)	7.04	47,370.13
TOTAL SUPPLIES	44,100.00	44,100.00	2,422.55	(41,677.45)	5.49	50,937.61
<i>OTHER SERVICES & CHARGES</i>						
211-49000-321 TELEPHONE/CELLULAR PHONES	1,500.00	1,500.00	189.09	(1,310.91)	12.61	1,469.64
211-49000-331 TRAVEL/MEALS/LODGING	200.00	200.00	.00	(200.00)	.00	.00
211-49000-351 LEGAL NOTICES/ORD PUBLISHING	100.00	100.00	175.48	75.48	175.48	.00
211-49000-360 INSURANCE AND BONDS	3,500.00	3,500.00	.00	(3,500.00)	.00	3,647.76
211-49000-381 ELECTRIC UTILITIES	6,800.00	6,800.00	327.32	(6,472.68)	4.81	7,125.81
211-49000-383 GAS UTILITIES	1,200.00	1,200.00	.00	(1,200.00)	.00	324.75
TOTAL OTHER SERVICES & CHARG	13,300.00	13,300.00	691.89	(12,608.11)	5.20	12,567.96
<i>MISCELLANEOUS</i>						
211-49000-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	1,500.00	.00	(1,500.00)	.00	.00
211-49000-403 REPAIR & MAINT LABOR - INFRAST	3,000.00	3,000.00	.00	(3,000.00)	.00	1,300.50
211-49000-404 REPAIR & MAINT LABOR - VEH/EQ	1,000.00	1,000.00	.00	(1,000.00)	.00	450.00
211-49000-409 MAINT CONTRACTS - COVID FUNDED	.00	.00	.00	.00	.00	15,000.00
211-49000-430 MISCELLANEOUS	2,000.00	2,000.00	180.98	(1,819.02)	9.05	2,057.81
211-49000-433 DUES AND SUBSCRIPTIONS	300.00	300.00	.00	(300.00)	.00	483.00
211-49000-440 SCHOOLS AND MEETINGS	300.00	300.00	.00	(300.00)	.00	.00
211-49000-441 STATE PERMITS & FEES	500.00	500.00	.00	(500.00)	.00	440.00
211-49000-489 OTHER CONTRACTED SERVICES	1,000.00	1,000.00	.00	(1,000.00)	.00	1,207.75
TOTAL MISCELLANEOUS	9,600.00	9,600.00	180.98	(9,419.02)	1.89	20,939.06
TOTAL AIRPORT OPERATING	67,000.00	67,000.00	9,206.49	(57,793.51)	13.74	93,112.22

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>TRANSFERS OUT</u>						
<i>TRANSFERS</i>						
211-49300-720 TRANSFERS OUT - OPERATING	1,200.00	1,200.00	.00	(1,200.00)	.00	.00
<i>TOTAL TRANSFERS</i>	1,200.00	1,200.00	.00	(1,200.00)	.00	.00
TOTAL TRANSFERS OUT	1,200.00	1,200.00	.00	(1,200.00)	.00	.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	68,200.00	68,200.00	9,206.49			93,112.22
NET REVENUES OVER EXPENDITURE	.00	.00	6,465.52			4,995.37

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUNDS 303-397 - DEBT SERVICE

	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>UNUSED/ YTD ACTUAL</u>	<u>% OF UNEARNED</u>
<u>PROPERTY TAX</u>				
31010 CURRENT	233,547.00	233,547.00	.00	233,547.00
	<u>233,547.00</u>	<u>233,547.00</u>	<u>.00</u>	<u>233,547.00</u>
<u>SPECIAL ASSESSMENTS</u>				
36100 PREPAID	.00	.00	652.17	(652.17)
36101/36102 "PRINCIPAL, INT & PENALTIES"	375,425.00	375,425.00	.00	375,425.00
	<u>375,425.00</u>	<u>375,425.00</u>	<u>652.17</u>	<u>374,772.83</u>
<u>OTHER FINANCING SOURCES</u>				
36210 INTEREST EARNINGS	1,000.00	1,000.00	.00	1,000.00
	<u>1,000.00</u>	<u>1,000.00</u>	<u>.00</u>	<u>1,000.00</u>
<u>TRANSFERS</u>				
39200-39204 GENERAL FUND TRANSFER IN	828,632.00	828,632.00	.00	828,632.00
	<u>828,632.00</u>	<u>828,632.00</u>	<u>.00</u>	<u>828,632.00</u>
 TOTAL REVENUE	 <u>1,438,604.00</u>	 <u>1,438,604.00</u>	 <u>652.17</u>	 <u>1,437,951.83</u>

CITY OF CAMBRIDGE
EXPENSES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUNDS 303-397 - DEBT SERVICE

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>DEBT SERVICE</u>						
47000601-610	PRINCIPAL	1,070,000.00	1,070,000.00	1,070,000.00	.00	
47000611	INTEREST	397,608.00	397,608.00	215,719.70	(181,888.30)	54.25
47000620	OTHER FEES	4,000.00	4,000.00	1,900.00	(2,100.00)	47.50
		<u>1,471,608.00</u>	<u>1,471,608.00</u>	<u>1,287,619.70</u>	<u>(183,988.30)</u>	<u>87.50</u>
	TOTAL EXPENSES	<u>1,471,608.00</u>	<u>1,471,608.00</u>	<u>1,287,619.70</u>	<u>(183,988.30)</u>	<u>87.50</u>
	NET REVENUES					
	OVER(Under) EXPENSES	<u>(33,004.00)</u>	<u>(33,004.00)</u>	<u>(1,286,967.53)</u>		

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUNDS 400-499 - CAPITAL PROJECTS

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>SPECIAL ASSESSMENTS & TAXES</u>						
36101/36102	"PRINCIPAL, INT & PENALTIES"	15,572.00	15,572.00	.00	15,572.00	.00
		15,572.00	15,572.00	.00	15,572.00	.00
<u>CHARGES FOR SERVICE</u>						
362XX	CONTRACTED SERVICES	38,584.00	38,584.00	37,460.00	1,124.00	97.09
37XXX,34404	AREA CHARGES & PARK DEDICATION FEES	3,600.00	3,600.00	54,566.16	(50,966.16)	1,515.73
		42,184.00	42,184.00	92,026.16	(49,842.16)	218.15
<u>INTERGOVERNMENTAL</u>						
33419-33429	STATE AID	7,500.00	7,500.00	597,095.00	(589,595.00)	7,961.27
33160-33169	FEDERAL AID	135,000.00	135,000.00	.00	135,000.00	.00
		142,500.00	142,500.00	597,095.00	(454,595.00)	419.01
<u>OTHER FINANCING SOURCES</u>						
36210	INTEREST EARNINGS	3,000.00	3,000.00	229.34	2,770.66	7.64
36230	DONATIONS	10,000.00	10,000.00	650.00	9,350.00	6.50
32299	UTILITY PERMITS	500.00	500.00	225.75	274.25	45.15
		13,500.00	13,500.00	1,105.09	12,394.91	8.19
<u>TRANSFERS</u>						
39200-39204	GENERAL FUND TRANSFER IN	941,662.00	941,662.00	.00	941,662.00	.00
		941,662.00	941,662.00	.00	941,662.00	.00
TOTAL REVENUE		1,155,418.00	1,155,418.00	690,226.25	465,191.75	59.74

CITY OF CAMBRIDGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUNDS 400-499 - CAPITAL PROJECTS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
401-48000-720 TRANSFERS OUT TO OTHER FUNDS	100,000.00	100,000.00	.00	(100,000.00)	.00
415-45200-540 PARKS VEH & EQUIP	18,000.00	18,000.00	.00	(18,000.00)	.00
415-45200-560 PARK IMPROVEMENTS	10,000.00	10,000.00	.00	(10,000.00)	.00
415-45200-591 CITY PARK IMPROVEMENTS	.00	.00	6,285.00	6,285.00	.00
417-42100-550 VEHICLES	100,000.00	100,000.00	2,542.00	(97,458.00)	2.54
417-42100-551 SQUAD CAMERA	10,800.00	10,800.00	.00	(10,800.00)	.00
417-42100-580 OTHER EQUIPMENT	30,000.00	30,000.00	.00	(30,000.00)	.00
417-42100-590 EMERGENCY OPERATIONS	3,000.00	3,000.00	.00	(3,000.00)	.00
418-43001-550 PW VEHICLES & EQUIPMENT	2,000.00	2,000.00	111,610.00	109,610.00	5,580.50
419-41320-581 CITY HALL BUILDING PROJECT	620,000.00	620,000.00	7,536.35	(612,463.65)	1.22
419-41320-585 LIBRARY CAPITAL TRANSFER	10,000.00	10,000.00	.00	(10,000.00)	.00
419-41500-570 FINANCE OFFICE EQUIPMENT	12,500.00	12,500.00	12,453.00	(47.00)	99.62
419-41910-580 ENTRANCE SIGN	5,000.00	5,000.00	.00	(5,000.00)	.00
443-48000-223 STREET CRACK SEALING	60,000.00	60,000.00	.00	(60,000.00)	.00
443-48000-224 STREET SEAL COATING	130,000.00	130,000.00	.00	(130,000.00)	.00
444-48000-530 IMPR OTHER THAN BUILDINGS	150,000.00	150,000.00	.00	(150,000.00)	.00
480-48000-303 ENGINEERING EXP	.00	.00	5,114.50	5,114.50	.00
480-48000-304 MISC PROF SERV	.00	.00	1,395.80	1,395.80	.00
TOTAL FUND EXPENDITURES	1,261,300.00	1,261,300.00	146,936.65	(1,114,363.35)	11.65
TOTAL EXPENDITURES	1,261,300.00	1,261,300.00	146,936.65	(1,114,363.35)	11.65
NET REVENUES					
OVER(UNDER) EXPENDITURES	(105,882.00)	(105,882.00)	543,289.60		

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	18,000.00	18,000.00	.00	18,000.00	.00	52,252.58
OPERATING REVENUE	1,930,245.00	1,930,245.00	266,418.56	1,663,826.44	13.80	1,999,284.51
OTHER FINANCING SOURCES	100,000.00	100,000.00	.00	100,000.00	.00	100,000.00
TOTAL FUND REVENUE	2,048,245.00	2,048,245.00	266,418.56	1,781,826.44	13.01	2,151,537.09
EXPENDITURES						
WATER FUND EXPENDITURES						
EXPENSE 400	1,906,108.00	1,906,108.00	123,053.96	1,783,054.04	6.46	1,726,028.96
TOTAL WATER FUND EXPENDITURES	1,906,108.00	1,906,108.00	123,053.96	1,783,054.04	6.46	1,726,028.96
TOTAL FUND EXPENDITURES	1,906,108.00	1,906,108.00	123,053.96	1,783,054.04	6.46	1,726,028.96
NET REVENUE OVER EXPENDITURES	142,137.00	142,137.00	143,364.60	(1,227.60)		425,508.13

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA & INTEREST EARNINGS</u>						
601-36102 SPEC ASSESSMENTS - INT/PEN	3,000.00	3,000.00	.00	3,000.00	.00	6,685.23
601-36210 INTEREST EARNINGS	15,000.00	15,000.00	.00	15,000.00	.00	45,567.35
TOTAL SA & INTEREST EARNINGS	18,000.00	18,000.00	.00	18,000.00	.00	52,252.58
<u>OPERATING REVENUE</u>						
601-37110 METERED WATER SALES	1,877,245.00	1,877,245.00	252,625.74	1,624,619.26	13.46	1,906,168.16
601-37120 SALES OF METERS & SUPPLIES	10,000.00	10,000.00	2,712.00	7,288.00	27.12	35,128.00
601-37160 PENALTIES ETC.	18,000.00	18,000.00	5,373.46	12,626.54	29.85	25,708.16
601-37165 CERTIFICATION PENALTY	.00	.00	.00	.00	.00	1,275.00
601-37170 OTHER REVENUE	25,000.00	25,000.00	5,707.36	19,292.64	22.83	31,005.19
TOTAL OPERATING REVENUE	1,930,245.00	1,930,245.00	266,418.56	1,663,826.44	13.80	1,999,284.51
<u>OTHER FINANCING SOURCES</u>						
601-39203 TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	.00	100,000.00	.00	100,000.00
TOTAL OTHER FINANCING SOURCES	100,000.00	100,000.00	.00	100,000.00	.00	100,000.00
TOTAL FUND REVENUE	2,048,245.00	2,048,245.00	266,418.56			2,151,537.09

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>PERSONAL SERVICES</i>						
601-49400-101 FULL-TIME EMPLOYEES - REGULAR	268,978.00	268,978.00	46,200.22	(222,777.78)	17.18	243,141.01
601-49400-102 FULL-TIME EMPLOYEES - OVERTIME	15,000.00	15,000.00	829.15	(14,170.85)	5.53	6,417.62
601-49400-104 TEMP/SEAS EMPLOYEES - REGULAR	7,788.00	7,788.00	.00	(7,788.00)	.00	6,161.57
601-49400-110 HOURS WORKED HOLIDAY	3,000.00	3,000.00	281.44	(2,718.56)	9.38	1,788.50
601-49400-115 CALL-IN PAY	2,500.00	2,500.00	497.25	(2,002.75)	19.89	925.15
601-49400-116 ON-CALL PAY	14,000.00	14,000.00	1,371.11	(12,628.89)	9.79	7,191.13
601-49400-121 PERA (EMPLOYER)	24,371.00	24,371.00	3,688.43	(20,682.57)	15.13	18,776.13
601-49400-122 FICA/MEDICARE (EMPLOYER)	26,356.00	26,356.00	3,671.12	(22,684.88)	13.93	19,739.08
601-49400-123 CENTRAL PENSION FUND CONTRIB	.00	.00	400.01	400.01	.00	1,320.00
601-49400-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	58,965.00	58,965.00	12,660.26	(46,304.74)	21.47	49,946.40
601-49400-132 LONGEVITY PAY	13,679.00	13,679.00	.00	(13,679.00)	.00	.00
601-49400-133 INSUR DEDUCTIBLE CONTRIBUTION	4,600.00	4,600.00	.00	(4,600.00)	.00	2,456.90
601-49400-151 WORKERS' COMPENSATION PREMIU	11,255.00	11,255.00	.00	(11,255.00)	.00	3,767.07
601-49400-154 HRA/FLEX FEES	300.00	300.00	67.62	(232.38)	22.54	212.25
<i>TOTAL PERSONAL SERVICES</i>	450,792.00	450,792.00	69,666.61	(381,125.39)	15.45	361,842.81
<i>SUPPLIES</i>						
601-49400-200 WATER LAB SUPPLIES	2,000.00	2,000.00	.00	(2,000.00)	.00	1,422.91
601-49400-201 OFFICE SUPPLIES - ACCESSORIES	1,000.00	1,000.00	342.93	(657.07)	34.29	610.78
601-49400-204 STATIONARY, FORMS AND ENVELOPE	1,000.00	1,000.00	.00	(1,000.00)	.00	1,107.29
601-49400-210 MISCELLANEOUS OPER SUPPLIES	12,000.00	12,000.00	1,410.18	(10,589.82)	11.75	9,223.03
601-49400-212 GASOLINE/FUEL/LUB/ADDITIVES	7,000.00	7,000.00	486.21	(6,513.79)	6.95	5,528.98
601-49400-213 OPER SUPPLIES - PLANT EQUIP	500.00	500.00	43.50	(456.50)	8.70	177.21
601-49400-216 CHEMICALS & CHEMICAL PRODUCTS	55,000.00	55,000.00	13,788.93	(41,211.07)	25.07	51,316.51
601-49400-217 TESTING	2,000.00	2,000.00	296.00	(1,704.00)	14.80	1,793.50
601-49400-221 REPAIR & MAINT SUPP - VEH/EQ	3,000.00	3,000.00	283.07	(2,716.93)	9.44	1,019.79
601-49400-240 SMALL TOOLS AND MINOR EQUIP	6,000.00	6,000.00	408.79	(5,591.21)	6.81	5,421.16
601-49400-270 METERS AND REPAIRS	20,000.00	20,000.00	395.97	(19,604.03)	1.98	7,649.63
<i>TOTAL SUPPLIES</i>	109,500.00	109,500.00	17,455.58	(92,044.42)	15.94	85,270.79

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES & CHARGES</i>						
601-49400-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	1,496.72	(3,503.28)	29.93	12,893.48
601-49400-306 GIS PROJECT CONTRACT EXP	18,000.00	18,000.00	3,510.00	(14,490.00)	19.50	16,806.05
601-49400-310 GOPHER STATE ONE CALL	1,100.00	1,100.00	63.48	(1,036.52)	5.77	1,061.80
601-49400-313 IT MGMT & BACKUP	3,800.00	3,800.00	888.40	(2,911.60)	23.38	5,330.40
601-49400-321 TELEPHONE/CELLULAR PHONES	8,000.00	8,000.00	544.99	(7,455.01)	6.81	5,689.40
601-49400-322 POSTAGE	5,000.00	5,000.00	.00	(5,000.00)	.00	6,277.45
601-49400-331 TRAVEL/MEALS/LODGING	2,000.00	2,000.00	.00	(2,000.00)	.00	.00
601-49400-334 MILEAGE REIMBURSEMENT	400.00	400.00	.00	(400.00)	.00	110.35
601-49400-340 ADVERTISING	1,200.00	1,200.00	.00	(1,200.00)	.00	1,618.50
601-49400-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	.00	(500.00)	.00	183.00
601-49400-360 INSURANCE AND BONDS	16,500.00	16,500.00	.00	(16,500.00)	.00	15,763.43
601-49400-381 ELECTRIC UTILITIES	90,000.00	90,000.00	7,996.99	(82,003.01)	8.89	100,227.42
601-49400-382 WATER/WASTEWATER UTILITIES	1,500.00	1,500.00	175.87	(1,324.13)	11.72	1,132.88
601-49400-383 GAS UTILITIES	7,000.00	7,000.00	855.56	(6,144.44)	12.22	4,561.34
601-49400-384 REFUSE HAULING	2,000.00	2,000.00	.00	(2,000.00)	.00	235.52
TOTAL OTHER SERVICES & CHARG	162,000.00	162,000.00	15,532.01	(146,467.99)	9.59	171,891.02
<i>MISCELLANEOUS</i>						
601-49400-404 REPAIR & MAINT LABOR - VEH/EQ	1,500.00	1,500.00	655.00	(845.00)	43.67	3,906.42
601-49400-406 REPAIR & MAINT - PLANT	25,000.00	25,000.00	38.25	(24,961.75)	.15	11,961.79
601-49400-407 REPAIRS & MAINTENANCE - HYDR	10,000.00	10,000.00	.00	(10,000.00)	.00	17,104.09
601-49400-408 REPAIR & MAINT - WATER SYSTEM	10,000.00	10,000.00	40.99	(9,959.01)	.41	4,654.68
601-49400-409 MAINT CONTRACTS - OFFICE EQUIP	500.00	500.00	.00	(500.00)	.00	429.00
601-49400-410 WELL PROTECTION PLAN	15,000.00	15,000.00	.00	(15,000.00)	.00	.00
601-49400-415 AUTOMATIC METER READ PROJECT	75,000.00	75,000.00	11,945.03	(63,054.97)	15.93	73,715.59
601-49400-420 DEPRECIATION	810,000.00	810,000.00	.00	(810,000.00)	.00	785,263.31
601-49400-430 MISCELLANEOUS	500.00	500.00	.00	(500.00)	.00	.00
601-49400-432 CREDIT CARD FEES	7,500.00	7,500.00	999.40	(6,500.60)	13.33	10,722.64
601-49400-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	594.70	(405.30)	59.47	1,097.20
601-49400-440 MEETINGS AND SCHOOLS	3,000.00	3,000.00	.00	(3,000.00)	.00	1,692.00
601-49400-441 DNR DEPARTMENT OF HEALTH FEE	4,000.00	4,000.00	3,252.39	(747.61)	81.31	.00
601-49400-489 OTHER CONTRACTED SERVICES	5,000.00	5,000.00	2,399.00	(2,601.00)	47.98	3,457.29
TOTAL MISCELLANEOUS	968,000.00	968,000.00	19,924.76	(948,075.24)	2.06	914,004.01
<i>DEBT SERVICE</i>						
601-49400-617 BOND DISCOUNT	.00	.00	.00	.00	.00	2,683.25
601-49400-619 INTEREST-WATER TREATMENT 2005	51,925.00	51,925.00	.00	(51,925.00)	.00	41,416.56
601-49400-620 FISCAL AGENT FEES	1,600.00	1,600.00	475.00	(1,125.00)	29.69	1,575.00
601-49400-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	5,177.36
601-49400-634 INEREST EXP 2014 IMPROV	10,560.00	10,560.00	.00	(10,560.00)	.00	8,337.31
601-49400-635 INTEREST EXP 2015 BONDS	12,768.00	12,768.00	.00	(12,768.00)	.00	9,141.00
601-49400-636 INTEREST EXP 2016 WATER BONDS	12,944.00	12,944.00	.00	(12,944.00)	.00	10,125.58
601-49400-638 INTEREST EXPESE 2018 BONDS	14,075.00	14,075.00	.00	(14,075.00)	.00	14,110.64
601-49400-639 INTEREST EXP 2019 BONDS W TOWE	74,284.00	74,284.00	.00	(74,284.00)	.00	69,693.16
601-49400-640 INTEREST EXPENSE 2020 IMPROV	12,660.00	12,660.00	.00	(12,660.00)	.00	5,760.47
TOTAL DEBT SERVICE	190,816.00	190,816.00	475.00	(190,341.00)	.25	168,020.33

