

Cambridge City Council Meeting Announcement and Agenda

February 7, 2022 5:00 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 |
|-----------------------|--|
| 5:00pm | 1. Call to Order |
| | 2. Pledge of Allegiance |
| 5:01 pm | 3. Approval of Agenda |
| 5:02 pm | 4. Consent Agenda |
| | A. Approval of the regular and summary meeting minutes for January 18, 2022 City Council meeting (p. 3) |
| | B. Draft December 2021 Financial Statements (p. 7) |
| | C. Resolution R22-005 Approve Inter-fund Transfers (p. 77) |
| | D. Approve Temporary Inter-fund Borrowing (p. 79) |
| | E. Resolution R22-006 Amendment of 2022 Tax Levy for Debt Service for Isanti County Auditor-Treasurer (p. 80) |
| | F. Approve Administrative Hearing Officer contract with Mr. Robert Roby. (p. 82) |
| | G. Approve Conditional Offer of Alexis Smith as Assistant City Administrator (p. 84) |
| | H. Approve Conditional Offer of Brenda Berends as Building Official (p. 87) |
| | I. Approve Conditional Offer of Amy Norling as Community Development Specialist (p. 90) |
| | J. Approve Conditional Offer of Jacob Nosbush as City Planner (p. 93) |
| | K. Approve Posting for a Permit Tech Position in Community Development (p. 96) |
| | L. Hanson Silo Material Bulk Storage Quote. (p. 99) |
| | M. Anna Liebel Public Works Winter Seasonal Hire. (p. 104) |
| | N. Approve Hire of Paid on Call Fire Fighters. Adam Freeman, James Pixley, Scott Tucker and Nick Bangasser. (p. 105) |
| | O. Acceptance of the resignation of Carri Levitski (p. 106) |

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| | 5. Work Session |
| 5:05 pm | A. Annual Reports 1. Community Development (p. 108) 2. Police (p. 110) 3. Public Works (p. 114) |
| | 6. Unfinished Business |
| | |
| | 7. New Business |
| | A. Cross-country Ski Trail Agreement (p. 121) |
| | B. Redesignation of the City's Legal Newspaper to the Isanti/Chisago County Star (p. 125) |
| | C. Purchase Agreement with Kwik Trip (p. 132) |
| | D. Resolution R22-007 Supporting Local Decision making with respect to housing, planning, and zoning (p. 147) |
| | 8. Mayor's Report |
| | |
| | 9. Council Concerns |
| | |
| | 10. City Attorney or City Administrator's Report |
| | |
| | 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.

Unless otherwise noted, all meetings are at City Hall in Council Chambers

| Upcoming Meetings and Events | | |
|-------------------------------------|-------------|--|
| Date | Time | Meeting/Event |
| Feb. 8 | 11:30 am | North 65 Chamber of Commerce Board Meeting (TBD) |
| Feb. 8 | 7:00 pm | City of Cambridge Parks, Trails, and Recreation Commission |
| Feb. 11 | 7:30 am | Cambridge College Advisory Committee (TBD) |
| Feb. 14 | 5:00 pm | Community Education Advisory Council (IIS Room 118) |
| Feb. 21 | All Day | Presidents' Day – Offices Closed |
| Feb. 22 | 5:45 pm | EDA Meeting |
| Feb. 22 | 6:00 pm | City Council Meeting |

Cambridge City Council Meeting Minutes Tuesday, January 18, 2022

A regular meeting of the Cambridge City Council was held on Tuesday, January 18, 2022, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Vogel, Police Chief Schuster, Finance Director Moe, Public Works Director Schwab, and Community Development Director Westover.

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 council.

Approval of Agenda

Shogren wished to add item 9A – Digital Signs to Council Concerns. Shogren moved, seconded by Iverson, to approve the amended agenda. Motion carried unanimously.

Consent Agenda

Shogren moved, seconded by Iverson, to approve consent agenda Items A-G:

- A. Approval of the regular and summary meeting minutes for January 3, 2022 City Council meeting
- B. Warrants #121854 - #122039 and ACH/Wire items totaling \$1,358,872.98
- C. Approve Stormwater Management Agreement for Kwik Trip, 4000 Main St. S.
- D. Approve 2022 Streets sewer televising quote from Empire Pipe Services
- E. Resolution R22-004 Approve Inter-fund Transfers
- F. Hire Richard Bolen as a Part Time Clerk at Northbound Liquor
- G. Starry Electric, Inc. Estimate for Sandquist Park Multi-Use Field Lighting

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

Work Session

There were no items under Work Session.