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>TRANSFERS</i>						
601-49400-720 TRANSFERS OUT - OPER TRANSFER	25,000.00	25,000.00	.00	(25,000.00)	.00	25,000.00
<i>TOTAL TRANSFERS</i>	25,000.00	25,000.00	.00	(25,000.00)	.00	25,000.00
TOTAL EXPENSE 400	1,906,108.00	1,906,108.00	123,053.96	(1,783,054.04)	6.46	1,728,028.96

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	1,906,108.00	1,906,108.00	123,053.96			1,726,028.96
NET REVENUES OVER EXPENDITURE	142,137.00	142,137.00	143,364.60			425,508.13

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	50,800.00	50,800.00	78.04	50,721.96	.15	68,170.54
OPERATING REVENUE	2,325,000.00	2,325,000.00	427,931.46	1,897,068.54	18.41	2,589,688.27
OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	10,180.33
TOTAL FUND REVENUE	2,375,800.00	2,375,800.00	428,009.50	1,947,790.50	18.02	2,668,039.14
EXPENDITURES						
WASTEWATER FUND EXPENDITURES						
EXPENSE 450	3,229,032.00	3,229,032.00	220,735.05	3,008,296.95	6.84	3,087,810.13
TOTAL WASTEWATER FUND EXPENDITURES	3,229,032.00	3,229,032.00	220,735.05	3,008,296.95	6.84	3,087,810.13
TOTAL FUND EXPENDITURES	3,229,032.00	3,229,032.00	220,735.05	3,008,296.95	6.84	3,087,810.13
NET REVENUE OVER EXPENDITURES	(853,232.00)	(853,232.00)	207,274.45	(1,060,506.45)		(419,770.99)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA & INTEREST EARNINGS</u>						
602-36102 SPEC ASSESSMENTS - INT/PEN	800.00	800.00	.00	800.00	.00	1,022.78
602-36210 INTEREST EARNINGS	50,000.00	50,000.00	78.04	49,921.96	.16	67,147.76
TOTAL SA & INTEREST EARNINGS	50,800.00	50,800.00	78.04	50,721.96	.15	68,170.54
<u>OPERATING REVENUE</u>						
602-37210 SEWER CHARGES - CITY	2,250,000.00	2,250,000.00	359,974.35	1,890,025.65	16.00	2,299,877.38
602-37250 SAC CHARGES	50,000.00	50,000.00	62,405.40	(12,405.40)	124.81	266,460.95
602-37260 PENALTIES	25,000.00	25,000.00	5,551.71	19,448.29	22.21	23,349.94
TOTAL OPERATING REVENUE	2,325,000.00	2,325,000.00	427,931.46	1,897,068.54	18.41	2,589,688.27
<u>OTHER FINANCING SOURCES</u>						
602-39700 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00	10,180.33
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	10,180.33
TOTAL FUND REVENUE	2,375,800.00	2,375,800.00	428,009.50			2,668,039.14

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>PERSONAL SERVICES</i>						
602-49450-101 FULL-TIME EMPLOYEES - REGULAR	506,308.00	506,308.00	104,970.40	(401,337.60)	20.73	480,317.63
602-49450-102 FULL-TIME EMPLOYEES - OVERTIME	27,000.00	27,000.00	4,522.45	(22,477.55)	16.75	26,669.22
602-49450-104 TEMP/SEAS EMPLOYEES - REGULAR	8,307.00	8,307.00	.00	(8,307.00)	.00	7,857.77
602-49450-110 HOURS WORKED HOLIDAY	4,500.00	4,500.00	2,279.52	(2,220.48)	50.66	4,130.85
602-49450-115 CALL-IN PAY	3,000.00	3,000.00	1,022.10	(1,977.90)	34.07	2,385.97
602-49450-116 ON-CALL PAY	25,000.00	25,000.00	5,312.16	(19,687.84)	21.25	26,110.61
602-49450-121 PERA (EMPLOYER)	43,543.00	43,543.00	8,858.00	(34,685.00)	20.34	39,751.33
602-49450-122 FICA/MEDICARE (EMPLOYER)	46,547.00	46,547.00	8,725.77	(37,821.23)	18.75	39,958.14
602-49450-123 CENTRAL PENSION FUND CONTRIB	.00	.00	2,375.66	2,375.66	.00	7,160.00
602-49450-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	116,303.00	116,303.00	30,515.32	(85,787.68)	26.24	109,920.25
602-49450-132 LONGEVITY PAY	14,761.00	14,761.00	.00	(14,761.00)	.00	.00
602-49450-133 INSURANCE DEDUCT CONTRIB	9,200.00	9,200.00	.00	(9,200.00)	.00	5,000.57
602-49450-151 WORKERS' COMPENSATION PREMIU	24,965.00	24,965.00	.00	(24,965.00)	.00	16,061.69
602-49450-154 HRA/FLEX FEES	550.00	550.00	175.06	(374.94)	31.83	502.45
<i>TOTAL PERSONAL SERVICES</i>	<i>829,984.00</i>	<i>829,984.00</i>	<i>168,756.44</i>	<i>(661,227.56)</i>	<i>20.33</i>	<i>765,826.48</i>
<i>SUPPLIES</i>						
602-49450-200 LAB SUPPLIES & REPLACEMENT	10,000.00	10,000.00	1,642.13	(8,357.87)	16.42	10,834.43
602-49450-201 OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,500.00	453.68	(1,046.32)	30.25	1,138.79
602-49450-204 STATIONARY, FORMS AND ENVELOPE	2,000.00	2,000.00	.00	(2,000.00)	.00	1,107.29
602-49450-210 MISCELLANEOUS OPER SUPPLIES	7,500.00	7,500.00	1,532.57	(5,967.43)	20.43	6,852.62
602-49450-212 GASOLINE/FUEL/LUB/ADDITIVES	8,000.00	8,000.00	1,491.29	(6,508.71)	18.84	7,787.27
602-49450-213 OPER SUPPLIES - PLANT EQUIP	.00	.00	43.50	43.50	.00	177.21
602-49450-216 CHEMICALS & CHEMICAL PRODUCTS	100,000.00	100,000.00	13,047.27	(86,952.73)	13.05	89,142.53
602-49450-217 TESTING	9,000.00	9,000.00	350.00	(8,650.00)	3.89	8,754.00
602-49450-221 REPAIR & MAINT SUPP - VEH/EQ	6,000.00	6,000.00	2,036.72	(3,963.28)	33.95	7,443.98
602-49450-240 SMALL TOOLS & MINOR EQUIP	7,000.00	7,000.00	872.46	(6,127.54)	12.46	11,202.59
<i>TOTAL SUPPLIES</i>	<i>151,000.00</i>	<i>151,000.00</i>	<i>21,469.62</i>	<i>(129,530.38)</i>	<i>14.22</i>	<i>144,440.71</i>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES & CHARGES</i>						
602-49450-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	915.00	(4,085.00)	18.30	2,280.01
602-49450-306 GIS PROJECT CONTRACT EXP	18,000.00	18,000.00	3,510.00	(14,490.00)	19.50	16,808.05
602-49450-310 GOPHER STATE ONE CALL	1,100.00	1,100.00	63.47	(1,036.53)	5.77	1,061.80
602-49450-313 IT MGMT & BACKUP	6,500.00	6,500.00	888.40	(5,611.60)	13.67	5,330.40
602-49450-321 TELEPHONE/CELLULAR PHONES	5,000.00	5,000.00	1,038.21	(3,961.79)	20.76	8,239.33
602-49450-322 POSTAGE	5,000.00	5,000.00	23.20	(4,976.80)	.46	6,323.25
602-49450-331 TRAVEL/MEALS/LODGING	2,500.00	2,500.00	.00	(2,500.00)	.00	313.84
602-49450-334 MILEAGE REIMBURSEMENT	300.00	300.00	.00	(300.00)	.00	110.35
602-49450-340 ADVERTISING	400.00	400.00	.00	(400.00)	.00	.00
602-49450-360 INSURANCE AND BONDS	38,000.00	38,000.00	.00	(38,000.00)	.00	39,471.90
602-49450-381 ELECTRIC UTILITIES	125,000.00	125,000.00	10,644.00	(114,356.00)	8.52	133,644.00
602-49450-382 WATER/WASTEWATER UTILITIES	1,800.00	1,800.00	241.78	(1,558.22)	13.43	1,415.08
602-49450-383 GAS UTILITIES	25,000.00	25,000.00	3,688.24	(21,311.76)	14.75	21,335.55
602-49450-384 REFUSE HAULING	1,800.00	1,800.00	527.74	(1,272.26)	29.32	3,435.51
602-49450-385 POWER - LIFT STATIONS	18,000.00	18,000.00	1,467.53	(16,532.47)	8.15	15,026.00
TOTAL OTHER SERVICES & CHARG	253,400.00	253,400.00	23,007.57	(230,392.43)	9.08	254,793.07
<i>MISCELLANEOUS</i>						
602-49450-402 REPAIR & MAINT - SAN SEWER	12,000.00	12,000.00	.00	(12,000.00)	.00	4,917.25
602-49450-404 REPAIR & MAINT LABOR - VEH/EQ	5,000.00	5,000.00	272.40	(4,727.60)	5.45	11,250.71
602-49450-406 REPAIR & MAINT - PLANT	40,000.00	40,000.00	4,570.47	(35,429.53)	11.43	29,713.96
602-49450-407 REPAIR & MAINT - LIFT STATIONS	10,000.00	10,000.00	.00	(10,000.00)	.00	392.51
602-49450-408 REPAIRS & MAINTENANCE - SEWER	.00	.00	284.85	284.85	.00	2,637.76
602-49450-409 MAINT CONTRACTS - OFFICE EQUIP	1,400.00	1,400.00	.00	(1,400.00)	.00	1,286.95
602-49450-420 DEPRECIATION	1,600,000.00	1,600,000.00	.00	(1,600,000.00)	.00	1,574,901.38
602-49450-430 MISCELLANEOUS	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
602-49450-433 DUES AND SUBSCRIPTIONS	5,000.00	5,000.00	243.70	(4,756.30)	4.87	3,310.40
602-49450-440 MEETINGS AND SCHOOLS	4,000.00	4,000.00	105.00	(3,895.00)	2.63	2,045.00
602-49450-441 MPCA FEES	20,000.00	20,000.00	2,025.00	(17,975.00)	10.13	10,964.85
602-49450-489 OTHER CONTRACTED SERVICES	110,000.00	110,000.00	.00	(110,000.00)	.00	92,540.11
TOTAL MISCELLANEOUS	1,808,400.00	1,808,400.00	7,501.42	(1,800,898.58)	.41	1,733,960.88
<i>DEBT SERVICE</i>						
602-49450-610 2013 WWTP REHAB INTEREST EXP	73,729.00	73,729.00	.00	(73,729.00)	.00	79,670.44
602-49450-617 BOND DISCOUNT	.00	.00	.00	.00	.00	2,742.22
602-49450-620 FISCAL AGENT FEES	1,200.00	1,200.00	.00	(1,200.00)	.00	1,100.00
602-49450-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	5,291.15
602-49450-634 INTEREST EXP 2014 IMPROV	4,779.00	4,779.00	.00	(4,779.00)	.00	3,762.18
602-49450-635 INTEREST EXP 2015 BOND EXP	5,745.00	5,745.00	.00	(5,745.00)	.00	4,113.33
602-49450-636 INTEREST EXP 2016 SEWER BONDS	7,885.00	7,885.00	.00	(7,885.00)	.00	6,170.04
602-49450-638 INTEREST EXP 2018 BONDS	5,000.00	5,000.00	.00	(5,000.00)	.00	5,069.10
602-49450-640 INTEREST EXPENSE 2020 IMP BOND	12,910.00	12,910.00	.00	(12,910.00)	.00	5,870.53
TOTAL DEBT SERVICE	111,248.00	111,248.00	.00	(111,248.00)	.00	113,788.99

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>TRANSFERS</i>						
602-49450-720 TRANSFERS OUT - OPER TRANSFER	75,000.00	75,000.00	.00	(75,000.00)	.00	75,000.00
<i>TOTAL TRANSFERS</i>	75,000.00	75,000.00	.00	(75,000.00)	.00	75,000.00
TOTAL EXPENSE 450	3,229,032.00	3,229,032.00	220,735.05	(3,008,296.95)	6.84	3,087,810.13

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	3,229,032.00	3,229,032.00	220,735.05			3,087,810.13
NET REVENUES OVER EXPENDITURE	(853,232.00)	(853,232.00)	207,274.45			(419,770.99)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	4,000.00	4,000.00	.00	4,000.00	.00	12,933.73
OPERATING REVENUES	376,774.00	376,774.00	67,781.82	308,992.18	17.99	371,123.29
TOTAL FUND REVENUE	380,774.00	380,774.00	67,781.82	312,992.18	17.80	384,057.02
EXPENDITURES						
STORM SEWER FUND EXPENDITURES						
EXPENSE 500	547,475.00	547,475.00	.00	547,475.00	.00	493,138.69
TOTAL STORM SEWER FUND EXPENDITURE	547,475.00	547,475.00	.00	547,475.00	.00	493,138.69
TOTAL FUND EXPENDITURES	547,475.00	547,475.00	.00	547,475.00	.00	493,138.69
NET REVENUE OVER EXPENDITURES	(166,701.00)	(166,701.00)	67,781.82	(234,482.82)		(109,081.67)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA & INTEREST EARNINGS</u>						
603-36210 INTEREST EARNINGS	4,000.00	4,000.00	.00	4,000.00	.00	12,933.73
TOTAL SA & INTEREST EARNINGS	4,000.00	4,000.00	.00	4,000.00	.00	12,933.73
<u>OPERATING REVENUES</u>						
603-37310 STORM WATER CHARGES	372,774.00	372,774.00	66,519.50	306,254.50	17.84	366,560.65
603-37360 PENALTIES	4,000.00	4,000.00	1,262.32	2,737.68	31.56	4,562.64
TOTAL OPERATING REVENUES	376,774.00	376,774.00	67,781.82	308,992.18	17.99	371,123.29
TOTAL FUND REVENUE	380,774.00	380,774.00	67,781.82			384,057.02

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EXPENSE 500						
<i>OTHER SERVICES & CHARGES</i>						
603-49500-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	.00	(5,000.00)	.00	640.00
603-49500-352 GEN INFO & PUBLIC NOTICES	100.00	100.00	.00	(100.00)	.00	17.00
<i>TOTAL OTHER SERVICES & CHARG</i>	<u>5,100.00</u>	<u>5,100.00</u>	<u>.00</u>	<u>(5,100.00)</u>	<u>.00</u>	<u>657.00</u>
<i>MISCELLANEOUS</i>						
603-49500-403 REPAIRS & MAINT - STORM SEWER	30,000.00	30,000.00	.00	(30,000.00)	.00	14,922.49
603-49500-420 DEPRECIATION	445,000.00	445,000.00	.00	(445,000.00)	.00	414,476.01
603-49500-430 MISCELLANEOUS	1,000.00	1,000.00	.00	(1,000.00)	.00	1,761.29
603-49500-440 SCHOOLS AND MEETINGS	3,000.00	3,000.00	.00	(3,000.00)	.00	595.00
<i>TOTAL MISCELLANEOUS</i>	<u>479,000.00</u>	<u>479,000.00</u>	<u>.00</u>	<u>(479,000.00)</u>	<u>.00</u>	<u>431,754.79</u>
<i>DEBT SERVICE</i>						
603-49500-617 BOND DISCOUNT	.00	.00	.00	.00	.00	5,395.98
603-49500-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	10,411.61
603-49500-634 INTEREST EXP 2014 STORM IMPROV	5,370.00	5,370.00	.00	(5,370.00)	.00	4,222.46
603-49500-635 INTEREST EXP 2015 BONDS	6,476.00	6,476.00	.00	(6,476.00)	.00	4,636.34
603-49500-636 INTEREST EXP 2016 STORM BONDS	7,498.00	7,498.00	.00	(7,498.00)	.00	5,867.65
603-49500-638 INTEREST EXPESE 2018 BONDS	18,613.00	18,613.00	.00	(18,613.00)	.00	18,631.58
603-49500-640 INTEREST EXPENSE 2020 IMP BOND	25,418.00	25,418.00	.00	(25,418.00)	.00	11,561.28
<i>TOTAL DEBT SERVICE</i>	<u>63,375.00</u>	<u>63,375.00</u>	<u>.00</u>	<u>(63,375.00)</u>	<u>.00</u>	<u>60,726.90</u>
TOTAL EXPENSE 500	<u><u>547,475.00</u></u>	<u><u>547,475.00</u></u>	<u><u>.00</u></u>	<u><u>(547,475.00)</u></u>	<u><u>.00</u></u>	<u><u>493,138.69</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	547,475.00	547,475.00	.00			493,138.69
NET REVENUES OVER EXPENDITURE	(166,701.00)	(166,701.00)	67,781.82			(109,081.67)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SOURCE 36	.00	.00	.00	.00	.00	736.29
OPERATING REVENUES	225,482.00	225,482.00	40,621.05	184,860.95	18.02	227,434.67
TOTAL FUND REVENUE	225,482.00	225,482.00	40,621.05	184,860.95	18.02	228,170.96
EXPENDITURES						
STREET LIGHT UTILITY EXP EXPENSE 550	215,482.00	215,482.00	19,805.35	195,676.65	9.19	187,299.75
TOTAL STREET LIGHT UTILITY EXP	215,482.00	215,482.00	19,805.35	195,676.65	9.19	187,299.75
TOTAL FUND EXPENDITURES	215,482.00	215,482.00	19,805.35	195,676.65	9.19	187,299.75
NET REVENUE OVER EXPENDITURES	10,000.00	10,000.00	20,815.70	(10,815.70)		40,871.21

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
604-36210 INTEREST EARNINGS	.00	.00	.00	.00	.00	736.29
TOTAL SOURCE 36	.00	.00	.00	.00	.00	736.29
<u>OPERATING REVENUES</u>						
604-37360 PENALTIES	3,000.00	3,000.00	796.05	2,203.95	26.54	3,120.41
604-37410 STREET LIGHT UTILITY FEES	222,482.00	222,482.00	39,825.00	182,657.00	17.90	224,314.26
TOTAL OPERATING REVENUES	225,482.00	225,482.00	40,621.05	184,860.95	18.02	227,434.67
TOTAL FUND REVENUE	225,482.00	225,482.00	40,621.05			228,170.96

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES & CHARGES</i>						
604-49550-381 STREET LIGHT ELECTRIC	180,000.00	180,000.00	14,405.97	(165,594.03)	8.00	167,126.66
<i>TOTAL OTHER SERVICES & CHARG</i>	180,000.00	180,000.00	14,405.97	(165,594.03)	8.00	167,126.66
<i>MISCELLANEOUS</i>						
604-49550-402 STREET LIGHT AND SIGNAL REPAIR	35,482.00	35,482.00	5,399.38	(30,082.62)	15.22	20,173.09
<i>TOTAL MISCELLANEOUS</i>	35,482.00	35,482.00	5,399.38	(30,082.62)	15.22	20,173.09
TOTAL EXPENSE 550	215,482.00	215,482.00	19,805.35	(195,676.65)	9.19	187,299.75

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	215,482.00	215,482.00	19,805.35			187,299.75
NET REVENUES OVER EXPENDITURE	10,000.00	10,000.00	20,815.70			40,871.21

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTEREST & LOTTERY SALES	84,899.00	84,899.00	19,999.51	64,899.49	23.56	110,565.04
OPERATING REVENUES	5,902,800.00	5,902,800.00	919,924.08	4,982,875.92	15.58	6,810,622.37
TOTAL FUND REVENUE	5,987,699.00	5,987,699.00	939,923.59	5,047,775.41	15.70	6,921,187.41
EXPENDITURES						
LIQUOR STORE EXPENDITURES						
LIQUOR STORE	5,987,699.00	5,987,699.00	871,877.71	5,115,821.29	14.56	6,917,686.60
TOTAL LIQUOR STORE EXPENDITURES	5,987,699.00	5,987,699.00	871,877.71	5,115,821.29	14.56	6,917,686.60
TOTAL FUND EXPENDITURES	5,987,699.00	5,987,699.00	871,877.71	5,115,821.29	14.56	6,917,686.60
NET REVENUE OVER EXPENDITURES	.00	.00	68,045.88	(68,045.88)		3,500.81

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & LOTTERY SALES</u>						
610-36200 MISCELLANEOUS REVENUES	240.00	240.00	65.50	174.50	27.29	1,068.03
610-36210 INTEREST EARNINGS	2,659.00	2,659.00	.00	2,659.00	.00	10,413.58
610-36220 LOTTERY SALES	82,000.00	82,000.00	19,934.01	62,065.99	24.31	99,083.43
TOTAL INTEREST & LOTTERY SALES	84,899.00	84,899.00	19,999.51	64,899.49	23.56	110,565.04
<u>OPERATING REVENUES</u>						
610-37811 SALES - LIQUOR	2,015,000.00	2,015,000.00	342,062.69	1,672,937.31	16.98	2,365,567.87
610-37812 SALES - BEER	2,670,000.00	2,670,000.00	380,703.65	2,289,296.35	14.26	3,066,077.78
610-37813 SALES - WINE	910,000.00	910,000.00	150,638.47	759,361.53	16.55	1,014,097.97
610-37815 SALES - NON-TAXABLE	170,000.00	170,000.00	25,034.63	144,965.37	14.73	193,985.81
610-37816 SALES - TAXABLE	145,000.00	145,000.00	22,272.05	122,727.95	15.36	176,279.99
610-37830 DISCOUNTS, DEPOSITS & RETURNS	(6,000.00)	(6,000.00)	(783.50)	(5,216.50)	(13.06)	(4,546.50)
610-37840 CASH OVER AND SHORT	(1,200.00)	(1,200.00)	(3.91)	(1,196.09)	(.33)	(840.55)
TOTAL OPERATING REVENUES	5,902,800.00	5,902,800.00	919,924.08	4,982,875.92	15.58	6,810,622.37
TOTAL FUND REVENUE	5,987,699.00	5,987,699.00	939,923.59			6,921,187.41

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LIQUOR STORE						
<i>PERSONAL SERVICES</i>						
610-49750-101	FULL-TIME EMPLOYEES - REGULAR	249,663.00	249,663.00	50,754.97 (198,908.03)	20.33	298,740.17
610-49750-102	FULL-TIME EMPLOYEES - OVERTIME	8,138.00	8,138.00	1,815.11 (6,322.89)	22.30	3,282.30
610-49750-103	PART-TIME EMPLOYEES - REGULAR	176,000.00	176,000.00	24,894.77 (151,105.23)	14.14	135,081.34
610-49750-106	PART-TIME EMPLOYEES - OVERTIME	1,200.00	1,200.00	.00 (1,200.00)	.00	478.80
610-49750-110	HOURS WORKED HOLIDAY	10,000.00	10,000.00	4,808.51 (5,191.49)	48.09	9,110.87
610-49750-121	PERA (EMPLOYER)	34,322.00	34,322.00	5,954.63 (28,367.37)	17.35	31,748.13
610-49750-122	FICA/MEDICARE (EMPLOYER)	35,009.00	35,009.00	6,168.98 (28,840.02)	17.62	31,938.56
610-49750-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	69,130.00	69,130.00	16,856.92 (52,273.08)	24.38	74,972.48
610-49750-132	LONGEVITY PAY	12,632.00	12,632.00	.00 (12,632.00)	.00	.00
610-49750-133	INSURANCE DEDUCTIBLE CONTRIB	4,800.00	4,800.00	.00 (4,800.00)	.00	3,600.00
610-49750-151	WORKERS' COMPENSATION PREMIU	27,530.00	27,530.00	.00 (27,530.00)	.00	11,590.17
610-49750-153	UNEMPLOYMENT COMPENSATION	250.00	250.00	.00 (250.00)	.00	104.30
610-49750-154	HRA/FLEX FEES	325.00	325.00	85.60 (239.40)	26.34	307.55
TOTAL PERSONAL SERVICES		628,999.00	628,999.00	111,339.49 (517,659.51)	17.70	600,954.67
<i>SUPPLIES</i>						
610-49750-201	OFFICE SUPPLIES - ACCESSORIES	3,000.00	3,000.00	279.36 (2,720.64)	9.31	1,600.10
610-49750-210	MISCELLANEOUS OPER SUPPLIES	18,000.00	18,000.00	2,048.33 (15,951.67)	11.38	17,163.00
610-49750-220	MAINTENANCE & REPAIR SUPPLIES	30,000.00	30,000.00	3,206.82 (26,793.18)	10.69	25,270.07
610-49750-240	SMALL TOOLS AND MINOR EQUIPME	3,000.00	3,000.00	.00 (3,000.00)	.00	6,615.83
610-49750-251	PURCHASES - LIQUOR	1,470,000.00	1,470,000.00	249,102.10 (1,220,897.90)	16.95	1,720,962.03
610-49750-252	PURCHASES - BEER	2,080,000.00	2,080,000.00	292,381.74 (1,787,618.26)	14.06	2,373,589.59
610-49750-253	PURCHASES WINE	650,000.00	650,000.00	105,786.25 (544,213.75)	16.27	701,243.12
610-49750-259	PURCHASES - MISCELLANEOUS	260,000.00	260,000.00	38,976.58 (221,023.42)	14.99	297,046.29
610-49750-260	FREIGHT & DRAY	38,000.00	38,000.00	6,587.91 (31,412.09)	17.34	41,081.03
TOTAL SUPPLIES		4,552,000.00	4,552,000.00	698,369.09 (3,853,630.91)	15.34	5,184,571.06
<i>OTHER SERVICES & CHARGES</i>						
610-49750-304	MISC PROFESSIONAL SERVICES	2,500.00	2,500.00	.00 (2,500.00)	.00	1,245.00
610-49750-313	IT MGMT & BACKUP	3,800.00	3,800.00	888.40 (2,911.60)	23.38	5,330.40
610-49750-321	TELEPHONE/CELLULAR PHONES	9,500.00	9,500.00	733.18 (8,766.82)	7.72	7,639.72
610-49750-331	TRAVEL/MEALS/LODGING	200.00	200.00	.00 (200.00)	.00	.00
610-49750-334	MILEAGE REIMBURSEMENT	500.00	500.00	.00 (500.00)	.00	.00
610-49750-340	ADVERTISING	41,000.00	41,000.00	6,532.69 (34,467.31)	15.93	38,971.14
610-49750-341	WINE TASTING EVENT COSTS	3,200.00	3,200.00	.00 (3,200.00)	.00	.00
610-49750-360	INSURANCE AND BONDS	15,000.00	15,000.00	.00 (15,000.00)	.00	14,276.22
610-49750-381	ELECTRIC UTILITIES	26,500.00	26,500.00	1,905.25 (24,594.75)	7.19	22,369.85
610-49750-382	WATER/WASTEWATER UTILITIES	1,250.00	1,250.00	336.69 (913.31)	26.94	1,093.74
610-49750-383	GAS UTILITIES	1,800.00	1,800.00	431.38 (1,368.62)	23.97	1,468.82
610-49750-384	REFUSE HAULING	6,000.00	6,000.00	874.86 (5,125.14)	14.58	5,188.91
TOTAL OTHER SERVICES & CHARG		111,250.00	111,250.00	11,702.45 (99,547.55)	10.52	97,583.80

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 610 - LIQUOR STORE FUND

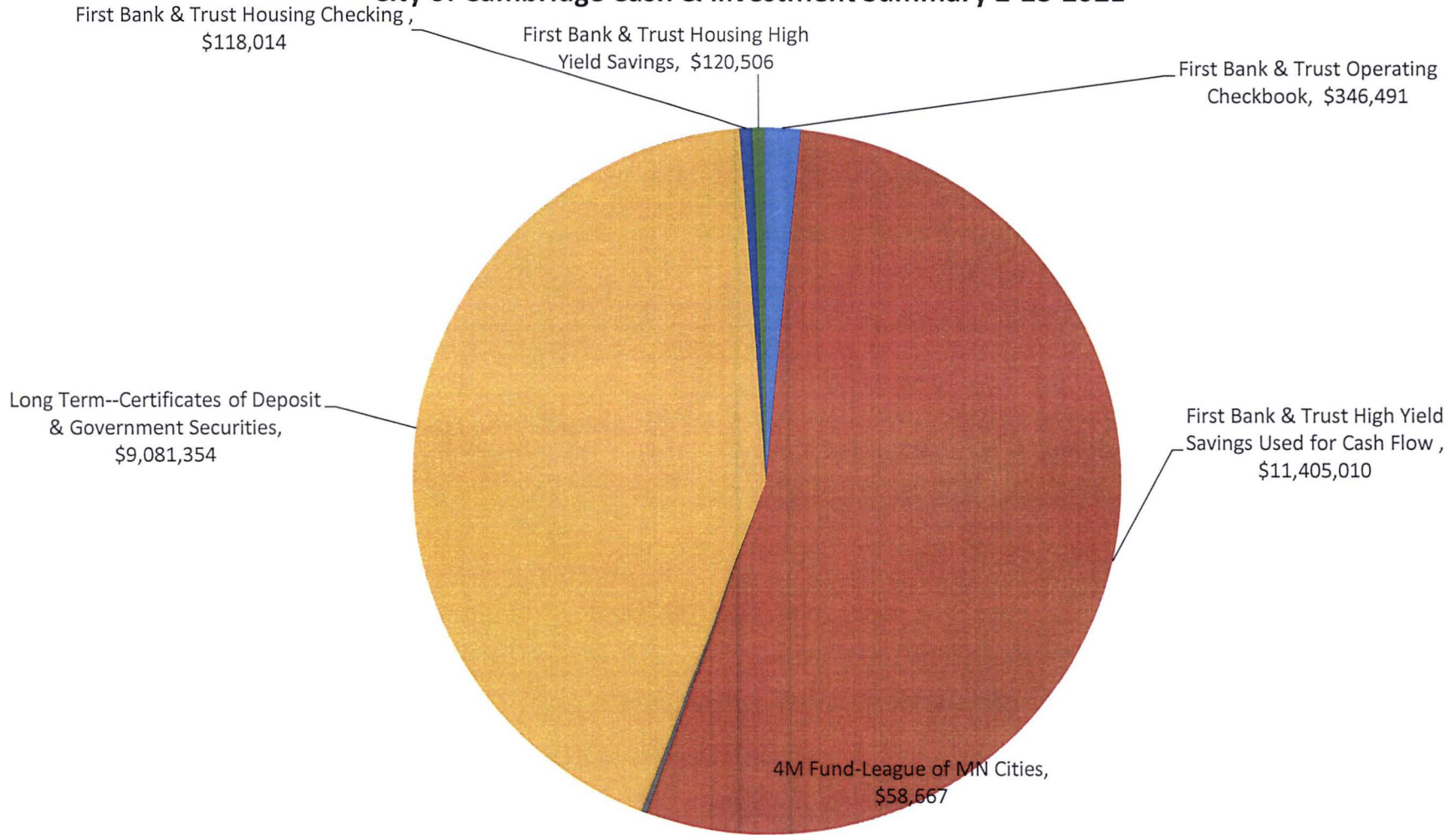
	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
610-49750-405 JANITOR SERVICES	6,000.00	6,000.00	1,221.20	(4,778.80)	20.35	5,298.33
610-49750-420 DEPRECIATION	62,000.00	62,000.00	.00	(62,000.00)	.00	61,297.65
610-49750-430 FISCAL/BANK/MISCELLANEOUS CHG	135,000.00	135,000.00	26,525.52	(108,474.48)	19.65	150,745.87
610-49750-433 DUES AND SUBSCRIPTIONS	4,200.00	4,200.00	.00	(4,200.00)	.00	4,122.00
610-49750-440 MEETINGS AND SCHOOLS	3,000.00	3,000.00	.00	(3,000.00)	.00	440.00
610-49750-453 TAXES AND LICENSES	250.00	250.00	.00	(250.00)	.00	220.00
610-49750-461 LOTTERY SWEEP	50,000.00	50,000.00	14,122.41	(35,877.59)	28.24	46,107.13
610-49750-475 LOTTERY PAID OUT	30,000.00	30,000.00	7,186.00	(22,814.00)	23.95	45,200.05
610-49750-489 CONTRACT MAINTENANCE	5,000.00	5,000.00	1,411.55	(3,588.45)	28.23	6,146.04
<i>TOTAL MISCELLANEOUS</i>	<u>295,450.00</u>	<u>295,450.00</u>	<u>50,466.68</u>	<u>(244,983.32)</u>	<u>17.08</u>	<u>319,577.07</u>
<i>TRANSFERS</i>						
610-49750-720 TRANSFERS OUT - OPER TRANSFER	400,000.00	400,000.00	.00	(400,000.00)	.00	715,000.00
<i>TOTAL TRANSFERS</i>	<u>400,000.00</u>	<u>400,000.00</u>	<u>.00</u>	<u>(400,000.00)</u>	<u>.00</u>	<u>715,000.00</u>
TOTAL LIQUOR STORE	<u><u>5,987,699.00</u></u>	<u><u>5,987,699.00</u></u>	<u><u>871,877.71</u></u>	<u><u>(5,115,821.29)</u></u>	<u><u>14.56</u></u>	<u><u>6,917,686.60</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	5,987,699.00	5,987,699.00	871,877.71			6,917,686.60
NET REVENUES OVER EXPENDITURE	.00	.00	68,045.88			3,500.81

City of Cambridge Cash & Investment Summary 2-28-2021



City of Cambridge		
General Fund Park Expenses		
on Park Specific Basis		
Name of Park		Costs 2/1/2021-2/28/2021
City Park		\$1,453.79
Ice Rink		\$40,178.28
Sandquist Park		\$481.01
Central Greens		\$115.27
Brown Park		\$115.27
Peterson Park		\$115.27
Pioneer Park		\$0.00
Water Tower Park		\$115.27
Preserve Park		\$0.00
Dog Park		\$981.03
Honeysuckle Park		\$0.00
Parkwood Park		\$0.00
Veteran's Park		\$0.00
Not Location Specific Expense		\$2,624.40
Total		\$46,179.59
Difference		\$0.00
Total Per General Ledger		\$46,179.59
Notes:		
Generally, salaries are allocated to each park based on a time estimate received from our Public Works Director. During the year, as the seasons change, the allocations change to reflect current park activity.		
Not location specific expenses includes things that would be too difficult to allocate to a specific park like park liability insurance, gas for park vehicles, small tools, vehicle repairs, and park commission expense.		

Prepared by: Marcia Westover, City Planner and Todd Schwab, Public Works Utilities Director

Review

Heritage Greens of Cambridge, LLC., (DK Designs and INH Properties) has prepared plans for a multi-phase apartment building and future townhome development. Staff has been working with them on their site plan review and the process of how storm water treatment is evaluated.

When approving a storm water treatment plan staff is ensuring that receiving waters are not polluted by runoff from the site after rain events. Storm water treatment can be accomplished using several methods including **ponds** (wet or dry), **infiltrators** (permeable pavement, grass swale, rain gardens), or **subsurface storage/treatment**.

When one of these methods of storm water treatment is chosen the method is referred to as a Best Management Practice (BMP). The BMP choice is based on several factors including: soil types, site characteristics, type of runoff, or receiving water classification. Once the BMP is in place, it is important that a maintenance plan is developed so that the BMP can operate efficiently.

The Minnesota Pollution Control Agency (MPCA) requires that the City conducts a maintenance program for all publicly owned BMPs and sets guidelines that must be followed to achieve that goal. The MPCA also requires that the City has formal maintenance agreements with all the private BMP owners. The agreements ensure that the runoff entering the City storm water system from private business has been adequately treated.

The Storm Water Maintenance Agreement attached achieves the requirements of the MPCA. The Agreement states that the property owners shall be solely responsible for the maintenance of the Storm Water facilities, and that they shall bear all costs for the maintenance. The Agreement also gives the city the authority to inspect the facilities and notify the owner if they fail to maintain the facilities. If the owner fails to maintain the facilities, the City has the authority to maintain the pond and charge the owner for all costs incurred.

City Council Action

Approve the attached Private Storm Water Management and Maintenance Agreement between Heritage Greens of Cambridge, LLC., and the City of Cambridge and authorize the City Administrator and Mayor to sign the document.

Attachments

1. Private Storm Water Management and Maintenance Agreement

(for recording purposes)

Private Storm Water Management and Maintenance Agreement

I. THIS AGREEMENT, made this _____ day of _____, 2021, by and between the City of Cambridge, MN (hereinafter referred at as the "City") and, Heritage Greens of Cambridge, LLC (hereinafter referred to as "Owner") with reference to the following facts and circumstances:

A. Owner is the fee owner of certain real property situated in the City of Cambridge, legally described as follows:

Lot 1, Block 1 of Heritage Greens of Cambridge 1st Addition
(hereinafter referred at as the "Subject Property")

B. As a condition of its approval of the redevelopment for the Subject Property, and to comply with Minnesota Pollution Control Agency requirements, the City has required that the parties hereto enter into an agreement, which makes provision for the maintenance of the Storm Water Facilities located within the boundaries of the Subject Property as the same is described and depicted in those certain construction plans dated January 29, 2021 and prepared by Schultz Engineering, and approved by the City and constructed by Owner.

C. The parties hereto desire to set forth their agreement with respect to the maintenance of the Storm Water Management Facilities and the costs of such maintenance.

II. NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

A. Storm Water Management Facilities ("Facilities") are defined as any drainage systems, gutters, curbs, inlets, piped storm drains, infiltration basins, underground treatment and other drainage structures for the purpose of conveying and treating storm water. For the

purpose of this Agreement, maintenance of the Storm Water Management Facilities shall mean the regular inspection, routine maintenance, and major maintenance described within the maintenance plan and as required to maintain the performance standard and function of the Storm Water Management Facilities identified within the project Storm Water Pollution Control Plan and construction documents.

- B. Owner shall be solely responsible for the maintenance of the Storm Water Management Facilities, and shall bear all costs of such maintenance.
- C. Owner shall complete an annual report, certified by a qualified individual. The report shall include written documentation of the inspection schedule, times of inspection, remedial actions taken to repair, modify, or reconstruct the Facilities, certification that the Facilities are functioning in accordance with the approved plans, and notification of any planned change in responsibility for the Facilities. Owner shall retain completed annual reports for a minimum of 15 years and shall provided the City with the written documentation upon request.
- D. Owner hereby grants the City or its agents or contractor the right of entry at reasonable times and in a reasonable manner for the purpose of inspecting, operating, installing, constructing, reconstructing, maintaining, or repairing the Facilities.
- E. If, upon inspection, the City finds that Owner has failed to properly maintain the Facilities, the City may order the work to be performed within a reasonable time period. If the work is not performed or if a schedule for completing the work has not been provided within the specified time, Owner hereby agrees to allow the City to enter the property and take whatever steps it deems necessary to maintain the Facilities. All costs incurred by the City in pursuing performance of such maintenance, including but not limited to staff and consultant costs and attorney's fees, shall be reimbursed to the City within 30 days by Owner otherwise the City may recover its costs by levying a special assessment against the Subject Property.
- F. Owner, as present owner of the Subject Property, for itself and respective successors and assigns, hereby waives any statutory right which it may have to contest any such assessment by the City of its maintenance costs on the basis of the benefit to portions of the Subject property.
- G. The City is under no obligation to maintain or repair said Facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.