Unfinished Business

There were no items under Unfinished Business.

New Business

Woodhaven Acres 4th Addition

Westover stated the completion of Maple Drive South was included in the final plat for Woodhaven Acres 4th Addition. She said the completion of this street also includes utilities, and will require a Development Contract between the City and the Developer, David Norberg. Westover noted the Development Contract would be a two-step process. First, the Pre-Development Contract #1, which outlines the design and bidding process for improvements needs to be approved. Westover stated the City Engineer has prepared a proposal to complete the final design of the improvements as per code, not to exceed \$16,500. If approved, the City Engineer will complete the design work, bids will be solicited, and then presented to council to award the contract. Second, the Development Contract #2 needs to be approved, and it can be executed once the construction contract is awarded. She said this will cover the costs of construction and will outline other city fees including sewer and water area charges, street lights, and pavement maintenance. Westover noted there is no cost to the city, and the developer will deposit \$21,625 into escrow to cover the proposed estimate. Ziebarth moved, seconded by Shogren, to approve the Pre-Development Contract #1 and authorize the City Administrator and Mayor to sign the document, and to approve the Engineer's estimate from SEH dated December 13, 2021 not to exceed \$16,500. Motion passed unanimously.

Mayor's Report

Godfrey announced the State of the City will be held on Wednesday, February 16th at noon at the First Baptist Church.

Council Concerns

Digital Signs

Shogren brought up a concern from Play Arts Inc. about being able to advertise for their next production on the city's digital signs. He was concerned about the guideline for posting messages for events, and that the events must be "free of cost and open to the general public". Shogren said Play Arts Inc. has many costs that go into each production, and they need to charge a fee for attending the shows to recover those costs. He said their charging of admission doesn't meet the requirement in question. Shogren said they lease space from the city, and thought one of the added benefits of being our tenant might be to allow them to advertise on the digital signs operated by the city. Discussion continued, but council felt they needed more time to get a recommendation from staff about making any changes to the guidelines. Shogren wanted to refrain from voting, but after consulting the City Council Bylaws, he had no bonafide conflict of interest that would prevent him from doing so. Iverson moved, seconded by Conley, to allow Play Arts Inc. to do a one-time advertisement of their upcoming production on February 12th, so as to allow staff additional time to do their due diligence and present back to the council with a recommendation for the digital sign guidelines. Motion passed unanimously.

City Attorney/City Administrator's Report

Vogel informed council the Annual Updates for each department would occur at the February council meetings. He also highlighted the announcement from Allina Health of their plans to build a new facility. Vogel noted they would be conducting interviews this week for the positions of Assistant City Administrator, City Planner, Building Official, and Assistant to the City Administrator. He also stated a new officer would be starting this week, with another one starting in February to meet the needs and goals of the city. He said the stay on the vaccine mandate has made that section of the personnel

policy invalid, but noted there were still masking requirements in place and CDC guidelines for exposure that staff will be following. Lastly, Vogel was excited to be starting a new Snow Emergency program to help notify residents about parking restrictions during snow events to allow for plowing of the streets.

Adjournment of Council Meeting

Being no further business before the City Council, Conley moved, seconded by Iverson, to adjourn the regular meeting at 6:27 pm. Motion carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, 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 Lisa Iverson, Bob Shogren, Kersten Conley, and Mark Ziebarth.

**Regular City Council Meeting
January 18, 2022**

- Called meeting to order at 6:00 pm.
- No one appeared for Citizens Forum.
- Added item 9A, and approved agenda.
- Approved Consent Agenda items A-G.
- Approved Pre-Development and Engineering contracts for Woodhaven Acres 4th Addition.
- Allowed Play Arts Inc. to post message and asked for staff recommendation on digital sign guidelines.
- Vogel noted annual department updates, new Allina Health facility, upcoming interviews and new staff, the stay on vaccine mandates, and new Snow Emergency program.
- Adjourned at 6:27 pm.