- H. Owner's heirs, administrators, executors, assigns and any other successor interest shall indemnify and hold harmless the City and its officers, agents and employees for any and all damages, accidents, casualties, occurrences, claims or attorney's fees which might arise or be asserted, in whole or in part, against the City from the construction, presence, existence, or maintenance of the Facilities subject to the Agreement. In the event a claim is asserted against the City, its officers, agents or employees, the City shall notify Owner and Owner shall defend at Owner expense any suit based on such claim. If any judgment or claim against the City, its officers, agents or employees, shall be allowed, Owner shall pay all costs and expenses in connection therewith. The City will not indemnify, defend or hold harmless in any fashion Owner from any claims arising from any failure, regardless of any language in any attachment or other document that Owner may provide.
- I. Owner shall record this Agreement with Isanti County within 7 days of approval and shall provide the City a recorded copy.
- J. No waiver of any provision of this agreement shall affect the right of any party thereafter to enforce such provisions or to exercise any right or remedy available.
- K. Owner shall provide to the City a Maintenance Plan, as-built drawings, and certification that the Facilities have been constructed properly as required by the City Code and pertinent City approvals.
- L. The terms and conditions of the Agreement shall be binding upon, and shall insure to the benefit of, the parties hereto and their respective successors and assigns.

III. IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

CITY OF CAMBRIDGE

Mayor

Date

City Administrator

Date

On this _____ day of _____, 2021 before me a notary public, the above-signed individual(s), James A. Godfrey and Linda J. Woulfe, originally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Notary Public

By signing this agreement, you acknowledge that you have full legal rights to create binding contractual agreements on behalf of your entity.

Owner

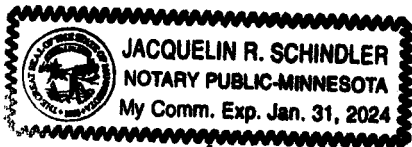
[Signature]

3/15/21
Date

Date

On this 15th day of March, 2021 before me a notary public, the above-signed individual(s), Jam E ILLIES, originally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.



[Signature]
Notary Public

This Instrument was drafted by:

City of Cambridge
300 3rd Ave NE
Cambridge, MN 55008

Prepared by: Marcia Westover, City Planner

Background

At the meeting on March 15, 2021, Council directed staff to move forward with the annexation process for parcel 05.061.0220.

This parcel is owned by the City and is currently being used as a street (Maple Drive South), it is right-of-way. The parcel abuts the municipal boundary and can be annexed according the State Statutes. The parcel was platted as an outlot in 1978 presumably for a road. The parcel was deeded to the City in 2005. A map is attached for reference.

State Statute 414.033 Subd. 2 (1) says that a municipal council may by ordinance declare land annexed to the municipality and any such land is deemed to be urban or suburban in character or about to become so if (1) the land is owned by the municipality.

Request

Approve Ordinance 733 and authorize staff to publish a summary ordinance.

Attachments

1. Ordinance 733
2. Map Exhibits A&B
3. Rum View Terrance 2nd Plat

ORDINANCE NO. 733

*An Ordinance of the City of Cambridge, Minnesota
Annexing Land Located in Isanti Township, Isanti County, Minnesota Pursuant to
Minnesota Statutes § 414.033 Subdivision 2 (1), Permitting Annexation by Ordinance (PIN:
05.061.0220, property in Goldenwood area, being used as a street)*

WHEREAS, said property is unincorporated, abuts the City of Cambridge city limits, is owned by the City of Cambridge; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMBRIDGE HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property as hereinafter described is owned by the City of Cambridge and is urban or suburban in nature.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of Cambridge, Minnesota, are hereby extended to include the property described as:

Parcel Number 05.061.0220 (0.34 acres):

Outlot A, Rum View Terrace 2nd Plat, Isanti County, Minnesota

Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries is attached hereto (Exhibit A and Exhibit B).

4. That the area legally described will not increase the population of the City since the land is used as a street.
5. That pursuant to Minnesota Statutes § 414.036 there are no special assessments assigned by the Town to the annexed property and the City of Cambridge shall pay no property tax reimbursement for these parcels since they are tax exempt.
6. That the City Administrator of the City of Cambridge is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Isanti County Auditor, and the Isanti Township Clerk.
7. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Cambridge, Minnesota, this 5th day of April, 2021.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

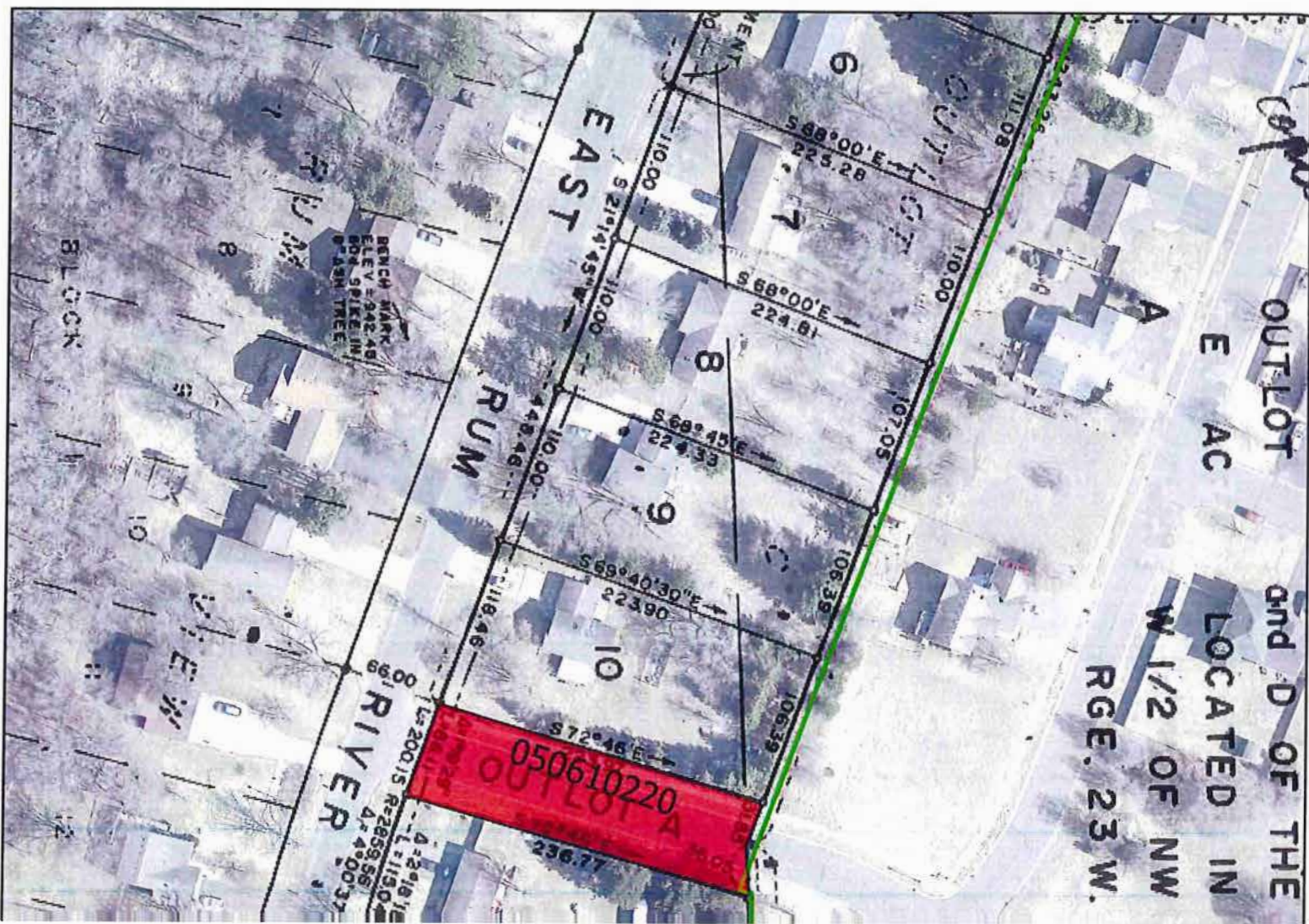
Published on: April 15, 2021

Summary Publication

Ordinance 733 annexed land located in Isanti Township, Isanti County, Minnesota Pursuant to Minnesota Statutes § 414.033 Subdivision 2 (1), Permitting Annexation by Ordinance. The parcel number is 05.061.0220 and is owned by the City of Cambridge and abuts the municipal boundary. A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

Linda Woulfe
City Administrator



OUTLOT
AND D OF THE
E AC
LOCATED IN NW
1/2 OF NW
RGE. 23 W.

050610220
OUTLOT A

EAST RIVER

BENCH MARK
ELEV. 942.48
FOR SPIKE IN
P. 15M TIME

6600
Ls 200.15 R-2859.56
L 21150.4
4-29/18/18
4-7-40037

BLOCK

W 1/2

E 1/2

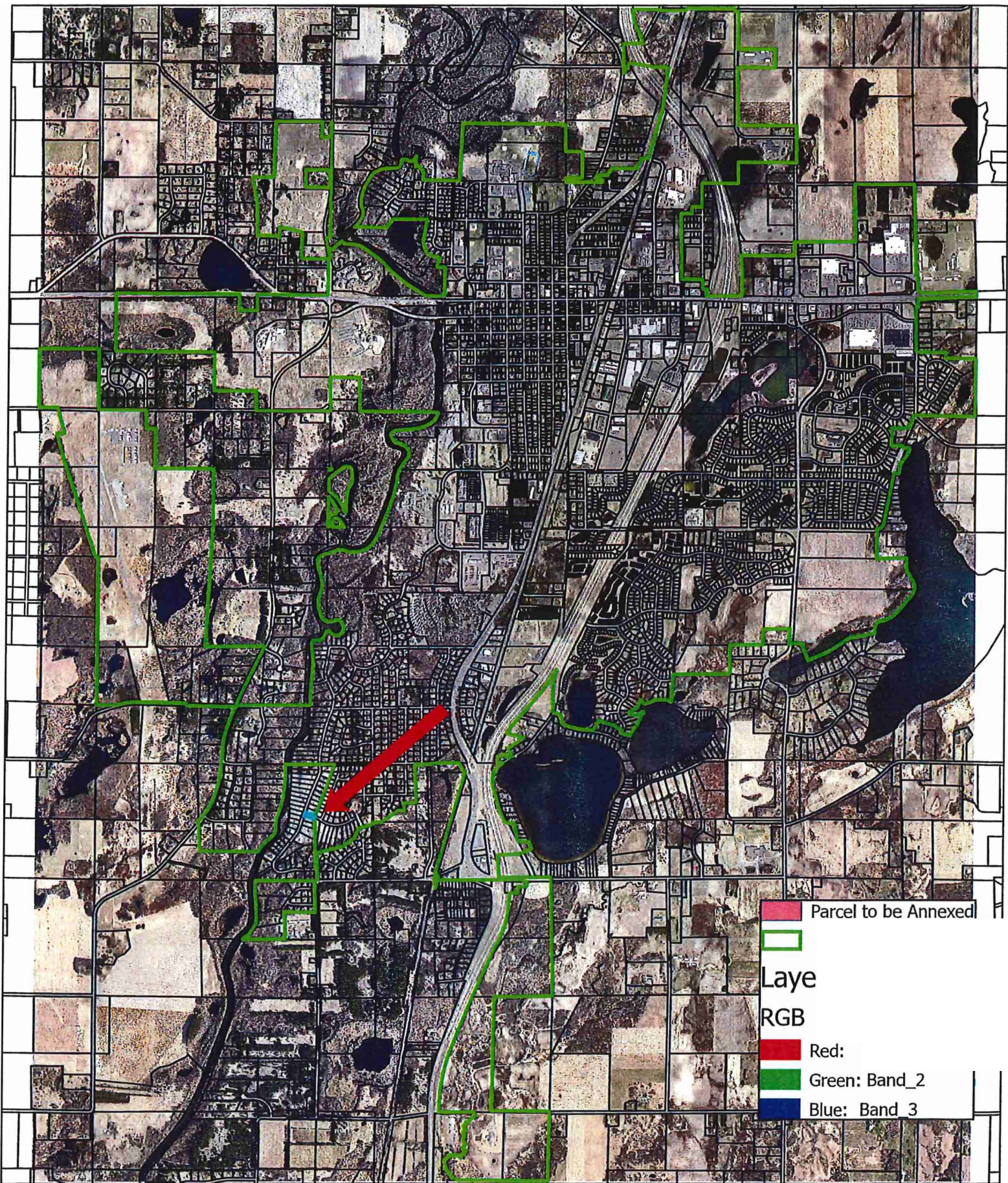
S 1/2

N 1/2

1/4

1/8

1/16



Parcel to be Annexed

Band 2

Band 3

RGB

- Red:
- Green: Band 2
- Blue: Band 3



Annexation Parcels

Cambridge, MN
Isanti County

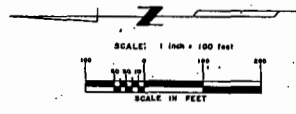
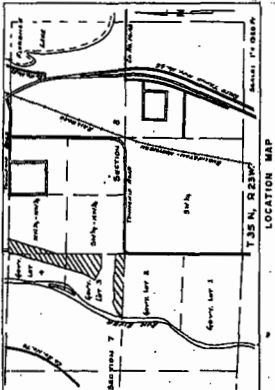
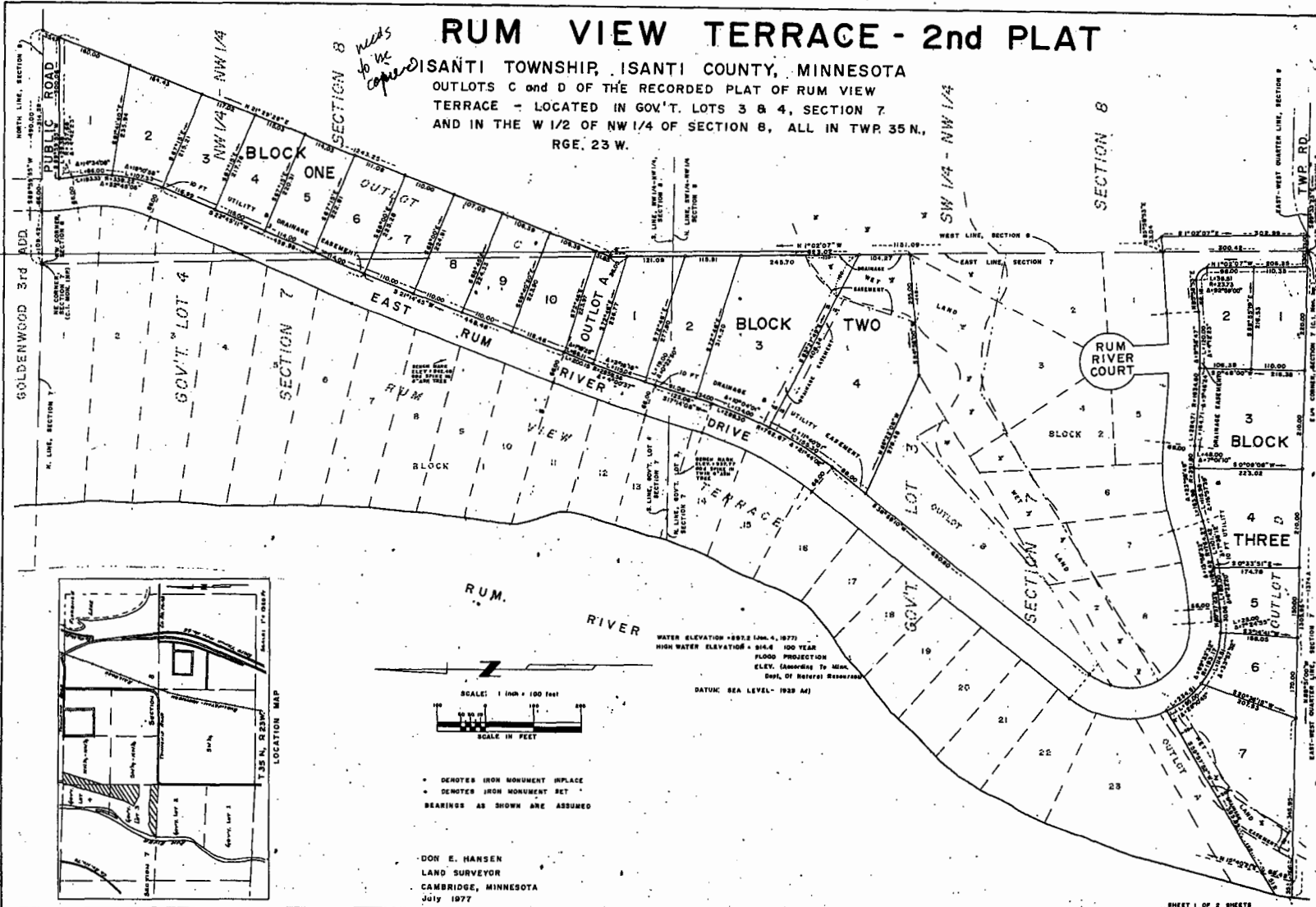


and The City of Cambridge does not

RUM VIEW TERRACE - 2nd PLAT

ISANTI TOWNSHIP, ISANTI COUNTY, MINNESOTA
 OUTLOTS C and D OF THE RECORDED PLAT OF RUM VIEW
 TERRACE - LOCATED IN GOV'T. LOTS 3 & 4, SECTION 7
 AND IN THE W 1/2 OF NW 1/4 OF SECTION 8, ALL IN TWP 35 N.,
 RGE. 23 W.

needs to be copied



• DENOTES IRON MONUMENT REPLACEMENT
 • DENOTES IRON MONUMENT SET
 BEARINGS AS SHOWN ARE ASSUMED

DON E. HANSEN
 LAND SURVEYOR
 CAMBRIDGE, MINNESOTA
 July 1977

4E Airport Runway Design and approve Resolution R21-013 Contract with SEH for Professional Services

April 5, 2021

Prepared by: Lucas Milz, Airport Manager

Background:

The Cambridge Airport is scheduled to reconstruct our current runway in 2022. There are several steps involved in a project of this size so we like to start the process early.

SEH has provided the City a Proposal for Professional Services. The steps included in this grant that they will complete on our behalf include, the grant application, runway design, and project closeout when the work is complete. Step one of this process is in front of you today. Once the proposal is approved SEH will complete the grant application that is due to the FAA and MN Dot Aeronautics in early May, those grants are typically approved in July or August. Once the grant is approved SEH will begin the design process. The proposed design will be presented to the Airport Commission and City Council for approval. Once design is finalized that plan will be used a year from now when the Airport begins the process of reconstructing the runway.

As required by the FAA for projects of this size the City requested an Independent Fee Estimate from Becher Hoppe of Wausau, WI provided us an estimate that the proposed work should cost between \$190,400 and 232,800 to complete. SEH's proposal is estimated well below this amount and meets the standards set for this project.

Fiscal Note:

SEH's Professional Services Agreement is estimated at \$138,700.
Becher Hoppe's Independent Fee Estimate was \$3,200

Recommendation:

Approve Resolution R21-013 Contract with SEH for Professional Services

Attachments:

Professional Services Agreement from SHE.
Independent Fee Estimate from Becher Hoppe

RESOLUTION NO. R21-013

*Resolution Accepting Contract with Short Elliot Hendrickson Inc.
For Professional Services at the Cambridge Municipal Airport*

WHEREAS, Short Elliot Hendrickson Inc. has offered a contract to provide Professional Service to complete FAA and MN Dot Aeronautics Grant Paperwork and complete the design and plans needed for construction of Runway 16/34 at the Cambridge Municipal Airport.

NOW THEREFORE, BE IT RESOLVED by the City Council of Cambridge, Minnesota, accepts the contract as presented by Short Elliot Hendrickson for the purpose state above.

Adopted this 5th day of April 2021.

James Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

ARCHITECT/ENGINEER AGREEMENT
Between

City of Cambridge

(OWNER)

and

Short Elliott Hendrickson Inc.

(CONSULTANT)

for

PROFESSIONAL SERVICES

THIS AGREEMENT made and entered into this ____ day of _____, 2021, by and between the City of Cambridge, hereinafter referred to as the OWNER, and Short Elliott Hendrickson Inc.® (SEH), with a regular place of business at 3535 Vadnais Center Drive, St. Paul, Minnesota 55110, hereinafter referred to as the CONSULTANT.