Prepared by: Caroline Moe, Director of Finance

Background

Attached for your review are the **Draft** Monthly Financial Reports for the twelve months ended December 30, 2021. Please note, we expect to make additional fund transfers before the 2021 financial statements are finalized. 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:

Amended 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

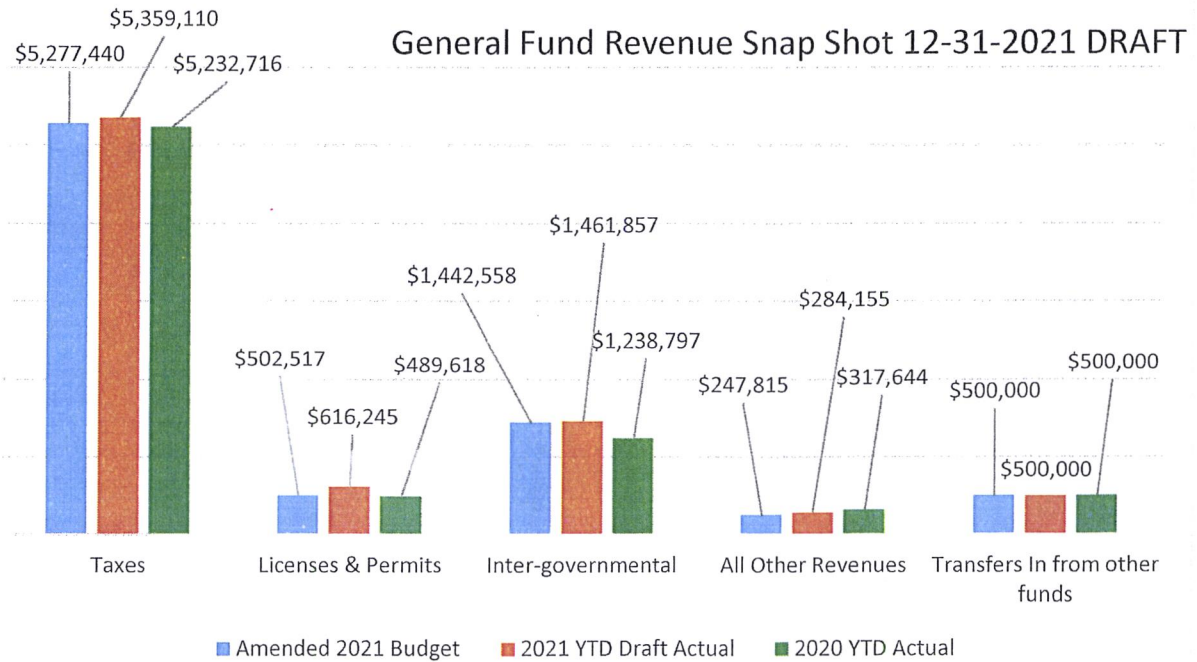
Compatibility with Strategic Goals:

Regular financial reporting to the City Council supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Routine publishing of monthly financial statements provides transparent updates on the City’s financial condition.

Council Action Requested

NONE REQUIRED - For discussion only.