WITNESSETH:

That the OWNER and CONSULTANT, for the consideration hereinafter named, agree as follows:

ARTICLE 1. GENERAL DESCRIPTION OF WORK TO BE DONE

The OWNER agrees to and hereby does retain and employ CONSULTANT and CONSULTANT agrees to perform Architectural, Engineering and/or other Professional Services for the project at the Cambridge Municipal Airport, entitled:

Runway 16/34 Reconstruction – Final Design,

hereinafter referred to as the Project.

The Project and those services to be performed hereunder are more particularly described in ATTACHMENT A, a part hereof, and may be financed in part by grant-in-aid programs of the Minnesota Department of Transportation (Mn/DOT), Office of Aeronautics, and/or the Federal Aviation Administration (FAA) as described in Article 14.

ARTICLE 2. PERIOD OF SERVICE

Compensation for CONSULTANT'S services as provided elsewhere in this Agreement has been agreed to in anticipation of an orderly and continuous progress of CONSULTANT'S services through completion. In this regard, if the services covered by this Agreement have not been completed within 24 months of the date hereof, through no fault of CONSULTANT, any lump sum or maximum payment amounts shall be equitably adjusted.

ARTICLE 3. COMPENSATION TO CONSULTANT

A. Compensation to CONSULTANT for services described in this Agreement shall be on a Lump Sum basis, Cost Reimbursement Plus Fixed Fee basis and/or an Hourly Rate basis, as designated in the box below, and in ATTACHMENT B and as hereinafter described.

1. A Lump Sum method of payment for CONSULTANT'S services shall typically apply to all or parts of a work scope here CONSULTANT'S tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on an estimated percentage of completion of CONSULTANT'S services.

Reimbursement for Direct Expenses incurred in the performance of the work shall be included in the Lump Sum amount, unless otherwise set forth in ATTACHMENT B.

2. A Cost Reimbursement Plus Fixed Fee method of payment for CONSULTANT'S services shall typically apply to all or parts of work scope where CONSULTANT'S tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be established with any reasonable degree of accuracy. Under a Cost Reimbursement Plus Fixed Fee method of payment, the CONSULTANT shall be paid for the actual costs of providing required services plus a fixed fee payment as defined in FAA Advisory Circular 150/5100-14E, dated September 30, 2014, and as further defined as follows:
- a. Direct Salary Costs incurred by CONSULTANT for employee's time directly chargeable to the Project, and in accordance with the CONSULTANT'S SALARY SCHEDULE included in ATTACHMENT B. Periodic revisions to the schedule may be made and any such revisions shall be submitted by CONSULTANT to the OWNER for approval.
 - b. Overhead Costs including overhead on direct labor including, but not limited to, employment taxes, fringe benefits, holidays, vacation, and sick leave and all allowable general and administrative overhead costs. Overhead Costs shall be calculated as a percentage of Direct Salary Costs, with such percentage based on CONSULTANT'S audited records. The Overhead Rate to be applied to this Agreement and any special provisions relating thereto shall be set forth in ATTACHMENT B.
 - c. Direct Non-Salary Expenses incurred by CONSULTANT for costs directly chargeable to the project, including but not limited to:

- 1) Travel and subsistence.

- 2) Computer services.
- 3) Outside professional and technical services.
- 4) Identifiable reproduction and reprographic charges.
- 5) Expendable field supplies and special field equipment rental.
- 6) Other acceptable costs for such additional items and services as may be required by the OWNER to fulfill the terms of this Agreement.

d. Fixed Fee. In addition to the above reimbursement of costs, CONSULTANT shall be paid a fixed fee in the amount set forth in Attachment B. It is agreed that the fixed fee will be subject to adjustment in case of a work scope change, abandonment of the work prior to completion, or deletion of specific tasks.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, including a proportionate amount of the fixed fee. Invoices shall be accompanied by supporting evidence as required.

3. If no Federal funds are involved in this Agreement, an Hourly Rate method of payment for CONSULTANT'S services may be utilized as an alternative to the Lump Sum or Cost Reimbursement Plus Fixed Fee methods. Under an Hourly Rate method of payment, CONSULTANT shall be paid for the actual hours worked on the Project by CONSULTANT'S technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general and administrative overhead and professional fee. A rate schedule shall be furnished by CONSULTANT to OWNER upon request.

In addition to the foregoing, CONSULTANT shall be reimbursed at cost for the following Direct Expenses when incurred in the performance of the work:

- a. Travel and subsistence.
- b. Computer services.
- c. Owner approved outside professional and technical services.
- d. Identifiable reproduction and reprographic charges.
- e. Expendable field supplies and special field equipment rental.
- f. Other acceptable costs for such additional items and services as may be required by the Owner to fulfill the terms of this Agreement.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by support evidence as required.

- B. The OWNER, The Mn/DOT, Office of Aeronautics, the FAA, or their authorized representatives shall have access to CONSULTANT'S records for the purpose of accounting and audit. The CONSULTANT shall maintain all records relative to this Agreement for a period of not less than three years, subsequent to the OWNER'S final payment to CONSULTANT and until the project is financially closed-out by the FAA.

ARTICLE 4. EXTRA WORK AND SERVICES NOT INCLUDED IN THIS CONTRACT

If CONSULTANT is of the opinion that any services it has been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, it shall promptly notify the OWNER of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a Supplemental Agreement entered into by both parties and approved by Mn/DOT and FAA, prior to proceeding with any extra work or related expenditures.

ARTICLE 5. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven calendar days' written notice. In addition, the OWNER may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the OWNER to CONSULTANT. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated, upon seven calendar days' written notice as provided above.

In the event of termination, all documents finished or unfinished, prepared by CONSULTANT under this Agreement shall be made available by CONSULTANT to the OWNER pursuant to Article 7, and there shall be no further obligation of the OWNER to CONSULTANT under this Agreement, except for payment of amounts due and owing for work performed and expenses incurred to the date and time of termination, computed in accordance with Article 3.

In the event of a reduction in scope of the Project work, CONSULTANT shall be paid for the work performed and expenses incurred on the project work thus reduced and for any completed and abandoned work for which payment has not been made, computed in accordance with Article 3.

ARTICLE 6. DISPUTE RESOLUTION

In the event of an irreconcilable dispute under this Agreement, which is not resolvable through informal means, the parties may, upon written agreement, submit to the resolution process set out in this provision. Once the parties have agreed to the resolution process, each party shall have seven (7) calendar days to designate one representative, who shall have authority to act on this Agreement. If either party fails within that time to inform the other party in writing of its designation, the other party is free to pursue all other legal and equitable remedies. Within ten (10) calendar days of designation of the representative, the representatives shall meet and shall entertain such presentation of testimony and other evidence as the CONSULTANT and the OWNER may wish to present with respect to the dispute. Within seven (7) calendar days after the close of such presentation, the representative shall resolve the dispute or either party is free to pursue all other legal and equitable remedies. When the representatives resolve the dispute, their decision shall be final and conclusive. Should the representatives be unable to agree on a resolution of the dispute, then the parties are free to pursue all other legal and equitable remedies. Each party's costs for the dispute resolution shall be borne by the respective party.

If the parties do not agree in writing to the resolution process set out above, either party is entitled to pursue any other legal or equitable remedies available.

ARTICLE 7. DISPOSITION OF PLANS, REPORTS, AND OTHER DATA

At the time of completion or termination of the work, CONSULTANT shall make available to the OWNER, all maps, tracings, reports, resource materials and other documents pertaining to the work or to the Project. All such documents are not intended or represented to be suitable for reuse by the OWNER or others on extension of the Project or any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT. In this regard, the OWNER will indemnify and hold harmless CONSULTANT from any and all suits or claims of third parties arising out of such reuse, which is not specifically verified, adapted or authorized by CONSULTANT.

ARTICLE 8. DOCUMENTS FORMING THE CONTRACT

The contract documents shall be deemed to include this Agreement with all accompanying attachments of part hereof.

ARTICLE 9. OWNER'S RESPONSIBILITY

- A. To permit CONSULTANT to perform the services required hereunder, the OWNER shall supply in proper time and sequence, the following at no expense to CONSULTANT.
1. Provide all necessary information regarding its requirements as necessary for orderly progress of the work.
 2. Designate in writing, a person to act as OWNER'S representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret, and define OWNER'S policies with respect to CONSULTANT'S services.
 3. Furnish, as required for performance of CONSULTANT'S services (except to the extent provided otherwise in ATTACHMENT A), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in ATTACHMENT A.
 4. Provide access to, and make all provisions for CONSULTANT to enter upon publicly- and privately-owned property as required to perform the work.
 5. Act as liaison with other agencies to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
 6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by CONSULTANT, obtain advice of an attorney, insurance counselor or others as OWNER deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT.

7. Give prompt written notice to CONSULTANT whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT'S services or any defect in the work of Construction Contractor(s), Consultants or CONSULTANT.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollutant in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of these General Provisions, "pollution" shall mean any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste, pollutant or contaminant now or hereinafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended.

If CONSULTANT encounters, or reasonably suspects that it has encountered, asbestos, or pollution, including soil contamination in the project area, CONSULTANT shall cease activity in said area and promptly notify the OWNER who shall proceed as set forth above. Unless otherwise specifically provided in ATTACHMENT A, the services to be provided by CONSULTANT do not include identification of asbestos or pollution, including soil contamination and CONSULTANT has no duty to identify or attempt to identify the same in the project area.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as OWNER may require or CONSULTANT may reasonably request with regard to legal issues pertaining to the Project and such auditing services as OWNER may require to ascertain how or for what purpose any Contractor has used the monies paid under the construction contract.
 10. Provide such inspection services (except to the extent provided otherwise in ATTACHMENT A) as OWNER may require to ascertain that Contractor (s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.
 11. Provide "record" drawings and specifications for all existing physical plants or facilities which are pertinent to the Project.
 12. Provide written notice to CONSULTANT when the project has been financially closed-out by FAA.
 13. Provide other services, materials, or data as may be set forth in ATTACHMENT A.
- B. CONSULTANT shall be entitled to rely on the accuracy and completeness of information or services furnished by the OWNER. If CONSULTANT finds that any information or services furnished by the OWNER is in error or is inadequate for its purpose, CONSULTANT shall promptly notify the OWNER.

ARTICLE 10. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and

maintenance costs provided for in ATTACHMENT A, a part hereof, are to be made on the basis of CONSULTANT'S experience and qualifications and represent CONSULTANT'S best judgement as an experienced and qualified design professional. It is recognized, however, that CONSULTANT does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractor's methods of determining their prices, and that any evaluation of any facility to be constructed or reacquired, or work to be performed on the basis of CONSULTANT'S cost opinions, must of necessity, be speculative until completion of construction or acquisition. Accordingly, CONSULTANT cannot and does not guarantee that proposals, bids, or actual costs will not substantially vary from opinions, evaluations or studies submitted by CONSULTANT to OWNER hereunder.

ARTICLE 11. CONSTRUCTION PHASE SERVICES

OWNER acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and contractor(s), (3) in connection with approval of shop drawings and same submittals, and (4) as a result of and in response to CONSULTANT'S detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. OWNER agrees that if CONSULTANT is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, CONSULTANT will not be responsible for, and OWNER shall indemnify and hold CONSULTANT (and CONSULTANT'S professional associates and consultants) harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by OWNER or others. Nothing contained in this paragraph shall be construed to release CONSULTANT (or CONSULTANT'S professional associates or consultants) from liability for failure to perform in accordance with professional standards any duty or responsibility which CONSULTANT has undertaken or assumed under this Agreement.

ARTICLE 12. INSURANCE

CONSULTANT shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims for damages against it because of injury to or destruction of property including loss of use resulting therefrom.

Also, CONSULTANT shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which CONSULTANT is legally liable. However, CONSULTANT hereby states and the OWNER acknowledges, that CONSULTANT has no professional liability (errors and omissions) or other insurance, and is unable to reasonably obtain such insurance, for claims arising out of the performance or failure to perform professional services, including but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detection, abatement, replacement, modification, removal or disposal of (1) pollutants or of (2) products, materials or processes containing asbestos. Pollutants herein under (1) above meaning any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Accordingly, the OWNER hereby agrees to bring no claim for non-negligent services, breach of contract, or other cause of action against CONSULTANT, its

principals, employees, agents and consultants if such claim in any way arises out of the actual, alleged or threatened discharge, dispersal, release or escape of pollutants, or the investigation of or remedial work related to such pollutants or asbestos in the project. Certificates of insurance will be provided to the OWNER upon request.

ARTICLE 13. INDEPENDENT CONTRACTOR

The CONSULTANT in performance of work hereunder operates as an independent contractor and covenants and agrees that it will conduct itself consistent with such status, that is will neither hold itself out as nor claim to be an officer or employee of the OWNER by reason hereof, and that it will not by reason hereby, make any claim, demand or shall it apply for any right or privilege applicable to an officer or employee of the OWNER, including, but not limited to, worker's compensation coverage, unemployment insurance benefits, social security coverage or retirement membership or credit.

ARTICLE 14. FEDERAL AND STATE PARTICIPATION

Work performed under this Agreement may be financed in part by State and Federal funds. However, payments to CONSULTANT will be made by the OWNER.

The State of Minnesota and the United States are not parties to this Contract and no reference herein to the Mn/DOT, Office of Aeronautics, and to the FAA or any representatives thereof makes the State of Minnesota or the United States a party to the Contract.

ARTICLE 15. COVENANT AGAINST CONTINGENT FEES

The CONSULTANT warrants that no person or legal entity has been employed or retained to solicit or secure this contract upon an Agreement or understanding for a commission, percentage, brokerage, or contingent fee excepting bona-fide employees or bona-fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the OWNER shall have the right to annul this Agreement without liability or in its discretion to deduct from payment to CONSULTANT the full amount of each commission, percentages, brokerage, or contingent fee.

ARTICLE 16. FEDERAL CONTRACT CLAUSES

If this Agreement is to be financed in part by Federal funds, certain federally-required, contract clauses must be incorporated. These federally-required, contract clauses, included as ATTACHMENT C, are hereby incorporated herein and made a part of this Agreement. The ATTACHMENT C incorporated is for Non-Construction Contract of (check as appropriate):

- \$10,000 or less
- \$10,001 to \$25,000
- \$25,001 to \$100,000 or
- \$100,001 and over

The term "contractor" as used in said ATTACHMENT is understood to mean CONSULTANT.

ARTICLE 17. ASSIGNMENT

This Agreement, being intended to secure the personal service of the individuals employed by and through whom CONSULTANT performs work hereunder, shall not be assigned, sublet or transferred without written consent of the OWNER.

ARTICLE 18. NOTICES

All notices required by law or by this Agreement to be given to the CONSULTANT must be written and may be given personally or by depositing the same in the United States mail, postage prepaid, and addressed to CONSULTANT at such premises and at the following address:

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, Minnesota 55110

All notices required or permitted to be given to the OWNER hereunder shall be given by United States mail, postage prepaid, and addressed to:

City Administrator
City of Cambridge
300 Third Ave NE
Cambridge, MN 55008

Notice shall be deemed given as of the date said notice is deposited in the mail or personally delivered.

The parties must notify each other promptly in the event of a change in name or address.

ARTICLE 19. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 20. SPECIAL CONDITIONS

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

City of Cambridge

OWNER

Short Elliott Hendrickson Inc.

CONSULTANT

By _____

By _____

Attest _____

Attachments: A, B, C

**ATTACHMENT A-1
PROPOSAL FOR ENGINEERING SERVICES**

**Runway 16/34 Reconstruction – Final Design
CAMBRIDGE MUNICIPAL AIRPORT
AIP No. 3-27-0017-12-21**

PROJECT SCOPE:

This project consists of design engineering services for the reconstruction of Runway 16/34. The project will include the removal and replacement of the existing pavement on Runway 16/34 and safety area grading around the runway to account for any corrections needed. The runway has reached the end of its useful life and is in need of reconstruction. The runway was last reconstructed in 2000 and the PCI is approximately 54, within the fair range. The pavement is experiencing large cracking throughout the entire length of the runway. Electrical components will be included to account for new LED edge lighting and necessary electrical systems improvements.

SCOPE OF SERVICES:

Services to be provided include program coordination, final design, preparation of bidding documents, bidding and award, and project management. This contract does not include construction observation.

Specific tasks to be performed by the Consultant are as follows:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Cambridge Municipal Airport (CBG) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received.

Task 1.2 – Project Formulation – SEH will complete the project documentation, cost breakdowns and eligibility determinations for the approved scope of work.

Task 1.3 – Engineer’s Design Report – An Engineer’s Design Report will be completed and submitted as part of the FAA grant process. SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, any unique or unusual situations, and historical background on the proposed project. The report will include photographs, applicable AIP Standards, airport operational and safety considerations, pavement design (including the use of the FAARFIELD program), drainage design, airfield lighting and signage, navigational aids, pavement markings, environmental considerations, existing utilities and conditions, miscellaneous work items, life cycle cost analysis, modifications to design standards, disadvantaged business enterprise, project schedule, engineer’s cost estimate, and preliminary project budget.

Work Element 2: Topographical Survey

Task 2.1 – Topographical Survey – A comprehensive field survey will be completed to obtain topographical information including existing pavements, storm sewer inlets, electrical components, and relevant ground elevations.

Work Element 3: Construction Safety Plan/Airspace Analysis

Task 3.1 – Construction Safety Plan/Airspace Analysis – A Construction Safety and Phasing Plan will be prepared for the Project and submitted to the FAA. SEH will meet with CBG staff, airfield tenants and users to evaluate potential risks and determine appropriate mitigation tactics. Final phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users and airfield facilities. A final CSPP will be uploaded for FAA airspace review.

Work Element 4: Plan Drawings for Runway Reconstruction

Final design and plan drawings for Runway Reconstruction, will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 4.1 – Environmental Coordination and Permits – SEH will refine the draft Stormwater Pollution Prevention Plan (SWPPP) and erosion control plans completed as part of the Engineer's Design Report. Additionally, the scope of work includes completion and/or coordination of the MPCA NPDES permit application and Storm Water Pollution Prevention Plan (SWPPP).

Task 4.2 – Detailed Final Design – The final design will include the taxiway and apron design. Detailed final design to include establishment of final plan/profile, fence and gate design, surface and subsurface drainage design and other related project elements. Electrical final design will be related to edge lighting, and associated components. (See attached work scope from electrical subconsultant).

Task 4.3 – Construction Plan Sheets – Specific plan sheets to be developed and included in the plan set are as follows:

- Title Sheet
- Construction Safety Plan
- Construction Phasing Plan
- Statement of Estimated Quantities
- Details and Construction Notes
- Utility Locations Plan
- Typical Section(s)
- Removal Plan
- Erosion Control Plan and Details
- SWPPP
- Stormwater Plans
- Topography and Plan/Profile drawings for new pavement
- Alignment Plan
- Pavement Jointing Plan and Details
- Pavement Marking Plan and Details
- Electrical Layout and Details
- Details, Standard Plates, Construction Notes

Task 4.5 – Quality Control Site Visit – SEH will conduct one quality control site visits during final design to verify base maps, utility locations, light locations, grades, and other relevant site features to ensure conformance to bidding documents.

Work Element 5: Quantity Calculations and Cost Estimate

Task 5.1 – Quantity Calculations and Cost Estimate – This task includes finalization of quantities associated with the project for use in the bid package. Quantities will be calculated for use on the bid form and for updating the construction cost estimates.

Work Element 6: Construction Bidding Documents for Runway Reconstruction

Elements of the Construction Bidding Documents will be prepared in accordance with FAA Advisory Circulars (AC) 150/5300-13A, *Airport Design* and other applicable AC's, Orders, Regulations and Policy Memorandums. Specific tasks included with this work element include:

Task 6.1 – Construction Bidding Documents – A bid proposal project manual will be prepared that will consist of a table of contents, advertisement for bids, proposal documents, schedule of prices, State and Federal requirements, wage rates, technical specifications and special provisions.

Task 6.2 – Construction Management Plan – A Construction Management Plan (CMP) and reporting program will be prepared per FAA guidelines.

Work Element 7: FAA Construction Plans and Specifications Review

Task 7.1 – FAA Coordination – SEH will coordinate with the FAA on submitting a 90% complete set of construction plans and specifications for FAA review.

Task 7.2 – Completion of Appendix 3, “Full Review Guide” – SEH will complete Appendix 3 “Construction Plans and Specifications “Full Review Guide” and submit the document with the 90% plans and specifications

Task 7.3 – Review and Address FAA Comments – SEH will review and address all FAA comments on the plans and specifications and develop documentation to track any comments received and how those comments were addressed.

Work Element 8: Quality Control Reviews

Task 8.1 – Quality Control Reviews –This task includes quality control reviews of the project plans and specifications, quantity determinations and construction cost estimates. An on-site plan review with City staff is included.

Work Element 9: Bidding and Award

Task 9.1 – Bidding and Award – Assist the Owner with obtaining construction bids and/or quotes for proposed improvements. Assist the Owner with securing a grant from the Federal Aviation Administration for this project. Attend bid opening. Make a recommendation to the Owner on award of construction contract.

Work Element 10: Project Management – This task includes the overall project management of Work Elements 1 through 9 noted above. Project Management includes administration of the project, design team meetings, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

Task 10.1 – Design Team Meetings –This task includes periodic meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members. It is anticipated that there will be 12 design meetings.

Task 10.2 – Agency Meetings –This task includes occasional meetings by the design team, MnDOT Office of Aeronautics, FAA ADO, City staff, and other individuals and agencies as needed, to discuss the project design development, schedule, and any other related items.

Task 10.3 – Public Involvement Meetings and Notifications – This task includes specific meetings with airfield businesses, airfield tenants, and other critical stakeholders to provide updates on the status of the project and address any issues or concerns. This task also includes coordination with local FAA tech ops regarding the project schedule, any impacts to FAA equipment, and other coordination items. Project mailing and notifications will be sent out to the stakeholders.

Task 10.4 – Sub consultant Coordination –This task includes subcontractor coordination and administration, including contract and fee development, escorting of field work, deliverable review, and final payment and closeout.

Task 10.5 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation.

Subconsultants performing work under this proposal include the following:

1. Barr Engineering, Bloomington, Minnesota. Barr Engineering will complete the electrical design as needed for the runway reconstruction.
2. Braun Intertec. Standard penetration soil borings, and a geotechnical analysis will be performed by Braun Intertec of St. Cloud, Minnesota.

ESTIMATED FEES AND EXPENSES
ATTACHMENT "B-1"
Runway 16/34 Reconstruction - Final Design
Cambridge Municipal Airport

Task No.	Task Description	Project Manager	Project Engineer	Survey Crew Chief	Instrument Operator	Senior Technician	Admin Technician
1.	Project Formulation	25	25	0	0	2	6
2.	Topographical Survey	5	25	30	30	8	0
3.	Construction Safety Plan/Airspace Analysis	5	10	0	0	10	0
4.	Plan Drawings	30	180	0	0	140	0
5.	Quantity Calculations and Cost Estimates	10	20	0	0	10	0
6.	Construction Bidding Documents	20	60	0	0	10	5
7.	FAA Construction Plans and Specifications	5	10	0	0	5	0
8.	Quality Control Reviews	10	10	0	0	5	5
9.	Bidding and Award	10	20	0	0	0	2
10.	Project Management	60	30	0	0	0	8
	Total hours per labor category	180	390	30	30	190	26

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	180	\$59.98	\$10,796.40
Project Engineer	390	\$43.38	\$16,918.20
Survey Crew Chief	30	\$37.77	\$1,133.10
Instrument Operator	30	\$29.35	\$880.50
Senior Technician	190	\$41.25	\$7,837.50
Admin Technician	26	\$29.99	\$779.74

Total Direct Labor Costs:	846	<u>\$38,345.44</u>
Salary Overhead (34%)		\$13,037.45
General and Administrative Overhead (138%)		\$52,916.71
Total Labor Costs		<u>\$104,299.60</u>
Fee (15%)		\$15,644.94

Direct Expenses	Quantity	Rate	Extension
Equipment Usage	846	\$3.00	\$2,538.00
Travel - Mileage	1,500	\$0.56	\$840.00
Survey Equipment (Total Station)	30	\$30.00	\$900.00
Survey Equipment (GPS)	30	\$30.00	\$900.00
Survey Van	30	\$5.00	\$150.00
Electrical Design (Barr)	1	\$6,900.00	\$6,900.00
Geotechnical Investigation (Braun Intertec)	1	\$6,225.00	\$6,225.00
Reproductions / Miscellaneous	1	\$400.00	\$400.00

Total Expenses **\$18,853.00**

SUMMARY:

Total (Labor Costs + Fee + Expenses) \$138,797.54

Estimated Total **\$138,700.00**



Braun Intertec Corporation
3900 Roosevelt Road, Suite 113
Saint Cloud, MN 56301

Phone: 320.253.9940
Fax: 320.253.3054
Web: braunintertec.com

January 21, 2021

Proposal QTB132457

Ms. Lindsay Reidt
SEH, Inc.
3535 Vadnais Center Drive
Saint Paul, MN 55110

Re: Proposal for a Geotechnical Evaluation
Proposed Runway 16/34 Reconstruction
Cambridge Municipal Airport (CBG)
1212 Airport Avenue North
Cambridge, Minnesota

Dear Lindsay:

Braun Intertec Corporation respectfully submits this proposal to complete a geotechnical evaluation for the proposed Runway 16/34 reconstruction at the referenced site.

Project Information

Per our correspondence with you, we understand the proposed project will include the reconstruction of Runway 16/34. The existing runway is approximately 4,000 feet in length and consists primarily of bituminous pavement.

Purpose

The purpose of our geotechnical evaluation will be to characterize existing pavement and subsurface geologic conditions at selected exploration locations and evaluate their impact on the design and reconstruction of Runway 16/34.

Scope of Services

We propose the following tasks to help achieve the stated purpose. If we encounter unfavorable or unforeseen conditions during the completion of our tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming our services.

Site Access

Based on aerial photographs and your description, it appears that the site is accessible to a truck drill rig. We assume there will be no cause for delays in accessing the exploration locations. We are not including debris or obstruction removal, grading of navigable paths, or snow plowing.

AA/EOE

We assume SEH will stake prospective subsurface exploration locations and obtain surface elevations at those locations. Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

Our drilling activities may also impact the vegetation and may rut the surface to access boring locations. Restoration of vegetation and turf is not part of our scope of services.

Utility Clearance

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification of the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Penetration Test Borings

As requested, we will drill 8 standard penetration test borings in the existing pavement of Runway 16/34 for the project, extending them to 6 feet. Standard penetration tests will be performed continuously, and bag samples will be collected from the auger cuttings of the subgrade of 3 borings for laboratory testing.

If the borings encounter groundwater during or immediately after drilling each boring, we will record the observed depth on the boring logs.

If the intended boring depths do not extend through unsuitable material, we will extend the borings at least 5 feet into suitable material at greater depths. The additional information will help evaluate such issues as excavation depth and settlement. If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage. Requests for additional or deeper borings will be billed at a rate of \$285 per hour.

Borehole Abandonment

We will backfill our exploration locations immediately after completing the drilling at each location. Minnesota Statutes require sealing temporary borings that are 15 feet deep or deeper. Based on our proposed subsurface characterization depths, we currently do not anticipate having to seal any of the borehole locations.

Upon backfilling exploration locations, we will fill holes in pavements with a temporary patch. Over time, subsidence of borehole backfill may occur, requiring releveling of surface grades or replacing bituminous patches. We are not assuming responsibility for re-leveling or re-patching after we complete our fieldwork.

Sample Review and Laboratory Testing

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate the engineering properties necessary to our analyses, we anticipate performing moisture content tests, sieve hydrometer analyses, standard Proctor tests, and California Bearing Ratio tests. We will adjust the actual number and type of tests based on the results of our borings.

Engineering Analyses

We will use data obtained from the subsurface exploration and laboratory tests to evaluate the subsurface profile and groundwater conditions, and to perform engineering analyses related to pavement design and performance.

Report

We will prepare a report including:

- A sketch showing the exploration locations.
- Logs of the borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- A summary of the pavement section, subsurface profile and groundwater conditions.
- Discussion identifying the subsurface conditions that will impact design and construction.
- Discussion regarding the reuse of on-site materials during construction.
- Recommendations for preparing subgrades, and the selection, placement and compaction of fill.
- Recommended subgrade modulus (k).
- Recommended CBR value to aid in pavement design.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule.

- Drill rig mobilization – within about 2 weeks following receipt of written authorization
- Field exploration – 1 day on site to complete the work
- Classification and laboratory testing – within 2 weeks after completion of field exploration

- Preliminary results – within 1 week after completion of field exploration
- Final report submittal – within 3 weeks after completion of field exploration

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the services described in this proposal for a lump sum fee of \$6,225. Please note that our drilling/field services were budgeted to occur within our normal work hours of 7:00 a.m. to 4:00 p.m., Monday through Friday. If conditions occur that require us to work outside of these hours, we will request additional fees to cover our additional overtime costs. Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

We will provide our services under the terms of the Master Subcontract Agreement dated July 2, 2008.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Aaron Tast at 320.980.3504 or Colin Anderson at 320.305.0628.

Sincerely,

BRAUN INTERTEC CORPORATION



Colin L. Anderson, EIT
Staff Engineer



Joseph C. Butler, PE
Business Unit Manager, Senior Engineer

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

ATTACHMENT C

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the sponsor, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives, access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

GENERAL CIVIL RIGHTS PROVISIONS

The contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractor and sub-tier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

Title VI Solicitation Notice:

The **Sponsor**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be

notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

CLEAN AIR AND WATER POLLUTION CONTROL

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. § 740-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceeds \$150,000.

CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29) - The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than {specify number} days from the receipt of each payment the prime contractor receives from {Name of recipient}. The prime contractor agrees further to return retainage payments to each subcontractor within {specify the same number as above} days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subcontractors.

A1.1.1 RACE/GENDER NEUTRAL LANGUAGE

The requirements of 49 CFR part 26 apply to this contract. It is the policy of the Sponsor to practice nondiscrimination based on race, color, sex or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

ENERGY CONSERVATION REQUIREMENTS

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201*et seq.*).

FEDERAL FAIR LABOR STANDARDS ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

CERTIFICATION REGARDING LOBBYING

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OCCUPATIONAL SAFETY AND HEALTH ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

RIGHTS TO INVENTIONS

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within in the 37 CFR §401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental or research work.

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- a) The applicant represents that it is () is not (✓) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- b) The applicant represents that it is () is not (✓) is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twentyfour (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Termination for Convenience (Professional Services)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

Termination for Default (Professional Services)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project;
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold

Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and
- c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- (2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- (3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.



January 15, 2021

Ms. Lindsay Reidt, PE
SHORT, ELLIOTT, HENDRICKSON, INC.
3535 Vadnais Center Drive
St. Paul, Minnesota 55110

**RE: CAMBRIDGE, MN AIRPORT – RUNWAY 16/34 RECONSTRUCTION PROJECT
PROPOSAL FOR ELECTRICAL ENGINEERING SERVICES**

Dear Lindsay:

Thank you for contacting us regarding electrical engineering services for the Cambridge, MN Airport Runway 16/34 reconstruction project. We are providing this letter to outline our understanding of the project, our proposed scope of services, and our proposed fees for the design and bid phase of the project.

PROJECT DESCRIPTION

We understand that the City of Cambridge is planning to reconstruct existing Runway 16/34. The project will include replacement of the existing runway lighting system, consisting of a new LED MIRL system, including conduit, wire, and counterpoise. Replacement or addition of one or two signs is also anticipated. The existing runway regulator will be evaluated for re-use. Barr will provide on-site observation and make recommendations regarding this and any other items which may need replacement as part of the project.

This proposal is intended to outline our scope of service pertaining to design phase activities to support installation of the electrical portions of the project, as outlined further below. However, we are not including construction phase services in this proposal. Such services may be provided in a separate, future proposal.

SCOPE OF SERVICES

In support of your efforts, Barr proposes to provide the following subconsultant services to Short, Elliott, Hendrickson (SEH):

1. A site visit to make observations of existing conditions.



330 N. 4th Street, Wausau, WI 54403-5417
715-845-8000 | becherhoppe.com

March 26, 2021

Ms. Linda Woulfe, City Administrator
City of Cambridge
300 3rd Ave. NE
Cambridge, MN 55008

Subject: Independent Fee Estimate for Final Design and Bidding Services
Runway 16/34 Rehabilitation
Cambridge Municipal Airport (CBG)

Dear Ms. Woulfe:

Thank you for the opportunity to provide services to the City of Cambridge by providing an Independent Fee Estimate for the subject project. This Independent Fee Estimate is a requirement of Advisory Circular 150/5100-14E. Supporting documentation has been completed and is attached hereto for your consideration.

Becher-Hoppe Associates, Inc. was not considered in competition for these Professional Services and has no interest in the construction of these facilities. Becher-Hoppe Associates, Inc. has been actively involved in the design and construction of aviation facilities in the State of Wisconsin for over 65 years and is very familiar with the processes and requirements of the Federal Aviation Administration regarding grant funding and the associated Sponsor Assurances.

Becher-Hoppe has evaluated the scope of professional services proposed for the subject project, included as Attachment A. Based on this information, we have developed the anticipated level of effort by employee labor classification for each task in Attachment B.

Based on wage rates provided, the Consultant's overhead rate, and 15% profit factor, we estimate the cost for the services as defined in Attachment A should be fairly and reasonably priced in the range of \$190,400 to \$232,800.

If you have any questions, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink that reads "Randy Van Natta". The signature is written in a cursive, flowing style.

Randy Van Natta, PE
President

Attachments: Attachment A –Consultant Scope of Work
Attachment B – Estimated Effort and Fees

ATTACHMENT A – CONSULTANT SCOPE OF SERVICES

PROPOSAL FOR ENGINEERING SERVICES

Runway 16/34 Reconstruction – Final Design CAMBRIDGE MUNICIPAL AIRPORT AIP No. 3-27-0017-12-21

PROJECT SCOPE:

This project consists of design engineering services for the reconstruction of Runway 16/34. The project will include the removal and replacement of the existing pavement on Runway 16/34 and safety area grading around the runway to account for any corrections needed. The runway has reached the end of its useful life and is in need of reconstruction. The runway was last reconstructed in 2000 and the PCI is approximately 54, within the fair range. The pavement is experiencing large cracking throughout the entire length of the runway. Electrical components will be included to account for new LED edge lighting and necessary electrical systems improvements.

SCOPE OF SERVICES:

Services to be provided include program coordination, final design, preparation of bidding documents, bidding and award, and project management. This contract does not include construction observation.

Specific tasks to be performed by the Consultant are as follows:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Cambridge Municipal Airport (CBG) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received.

Task 1.2 – Project Formulation – SEH will complete the project documentation, cost breakdowns and eligibility determinations for the approved scope of work.

Task 1.3 – Engineer’s Design Report – An Engineer’s Design Report will be completed and submitted as part of the FAA grant process. SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, any unique or unusual situations, and historical background on the proposed project. The report will include photographs, applicable AIP Standards, airport operational and safety considerations, pavement design (including the use of the FAARFIELD program), drainage design, airfield lighting and signage, navigational aids, pavement markings, environmental considerations, existing utilities and conditions, miscellaneous work items, life cycle cost analysis, modifications to design standards, disadvantaged business enterprise, project schedule, engineer’s cost estimate, and preliminary project budget.

Work Element 2: Topographical Survey

Task 2.1 – Topographical Survey – A comprehensive field survey will be completed to obtain topographical information including existing pavements, storm sewer inlets, electrical components, and relevant ground elevations.

ATTACHMENT A – CONSULTANT SCOPE OF SERVICES

Work Element 3: Construction Safety Plan/Airspace Analysis

Task 3.1 – Construction Safety Plan/Airspace Analysis – A Construction Safety and Phasing Plan will be prepared for the Project and submitted to the FAA. SEH will meet with CBG staff, airfield tenants and users to evaluate potential risks and determine appropriate mitigation tactics. Final phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users and airfield facilities. A final CSPP will be uploaded for FAA airspace review.

Work Element 4: Plan Drawings for Runway Reconstruction

Final design and plan drawings for Runway Reconstruction, will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 4.1 – Environmental Coordination and Permits – SEH will refine the draft Stormwater Pollution Prevention Plan (SWPPP) and erosion control plans completed as part of the Engineer's Design Report. Additionally, the scope of work includes completion and/or coordination of the MPCA NPDES permit application and Storm Water Pollution Prevention Plan (SWPPP).

Task 4.2 – Detailed Final Design – The final design will include the taxiway and apron design. Detailed final design to include establishment of final plan/profile, fence and gate design, surface and subsurface drainage design and other related project elements. Electrical final design will be related to edge lighting, and associated components. (See attached work scope from electrical subconsultant).

Task 4.3 – Construction Plan Sheets – Specific plan sheets to be developed and included in the plan set are as follows:

- Title Sheet
- Construction Safety Plan
- Construction Phasing Plan
- Statement of Estimated Quantities
- Details and Construction Notes
- Utility Locations Plan
- Typical Section(s)
- Removal Plan
- Erosion Control Plan and Details
- SWPPP
- Stormwater Plans
- Topography and Plan/Profile drawings for new pavement
- Alignment Plan
- Pavement Jointing Plan and Details
- Pavement Marking Plan and Details
- Electrical Layout and Details
- Details, Standard Plates, Construction Notes

Task 4.5 – Quality Control Site Visit – SEH will conduct one quality control site visits during final design to verify base maps, utility locations, light locations, grades, and other relevant site features to ensure conformance to bidding documents.

Work Element 5: Quantity Calculations and Cost Estimate

Task 5.1 – Quantity Calculations and Cost Estimate – This task includes finalization of quantities associated with the project for use in the bid package. Quantities will be calculated for use on the bid form and for updating the construction cost estimates.

ATTACHMENT A – CONSULTANT SCOPE OF SERVICES

Work Element 6: Construction Bidding Documents for Runway Reconstruction

Elements of the Construction Bidding Documents will be prepared in accordance with FAA Advisory Circulars (AC) 150/5300-13A, *Airport Design* and other applicable AC's, Orders, Regulations and Policy Memorandums. Specific tasks included with this work element include:

- Task 6.1 – Construction Bidding Documents** – A bid proposal project manual will be prepared that will consist of a table of contents, advertisement for bids, proposal documents, schedule of prices, State and Federal requirements, wage rates, technical specifications and special provisions.
- Task 6.2 – Construction Management Plan** – A Construction Management Plan (CMP) and reporting program will be prepared per FAA guidelines.

Work Element 7: FAA Construction Plans and Specifications Review

- Task 7.1 – FAA Coordination** – SEH will coordinate with the FAA on submitting a 90% complete set of construction plans and specifications for FAA review.
- Task 7.2 – Completion of Appendix 3, "Full Review Guide"** – SEH will complete Appendix 3 "Construction Plans and Specifications "Full Review Guide" and submit the document with the 90% plans and specifications
- Task 7.3 – Review and Address FAA Comments** – SEH will review and address all FAA comments on the plans and specifications and develop documentation to track any comments received and how those comments were addressed.

Work Element 8: Quality Control Reviews

- Task 8.1 – Quality Control Reviews** –This task includes quality control reviews of the project plans and specifications, quantity determinations and construction cost estimates. An on-site plan review with City staff is included.

Work Element 9: Bidding and Award

- Task 9.1 – Bidding and Award** – Assist the Owner with obtaining construction bids and/or quotes for proposed improvements. Assist the Owner with securing a grant from the Federal Aviation Administration for this project. Attend bid opening. Make a recommendation to the Owner on award of construction contract.

Work Element 10: Project Management – This task includes the overall project management of Work Elements 1 through 9 noted above. Project Management includes administration of the project, design team meetings, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

- Task 10.1 – Design Team Meetings** –This task includes periodic meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members. It is anticipated that there will be 12 design meetings.
- Task 10.2 – Agency Meetings** –This task includes occasional meetings by the design team, MnDOT Office of Aeronautics, FAA ADO, City staff, and other individuals and agencies as needed, to discuss the project design development, schedule, and any other related items.
- Task 10.3 – Public Involvement Meetings and Notifications** – This task includes specific meetings with airfield businesses, airfield tenants, and other critical stakeholders to provide updates on the status of the project and address any issues or concerns. This task also includes coordination with local FAA tech ops regarding the project schedule, any impacts to FAA equipment, and other coordination items. Project mailing and notifications will be sent out to the stakeholders.