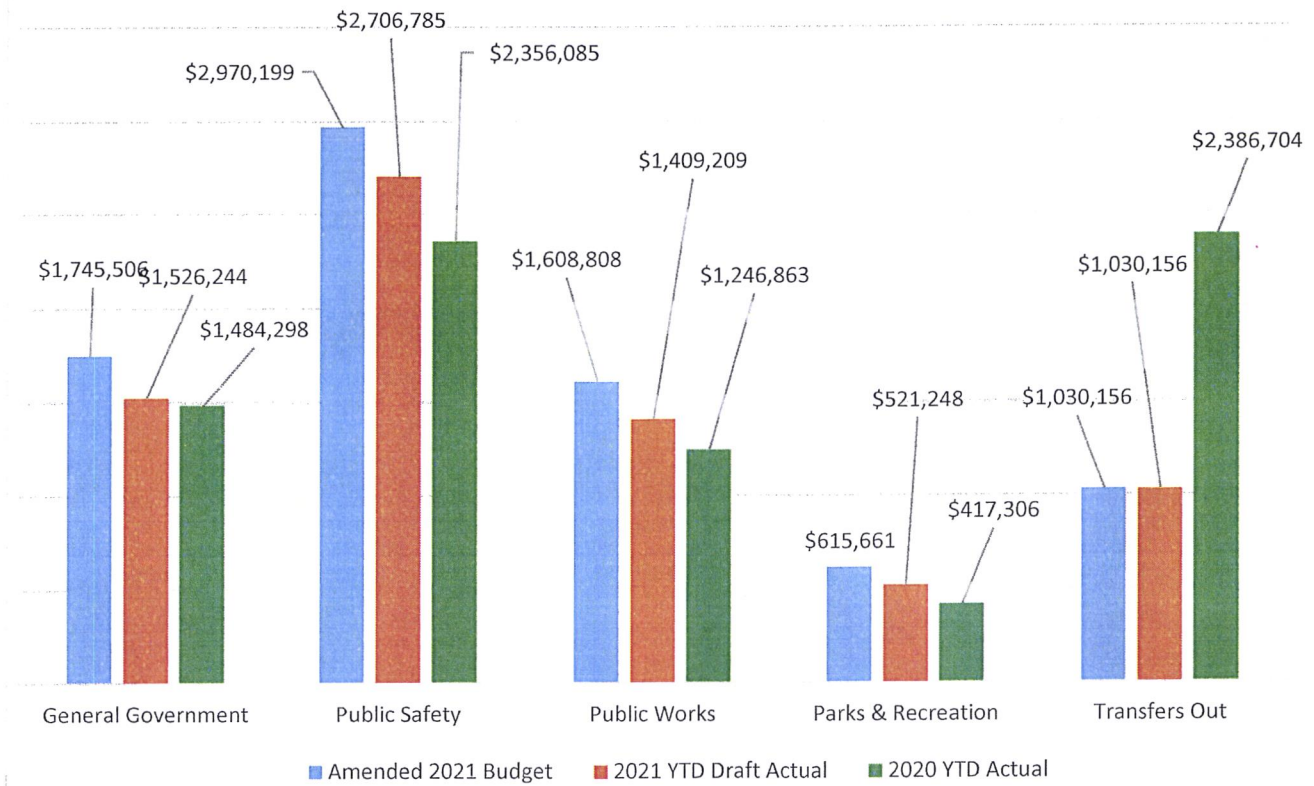
Council Financial Snapshot



Notes—

- Tax revenue is only received in July and December from Isanti County.
- Permit revenue for 2021 appears to be ahead of 2020 and budget. Building permit for new apartment building was pulled in June 2021 and for other structures late in 2021.
- Inter-governmental revenue is primarily received in July, October and December. Inter-governmental is higher in 2021 due to school resource contract. In 2020, due to pandemic, school resource officer contract was temporarily suspended. Also, Local Government Aid in 2021 was higher than 2020.
- Other revenue—on track as expected.
- Transfer amount as expected per budget and long range plan.

General Fund Expenditure Snap Shot 12-31-2021 DRAFT



Notes—

- Amounts under budget in general government, public safety and public works primarily due to staff vacancies.
- Transfers as expected but additional transfers are expected to be approved for 2021.

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

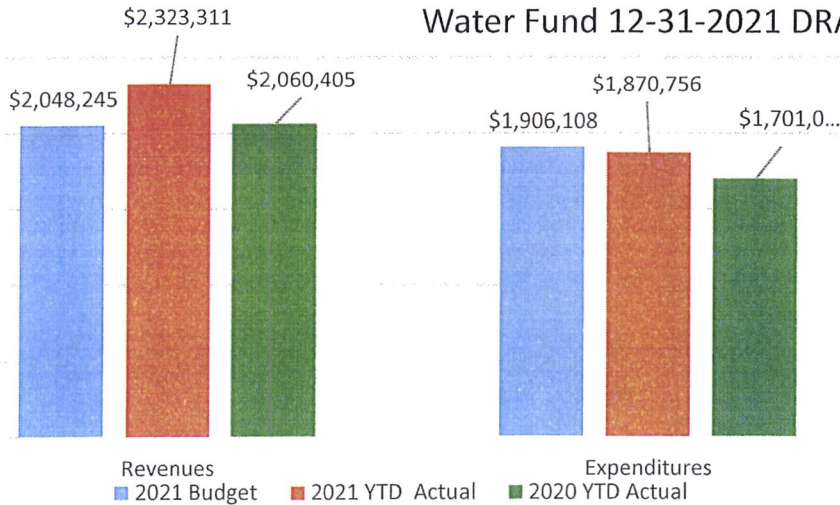
Cambridge maintains fifty-seven miles of streets with six snow plows, two loaders, and two sidewalk machines. The Street Dept plows when two inches or more of snow is received. The Street Dept also sands/salts when conditions are slippery. To report street concerns, call 689-1800.