ATTACHMENT A – CONSULTANT SCOPE OF SERVICES

Task 10.4 – Sub consultant Coordination –This task includes subcontractor coordination and administration, including contract and fee development, escorting of field work, deliverable review, and final payment and closeout.

Task 10.5 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation.

Subconsultants performing work under this proposal include the following:

1. Barr Engineering, Bloomington, Minnesota. Barr Engineering will complete the electrical design as needed for the runway reconstruction.
2. Braun Intertec. Standard penetration soil borings, and a geotechnical analysis will be performed by Braun Intertec of St. Cloud, Minnesota.

ESTIMATED FEES AND EXPENSES
Runway 16/34 Reconstruction - Final Design
Cambridge Municipal Airport

Task No.	Task Description	Project Manager	Project Engineer	Survey Crew Chief	Instrument Operator	Senior Technician	Admin Technician
Project Formulation							
1.1	Scoping, Review, and Coordination	12	16				8
1.2	Project Formulation	12	12				
1.3	Engineer's Design Report	24	40			32	8
Topographical Survey							
2.1	Field Survey with Escort, Escort for Geotech	1	32	24	24		
Construction Safety Plan/Airspace Analysis							
3.1	Construction Safety Plan/Airspace Analysis	12	24			24	
Final Drawings for Runway Reconstruction							
4.1	Environmental Coordination and Permits	8	24			16	4
4.2	Detailed Final Design	40	100			120	
4.3	Construction Plans						
	Title Sheet	1	2			4	
	Construction Safety Plan	4	8			12	
	Construction Phasing Plan	4	16			16	
	Statement of Estimated Quantities	1	2			4	
	Details and Construction Notes	12	16			24	
	Utility Locations Plan	1	4	2		12	
	Typical Sections	8	12			24	
	Removal Plan	2	8			12	
	Erosion Control Plan and Details	1	4			8	
	SWPPP	2	4			12	
	Stormwater Plans	2	16			24	
	Runway Plan and Profile	8	16	2		32	
	Alignment Plan	1	2			8	
	Pavement Jointing and Details	2	4			8	
	Pavement Marking Plan and Details	1	4			8	
	Electrical Layout and Details	8	20			32	
	Details, Standard Plates, Construction Notes	8	16			24	
4.5	Quality Control Site Visit	8	8				
Quantity Calculations and Cost Estimates							
5.1	Quantity Calculations and Cost Estimates	4	12			16	
Construction Bidding Documents							
6.1	Construction Bidding Documents	8	12				8
6.2	Construction Management Plan	4	12				4
FAA Construction Plans and Specifications Review							
7.1	FAA Coordination	12	12				
7.2	Complete Appendix 3 - Full Review	2	12				
7.3	Review and Address FAA Comments	8	16			16	
Quality Control Reviews							
8.1	Quality Control Reviews	16	16				
Bidding and Award							
9.1	Bidding and Award	24	16				8
Project Management							
10.1	Design Team Meetings	12	12	4	4	12	12
10.2	Agency Meetings	12	12				
10.3	Public Involvement Meetings and Notifications	16	16				12
10.4	Sub Consultant Coordination	4	4				
10.5	Overall Project Management	12					
	Total hours per labor category	261	518	28	24	488	40

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	261	\$59.98	\$15,654.78
Project Engineer	518	\$43.38	\$22,470.84
Survey Crew Chief	28	\$37.77	\$1,057.56
Instrument Operator	24	\$29.35	\$704.40
Senior Technician	488	\$41.25	\$20,130.00
Admin Technician	40	\$29.99	\$1,199.60

Total Direct Labor Costs:	1,359		\$61,217.18
Salary Overhead (34%)			\$20,813.84
General and Administrative Overhead (138%)			\$84,479.71
Total Labor Costs			\$166,510.73
Fee (15%)			\$24,976.61

Direct Expenses	Quantity	Rate	Extension
Equipment Usage	1,359	\$3.00	\$4,077.00
Travel - Mileage 11 trips	2,640	\$0.56	\$1,478.40
Survey Equipment (Total Station)	16	\$30.00	\$480.00
Survey Equipment (GPS)	16	\$30.00	\$480.00
Survey Van	24	\$5.00	\$120.00
Electrical Design (Barr)	1	\$6,900.00	\$6,900.00
Geotechnical Investigation (Braun Intertec)	1	\$6,225.00	\$6,225.00
Reproductions / Miscellaneous	1	\$400.00	\$400.00
Total Expenses			\$20,160.40

SUMMARY:

Total (Labor Costs + Fee + Expenses) \$211,647.74

Estimated Total **\$211,600**

Estimated Fee Range \$ 190,400 To \$232,800



300 Third Avenue Northeast
Cambridge, MN 55008
www.ci.cambridge.mn.us

(763) 689-3211
(763) 689-6801 FAX

State of Minnesota)
County of Isanti) ss
City of Cambridge)

"I, Daniel, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, the ordinances of the City of Cambridge, and promise to ethically and faithfully conduct the duties of Police Officer for the City of Cambridge, Minnesota to the best of my judgment and ability so help me God."

Daniel C. Wagner, Police Officer

Subscribed and sworn to before me this 5th day of April, 2021.

Lynda J. Woulfe, City Administrator

Prepared by: Marcia Westover, City Planner

Tabled from March 15, 2021

Council tabled discussion on this item to receive more information on whether there has been a precedence set with similar approved variances, and what disclosures might affect sale of the property.

Findings

I checked our records and no, I couldn't find any variance approvals for an accessory structure on a vacant parcel. I have worked with several residents in the past to combine their parcels in order to build an accessory structure or other accessory items like a pool. If a resident owns several adjacent parcels, it is the city's standard they can use them as part of their yard (without any permanent structure(s)). They can have a garden, play equipment, etc. If they want to build a structure, then the parcels need to be combined.

As far as disclosures, the accessory structure would be removed prior to listing the lot for sale. The variance is not transferrable and only issued to Patricia Koljonen, therefore a new owner would not benefit from this variance. If a new owner purchased both lots, they would need to apply for a separate variance to install a new accessory structure.

Variance versus Lot Combination-Something to Consider

These parcels are part of the Heritage Greens Planned Unit Development (PUD). The lots are small by design with allowed lesser setbacks. Because of this, the impervious lot coverage of every lot exceeds the 30% maximum. The house, attached garage, and driveway alone exceed the coverage allowed. This is acceptable as part of the PUD. However, many owners are starting to request additional features such as small portable sheds. Sheds are identified as a potential allowable feature in the covenant documents. A specific shed 'size' was not identified in the covenants or PUD documents, leaving room for discretion.

The initial covenant documents required an Architectural Review Committee consisting of the City, builder (Lumber One-Avon), and developer (MetroPlains). This review committee would determine if a requested shed was appropriate (size, color, roof pitch, etc.). The architectural review committee no longer exists since the covenants expired. Therefore, it is now up to staff to determine 1.) if a shed is even allowed, and 2.) what is the standard shed size for the lots in this PUD.

Even if the lots are combined, lot coverage is still a concern. The existing structure, driveway, and sidewalk/trail exceed the impervious allowed if the lots are combined. However, if the lots were separate and a new home is built on the vacant lot it would far exceed the coverage of the proposed accessory shed. The intent of the PUD was to have small lot sizes and an intimate neighborhood, not larger lots with large accessory sheds. Therefore, combining the lots in this case does not make sense to allow the

larger shed. However, there is no regulation against a lot combination in this PUD, and no specific lot coverage or shed size documented. Staff would allow it, and it could become a permanent situation and set the precedence in this way. A variance for the shed is more likely to be temporary, but will also set a precedence.

Previous Background Information

Patricia Koljonen owns two adjacent parcels, 849 and 831 11th Ave SW. The property at 849 11th Ave SW is occupied, and the adjacent 831 11th Ave SW parcel is vacant. She would like to install an accessory structure on the vacant lot.

City Code does not allow an accessory structure on a vacant parcel. Staff recommended the parcels be combined through a lot combination process, then the accessory structure could be built. Patricia would like to keep the parcels separate for resale and has requested the variance instead of a lot combination.

Patricia has no intention of selling the parcel with the accessory structure on it. She would take the structure with her when she moves. A condition of approval on the Resolution is the accessory structure must be removed when the property sells. Staff see no issues as long as she owns both parcels, and removes the structure when she moves out of 849 11th Ave SW or when she sells 831 11th Ave SW.

Patricia also worked with staff to make the accessory structure conform to city code design standards. The structure will match the house with color, materials, and roof pitch.

Planning Commission Action

The Planning Commission, on a 5/0 vote, recommended approval of the variance on the Resolution as drafted with the conditions listed.

City Council Action

Motion to deny the variance request and direct staff to prepare findings of fact based on Council's facts.

Or

Motion to approve the Resolution as presented for a variance for a 16' x 32' accessory structure to be placed on the vacant parcel, 831 11th Ave SW with the following conditions:

1. This variance is not transferrable and is only issued to Patricia Koljonen for a 16' x 32' accessory structure located at 831 11th Ave SW.
2. The accessory structure must be removed once Patricia Koljonen no longer resides at 849 11th Ave SW, and/or sells the vacant parcel, 831 11th Ave SW.
3. The accessory structure must meet all required setbacks.
4. All local, state, and federal regulations must be met.

Attachments

1. Resolution
2. Applicant submittal (plans, site plan)

Resolution No. R21-011

RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE FOR AN
ACCESSORY STRUCTURE ON A VACANT PARCEL
FINDINGS OF FACT
(831 11TH AVE SW)

WHEREAS, Patricia Koljonen, 849 and 831 11th Ave SW., Cambridge, MN 55008, has applied for a Variance from the provisions of City Code Chapter 156, Section 156.080 Accessory Building and Structure Requirements, on the lot legally described below; and

Lot 2, Block 8, Heritage Greens of Cambridge, Isanti County, Minnesota.

WHEREAS, Patricia Koljonen has requested an accessory structure on a vacant lot in a Planned Unit Development district; and

WHEREAS, City Code Section 153.080 states no accessory building or structure shall be constructed on any lot prior to the time of construction of the principal building to which it is accessory; and

WHEREAS, City staff have completed a review of the application and have made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of March, 2021, following proper notice, held a public hearing and following said public hearing, adopted a recommendation that the request for Variance be approved; and

WHEREAS, The City Council, on the 15th day of March, 2021, held a regular meeting and discussed this request and tabled the discussion in an effort to gather more information on past precedence and disclosures; and

WHEREAS, The City Council, on the 5th day of April 2021, held a regular meeting and further discussed the request; and

WHEREAS, The City Council finds the seven (7) required standards to approve a variance request have been satisfied and provide the following Findings of Facts for approval of the request:

(1) *General standard.* No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.

Staff find conforming to the strict letter of the provisions of the city code do create a practical difficulty since the lots are part of a Planned Unit Development with smaller lot sizes and increased impervious footprint. Moreover, the structure is temporary and will be removed once the owner no longer resides at 849 11th Ave SW or sells 831 11th Ave SW.

(2) "Practical difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.

Staff find the lots in the Heritage Greens area are small since they are part of a Planned unit Development. The accessory structure will not alter the essential character of the area since it will match the existing house style(s).

(3) *Harmony.* Variances shall only be permitted if they are in harmony with the general purposes and intent of the City's Ordinances and Comprehensive Plan.

Staff find the request is in harmony with the general purposes and intent of the city's ordinances in that the applicant owns two adjacent parcels allowing adequate space, the accessory structure will be placed on the vacant adjacent lot, and is temporary in nature. The accessory structure has been designed to match the principal structure and other area homes.

(4) *Economic Considerations.* Economic considerations alone shall not constitute a practical difficulty; The alleged hardship shall not include the inability of the property owner to realize a greater profit than if the variance were not granted.

Staff find that the request is not due to economic considerations alone and that more space is needed for storage.

(5) *No other remedy.* There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.

Staff find there is no less intrusive means since this is a standard size accessory structure, the structure will be placed on a vacant parcel, and the primary parcel does not permit another structure.

(6) *Variance less than requested.* A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.

Staff find there is no alternative to the original request.

(7) *Essential character of the area.* In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:

(a) Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements permitted in the vicinity;

(b) Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;

- (c) Would the variance substantially increase congestion in the public streets due to traffic or parking;
- (d) Would the variance unduly increase the danger of flood or fire;
- (e) Would the variance unduly tax public utilities and facilities in the area; and
- (f) Would the variance endanger the public health or safety.

Staff find the request will not have an effect on public health or safety, will not cause any undue congestion, nor will be materially detrimental to overall public welfare.

NOW, THEREFORE, BE IT RESOLVED, the City Council of Cambridge, Minnesota, approves the variance request of Patricia Koljonen, for a 16' x 32' accessory structure at 831 11th Ave SW as long as the conditions below can be met:

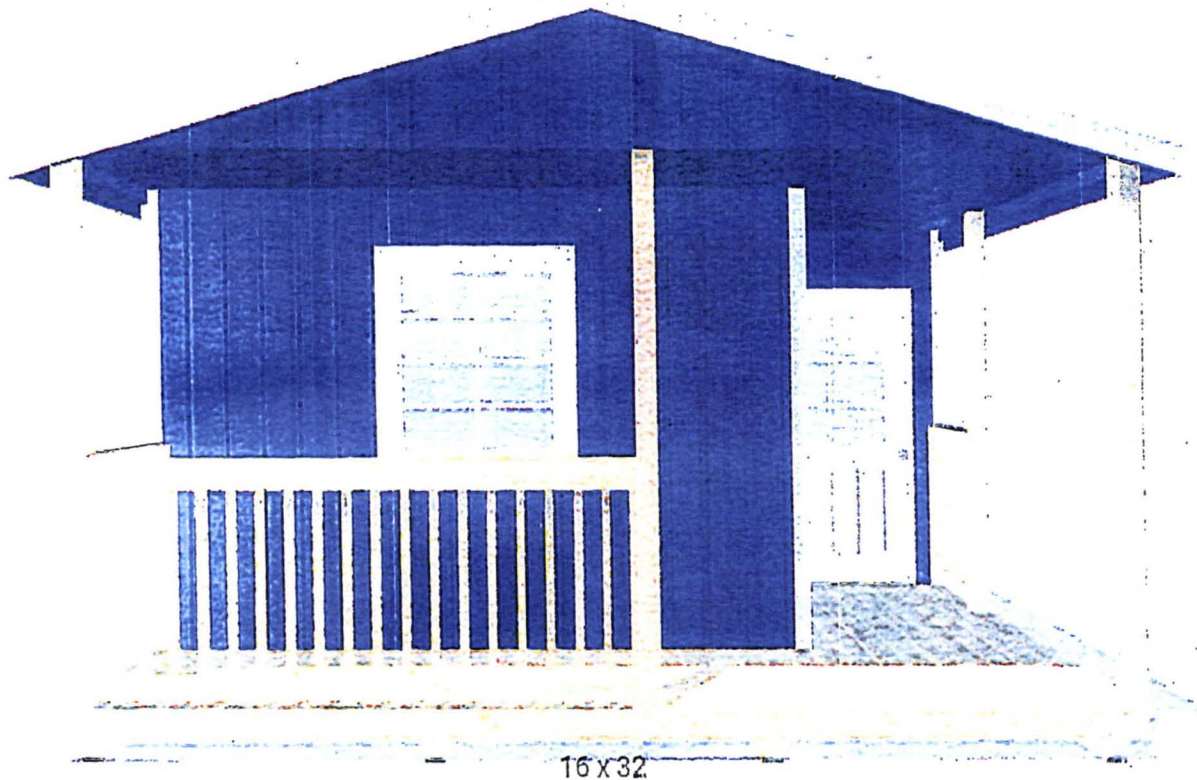
1. This variance is not transferrable and is only issued to Patricia Koljonen for a 16' x 32' accessory structure located at 831 11th Ave SW.
2. The accessory structure must be removed once Patricia Koljonen no longer resides at 849 11th Ave SW, and/or sells the vacant parcel, 831 11th Ave SW.
3. The accessory structure must meet all required setbacks.
4. All local, state, and federal regulations must be met.

Adopted by the Cambridge City Council
this 5th day of April 2021.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator



Reverse plan
fire pit view

P131



HOME



LEFT



RIGHT



IN



OUT



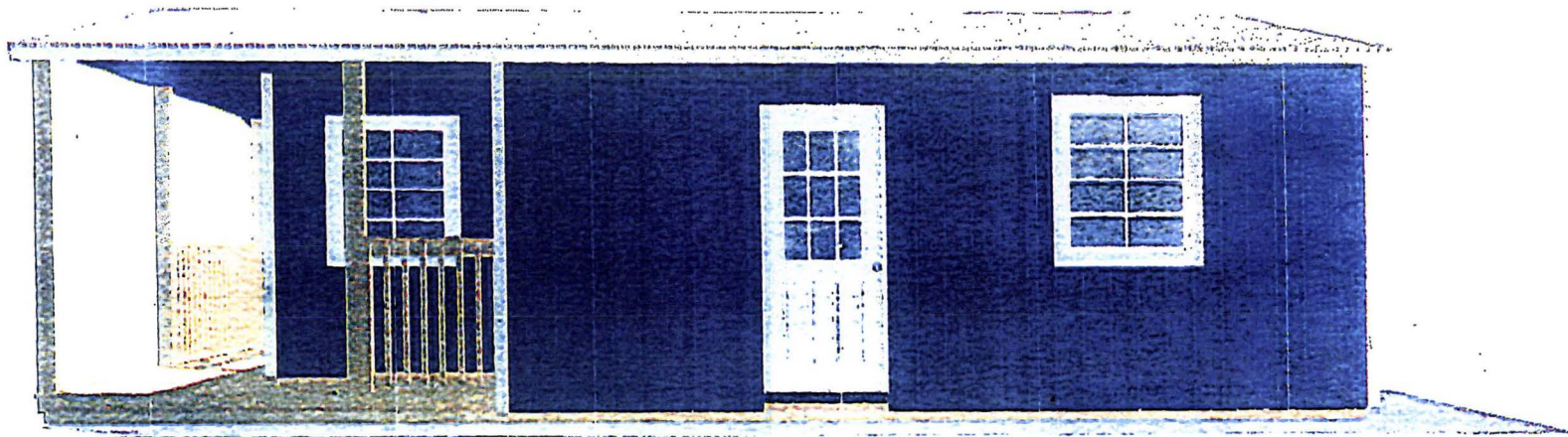
UNDO



RESET

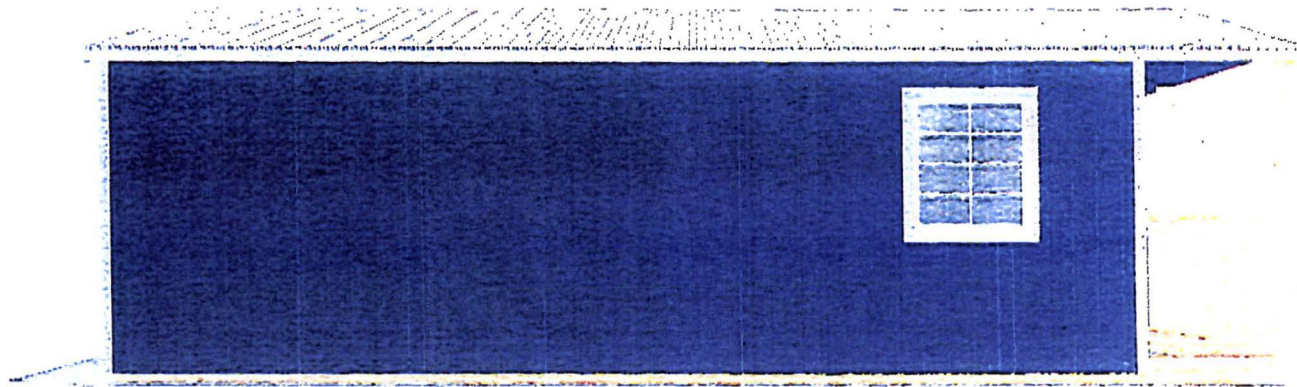


P132



16 x 32

base view



P133

16 x 32



HOME



LEFT



RIGHT



IN



OUT



UNDO



RESET

Alley view



Change Location



View Details



Submit for Quote

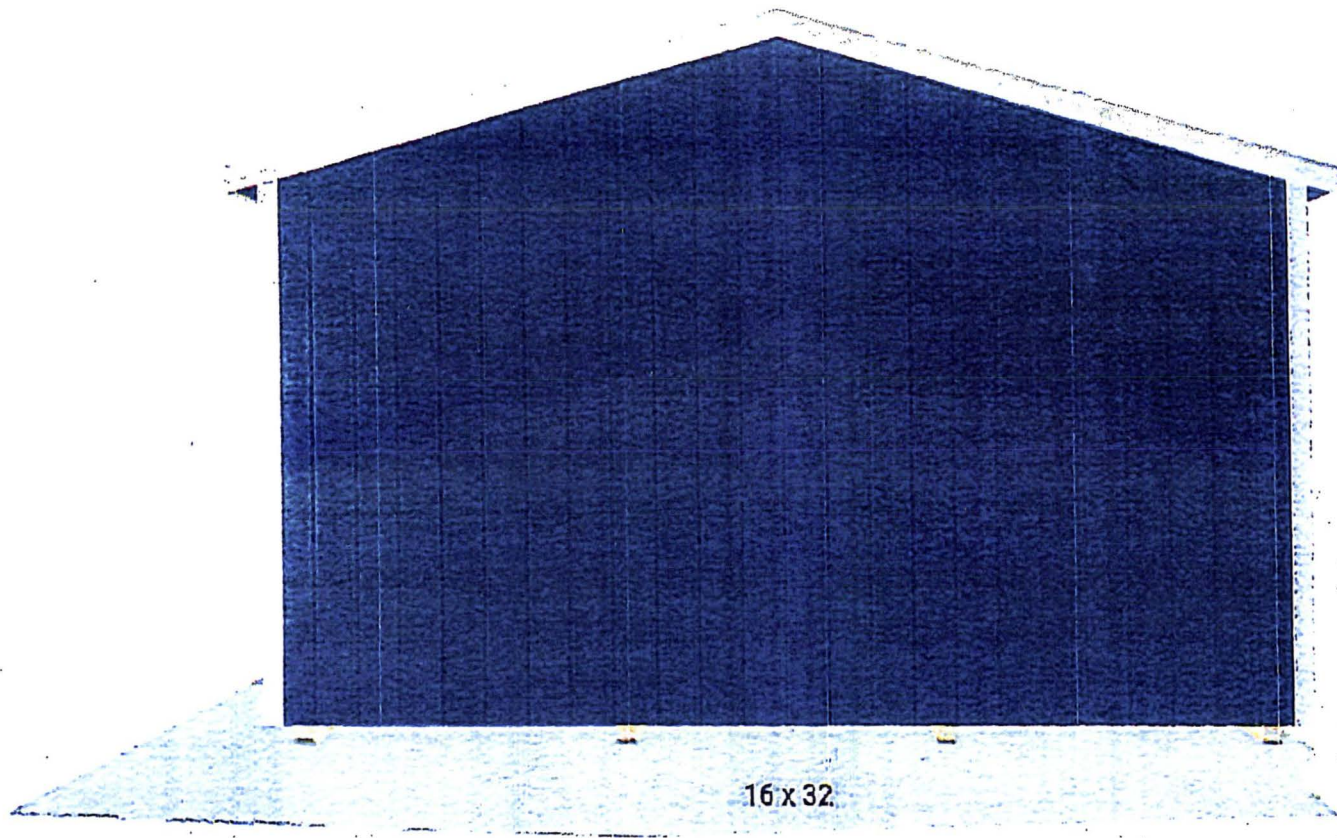


Email Link

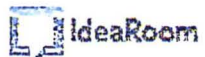


Questions? Contact us at 1-844-879-1468 or info@premierbuildings.us

P134



16x32



HOME



LEFT



RIGHT



IN



OUT



UNDO



RESET

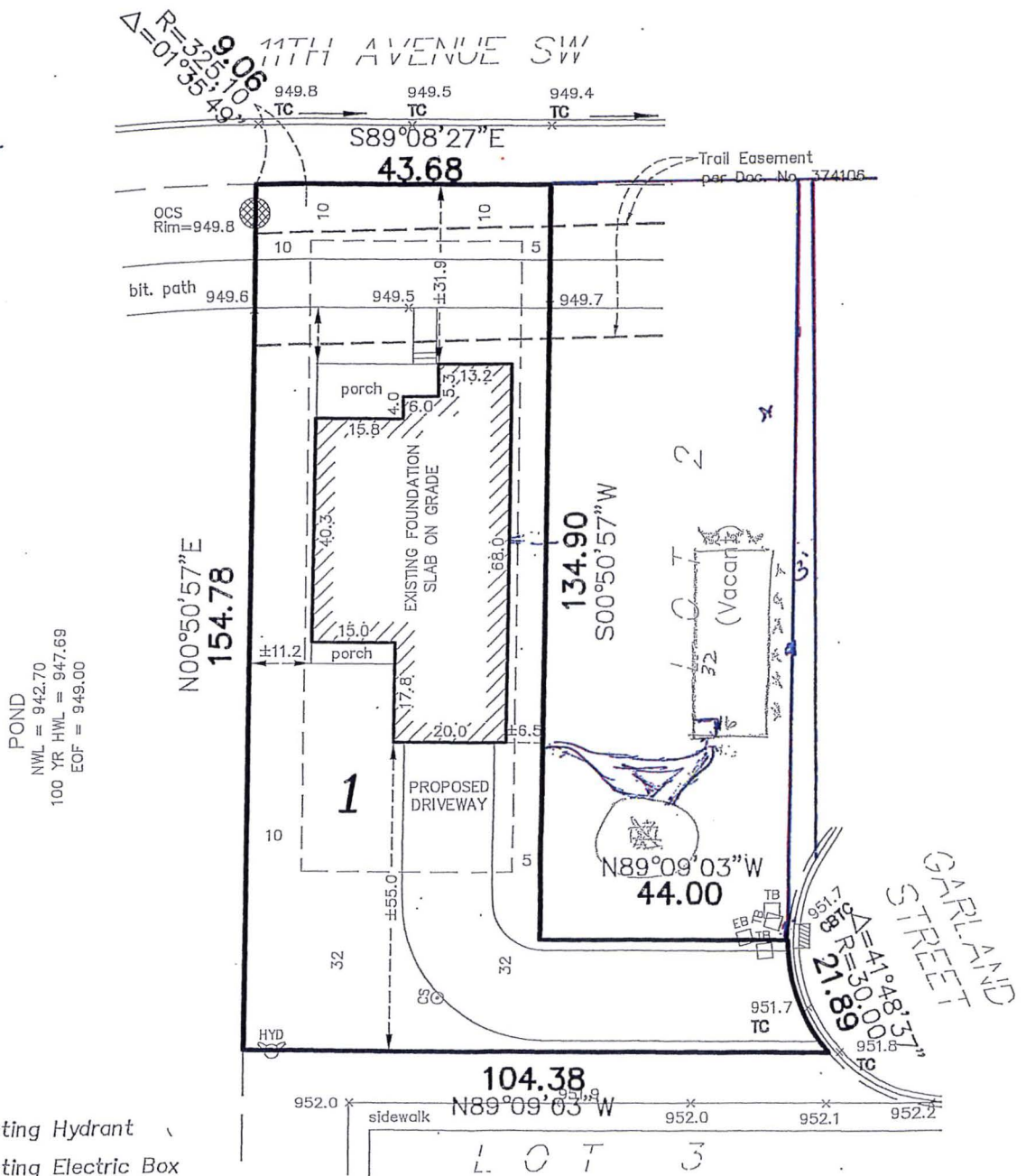
Street view

Foundation As-built for: SEMLER HOMES

Located in the SE 1/4 of
Sec. 32, Twp. 36, Rge. 23

House Address:

849 - 11th Avenue SW, Cambridge, MN



POND
 NWL = 942.70
 100 YR HWL = 947.69
 EOF = 949.00

- Denotes Existing Hydrant
- Denotes Existing Electric Box
- Denotes Existing Television Box
- Denotes Existing Telephone Box
- Denotes Existing Light Pole
- Denotes Existing Service
- Denotes Existing Curb Stop
- x 000.0 Denotes Existing Elevation
- Denotes Direction of Drainage
- Denotes Drainage & Utility Easement
(per recorded plat)
- Denotes Iron Monument

LEGAL DESCRIPTION:

Lot 1, Block 8, HERITAGE GREENS OF
CAMBRIDGE, Isanti County, Minnesota

* SLAB ON GRADE *

AS-BUILT BUILDING ELEVATIONS

Top of Foundation Elevation: ~~953.0~~ 952.9
 Garage Slab Elevation (at door): ~~952.6~~ 952.3 LIP
 P135
 P115
 NOTES:

Background:

In June of 2020 the City Council voted to allow outdoor dining for its downtown restaurants. With the pandemic ongoing, the City has been approached again with a request to block off space, and allow outdoor dining.

The restaurants that would be interested in utilizing outdoor space are:

Leader
Chapala
Cambridge Bar and Grill
Sidelines

Anecdotally, this question was put on the City's Facebook page to see whether or not the public was supportive of outdoor dining. There were (at the time of this report) 195 comments, with 100% of them being in support of allowing outdoor dining for downtown restaurants.

This action would require the City to barricade the same area it had previously on the North Side of 2nd Avenue SE just as shown in the picture from the June 1, 2020 report.

Request of City Council

1. Permit closure of 2nd Avenue SE between the entrance to the alley and Adams Street South from April 6, 2021 until restaurants are permitted to operate normally by the State of Minnesota or to September 30, 2021 at the latest.
2. Permit the use of the former Ace Tack and former Arlington lot for outside dining if needed. Any restaurant using that space would need to extend their liability insurance to cover that location.

Prepared by: Linda J. Woulfe, City Administrator

Background

I have been working with our downtown restaurants about outside dining since the Governor announced that restaurants could reopen with outside dining. Restaurants that have indicated they plan to utilize downtown sidewalks for dining are:

Leader

Chapala (in addition to their parking lot area and rooftop patio)

Cambridge Bar & Grill (in addition to space behind the Legion building)

Sidelines would like to utilize the north half of 2nd Ave SE between the alley and Adams Street as shown on the map below.



Ron Nelson, Sideline’s owner, has spoken with the other business owners on the street and he reported they are supportive of the closure. The closure will last from June 3, 2020 until the Governor’s order on outside dining is lifted or September 30 at the latest. Sideline’s outside dining hours will be 11:00 am until 10:00 pm, Wednesday through Sunday. The jersey barriers would be up throughout the closure. Jersey barriers are important to protect the people dining outside from cars.

Todd will use the cement barriers pictured below to form a “fence” around the outside dining area. They will be reused at Public Works for materials storage when they are removed from 2nd Ave SE.



These barricades would be connected together to provide a safer space for dining.

Other Downtown Restaurants

Bob Simon, People’s Café, and I talked about sidewalk dining and he may be interested in utilizing the former Arlington lot if a tent can be erected on the parcel and table and chairs can be there throughout the summer. He will get back to me in about three weeks or so.

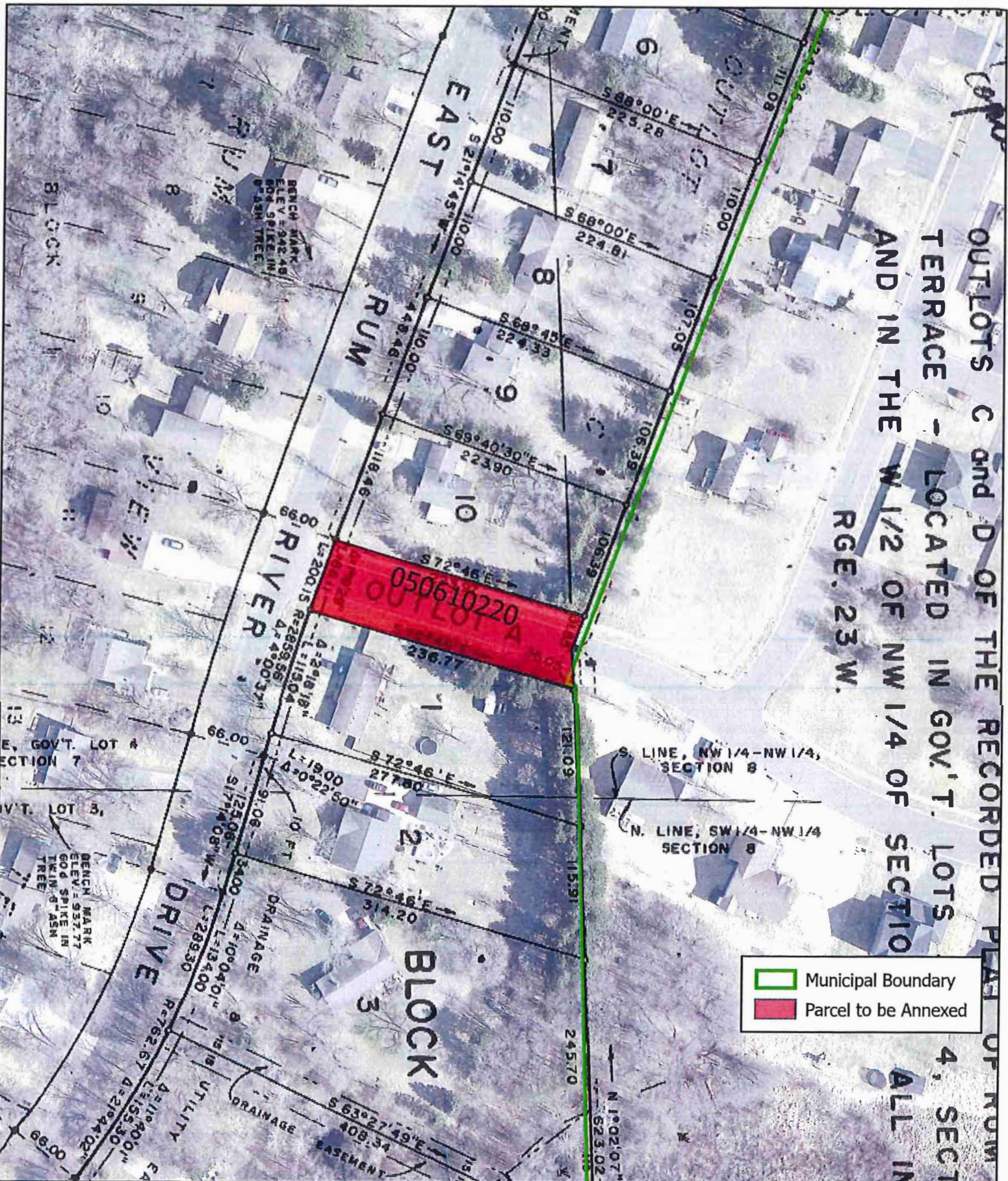
Tiffany Engstrom, Pizza Pub. I did leave a message for Tiffany but have not heard back from her yet. Previously she had some interest in sidewalk dining.

Chin Lee Liu, House of Liu. I spoke with Chin in late April and she indicated she may be interested in sidewalk dining but not positive.

City Center Market. I spoke with John, General Manager, and he indicated they will utilize sidewalk space and some of their parking spaces. We are providing ten orange cones to them to help delineate the dining area.

Request of City Council

1. Permit closure of 2nd Avenue SE between the entrance to the alley and Adams Street South from June 3, 2020 until restaurants are permitted to operate normally by the State of Minnesota or to September 30, 2020 at the latest.
2. Permit the use of the former Ace Tack and former Arlington lot for outside dining if needed. Any restaurant using that space would need to extend their liability insurance to cover that location. *Would the Council want to pay for a tent and picnic tables to put up in these locations?* Todd Schwab can provide you costs if you are interested in this avenue.

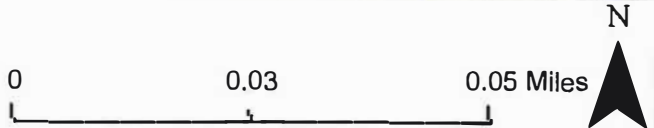


OUTLOTS C AND D OF THE RECORDED PLAT OF
 TERRACE - LOCATED IN GOV'T. LOTS
 AND IN THE W 1/2 OF NW 1/4 OF SECTION
 RGE. 23 W.

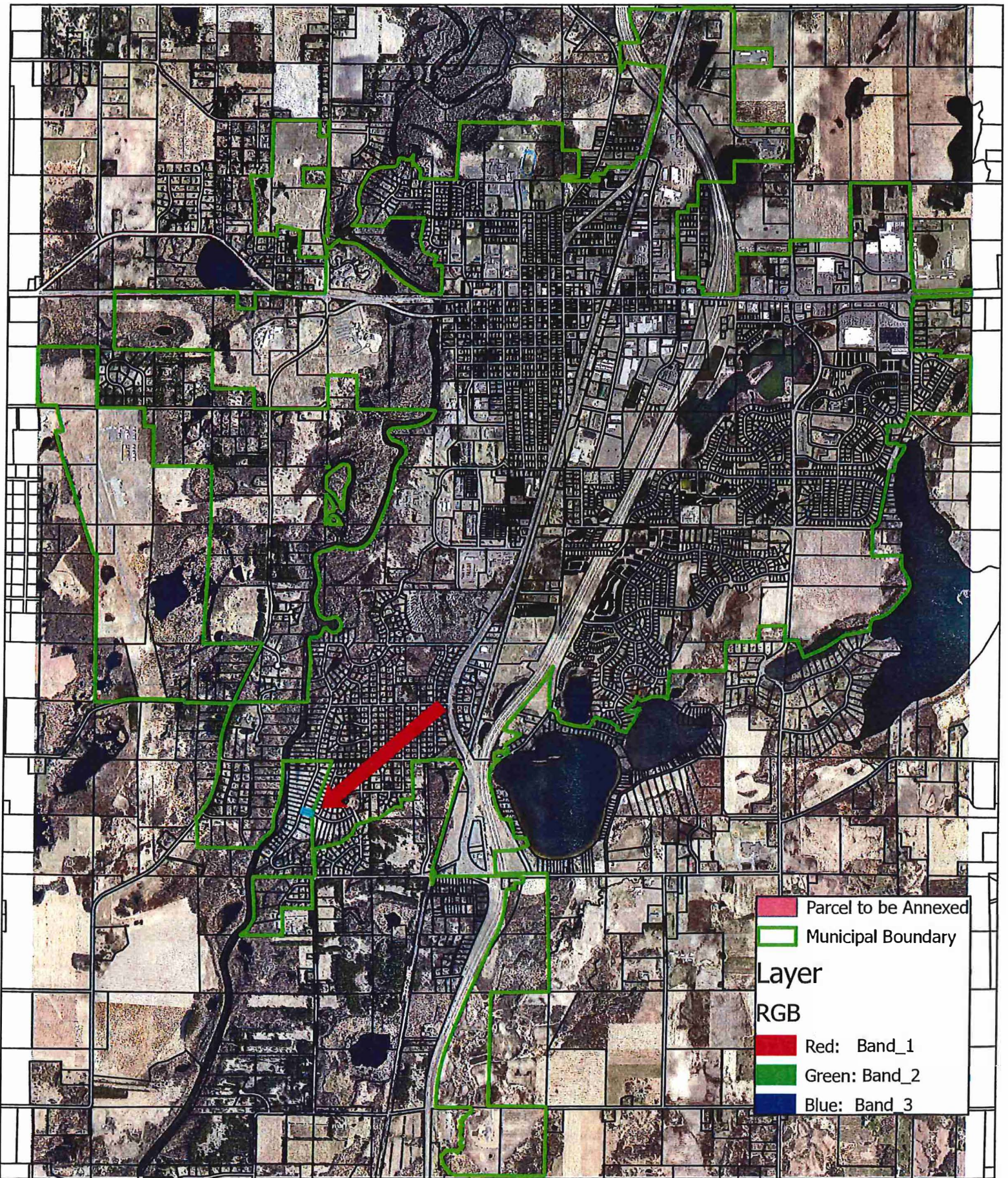
Municipal Boundary
 Parcel to be Annexed

Annexation Parcels

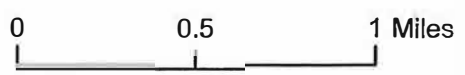
Cambridge, MN
 Isanti County



This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is to be used for reference purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracing, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.



Annexation Parcels
 Cambridge, MN
 Isanti County



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