Behind the numbers—

18

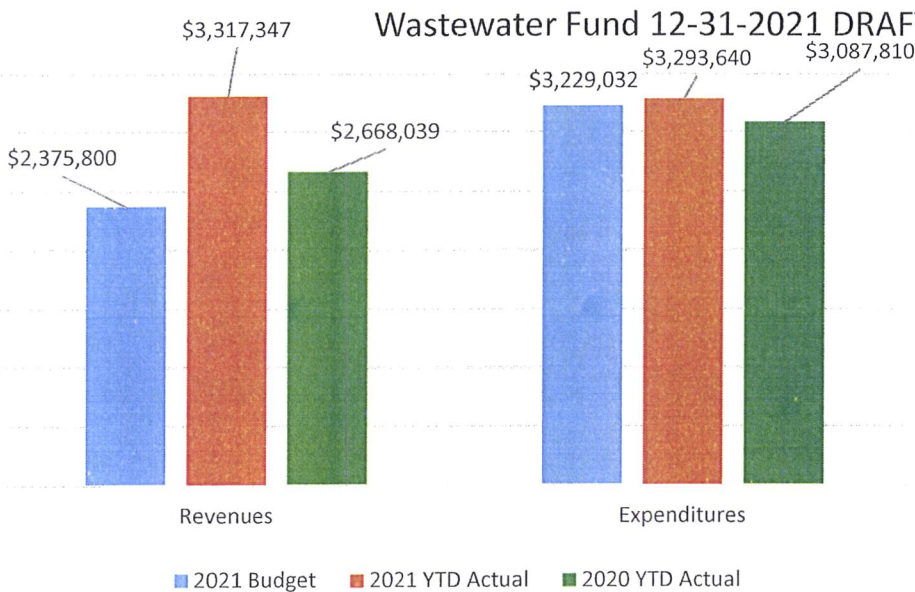
Cambridge has eighteen parks. Park locations and amenities can be found on the City's website at www.ci.cambridge.mn.us

Water Fund 12-31-2021 DRAFT



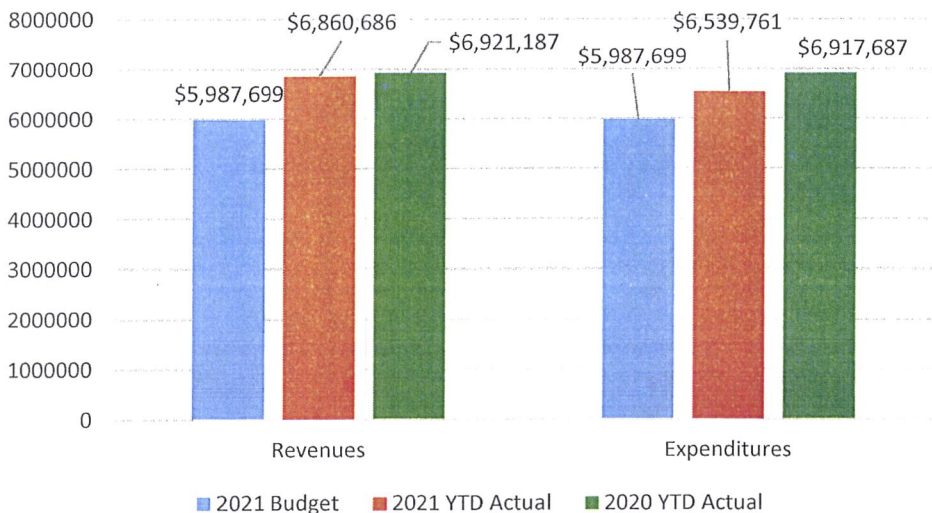
Water Fund Notes—
 Increase in revenue as compared to 2020 is primarily due to additional sales of water on sprinkler accounts due to dry weather conditions. Expenditures for 2021 higher than 2020 due to \$60K of meter purchases done earlier in the year as compared to prior year. Also, \$43K of contractual services done in 2021, not done in 2020 related to GIS and water system resiliency in addition to the demolition of the old water tower.

Wastewater Fund 12-31-2021 DRAFT



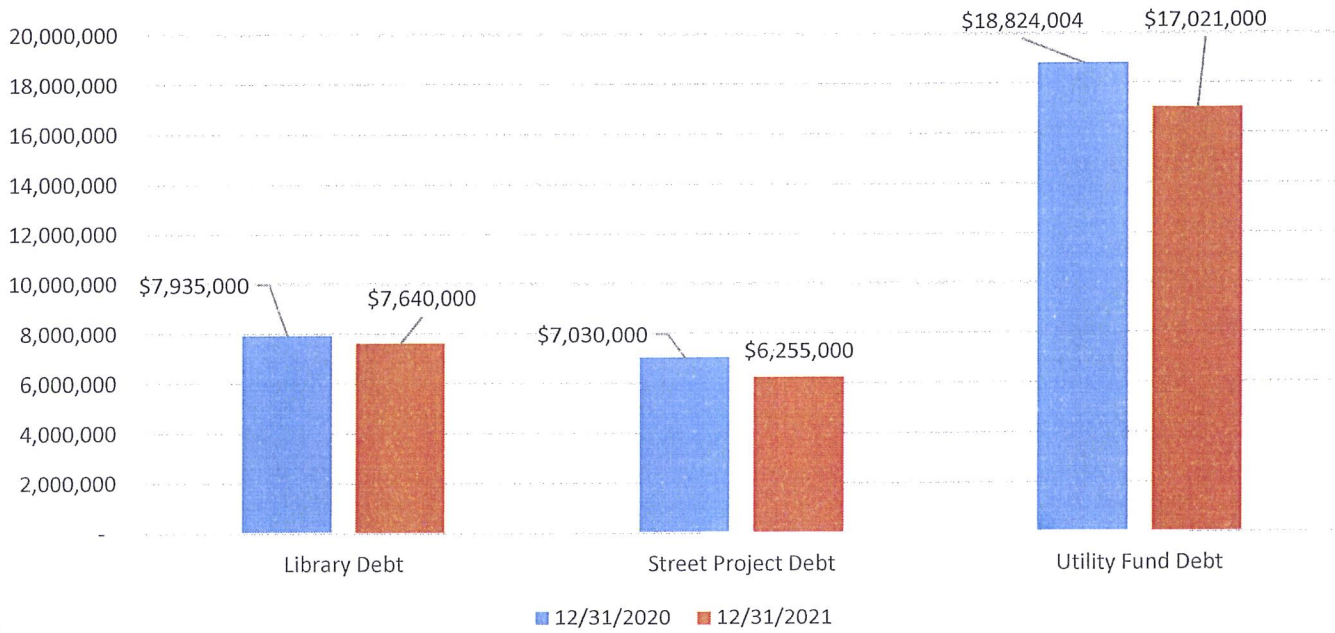
Wastewater Fund Notes—
 Revenue exceeding 2020 due to \$490K more sewer connections charges being collected in 2021 as well as additional volume. Expenses up \$20K due to additional chemical purchases in 2021. Also, more personnel cost was picked up by Wastewater Fund than Water fund as initially planned.

Northbound Liquor 12-31-2021 DRAFT



Northbound Liquor—
 Sales were excellent in 2021, only slightly behind the record setting 2020. Expenditures are lagging behind 2020 as additional transfers out will likely still be approved by Council for 2021.

Outstanding City Debt 12-31-2021



CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

DRAFT

FUND 101 - GENERAL FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|----------------|------------------------|
| REVENUE | | | | | | |
| TAXES | 5,248,323.00 | 5,277,440.00 | 5,359,110.40 | 81,670.40 | 101.55 | 5,232,716.68 |
| LICENSES AND PERMITS | 279,087.00 | 502,517.00 | 616,245.27 | 113,728.27 | 122.63 | 489,617.02 |
| INTERGOVERNMENTAL REVENUES | 1,196,000.00 | 1,442,558.00 | 1,461,856.96 | 19,298.96 | 101.34 | 1,238,797.59 |
| CHARGES FOR SERVICES | 123,875.00 | 133,177.00 | 144,856.83 | 11,679.83 | 108.77 | 133,576.85 |
| FINES AND FORFEITURES | 42,500.00 | 35,710.00 | 33,554.11 | (2,155.89) | 93.96 | 57,024.60 |
| OTHER | 86,043.00 | 78,928.00 | 105,304.38 | 26,376.38 | 133.42 | 127,043.37 |
| MISC REVENUE | .00 | .00 | 439.50 | 439.50 | .00 | .00 |
| OTHER FINANCING SOURCES | 500,000.00 | 500,000.00 | 500,000.00 | .00 | 100.00 | 500,000.00 |
| TOTAL FUND REVENUE | 7,475,828.00 | 7,970,330.00 | 8,221,367.45 | 251,037.45 | 103.15 | 7,778,776.11 |
| EXPENDITURES | | | | | | |
| GENERAL GOVERNMENT | | | | | | |
| MAYOR AND CITY COUNCIL | 61,445.00 | 59,945.00 | 55,249.38 | 4,695.62 | 92.17 | 53,109.71 |
| ADMINISTRATION | 447,408.00 | 458,064.00 | 414,324.55 | 43,739.45 | 90.45 | 288,866.73 |
| ELECTIONS | 750.00 | 750.00 | 2,645.00 | (1,895.00) | 352.67 | 17,642.73 |
| FINANCE/MIS | 359,831.00 | 339,697.00 | 330,070.30 | 9,626.70 | 97.17 | 311,400.87 |
| LEGAL | 113,000.00 | 113,000.00 | 95,833.09 | 17,166.91 | 84.81 | 93,555.98 |
| BUILDING DEPARTMENT | 329,860.00 | 385,612.00 | 280,843.07 | 104,768.93 | 72.83 | 287,325.21 |
| ENGINEERING | 35,000.00 | 52,000.00 | 56,149.99 | (4,149.99) | 107.98 | 40,440.00 |
| PLANNING | 219,380.00 | 184,422.00 | 160,968.26 | 23,453.74 | 87.28 | 254,454.95 |
| NEW CITY HALL BUILDING | 156,144.00 | 152,016.00 | 130,159.86 | 21,856.14 | 85.62 | 137,505.54 |
| TOTAL GENERAL GOVERNMENT | 1,722,818.00 | 1,745,506.00 | 1,526,243.50 | 219,262.50 | 87.44 | 1,484,301.72 |
| PUBLIC SAFETY | | | | | | |
| POLICE DEPARTMENT | 2,463,124.00 | 2,497,532.00 | 2,244,395.14 | 253,136.86 | 89.86 | 2,026,198.82 |
| FIRE DEPARTMENT | 342,687.00 | 462,767.00 | 455,788.15 | 6,978.85 | 98.49 | 320,982.54 |
| EMERGENCY MANAGEMENT | 4,400.00 | 4,900.00 | 1,801.70 | 3,098.30 | 36.77 | 4,103.33 |
| ANIMAL CONTROL | 5,000.00 | 5,000.00 | 4,800.00 | 200.00 | 96.00 | 4,800.00 |
| TOTAL PUBLIC SAFETY | 2,815,211.00 | 2,970,199.00 | 2,706,784.99 | 263,414.01 | 91.13 | 2,356,084.69 |
| STREETS | | | | | | |
| STREETS | 1,535,550.00 | 1,608,808.00 | 1,409,208.65 | 199,599.35 | 87.59 | 1,246,861.82 |
| TOTAL STREETS | 1,535,550.00 | 1,608,808.00 | 1,409,208.65 | 199,599.35 | 87.59 | 1,246,861.82 |
| PARK AND RECREATION | | | | | | |
| PARKS & RECREATION | 464,545.00 | 499,838.00 | 408,573.16 | 91,264.84 | 81.74 | 346,518.75 |
| LIBRARY | 83,100.00 | 115,823.00 | 112,674.83 | 3,148.17 | 97.28 | 70,787.03 |
| TOTAL PARK AND RECREATION | 547,645.00 | 615,661.00 | 521,247.99 | 94,413.01 | 84.66 | 417,305.78 |
| UNALLOCATED EXPENDITURES | | | | | | |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 101 - GENERAL FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|--------------------------------|-------------------|-------------------|--------------|---------------------|----------------|------------------------|
| TRANSFERS OUT | 854,604.00 | 1,030,156.00 | 1,030,156.00 | .00 | 100.00 | 2,386,704.00 |
| TOTAL UNALLOCATED EXPENDITURES | 854,604.00 | 1,030,156.00 | 1,030,156.00 | .00 | 100.00 | 2,386,704.00 |
| TOTAL FUND EXPENDITURES | 7,475,828.00 | 7,970,330.00 | 7,193,641.13 | 776,688.87 | 90.26 | 7,891,258.01 |
| NET REVENUE OVER EXPENDITURES | .00 | .00 | 1,027,726.32 | (1,027,726.32) | | (112,481.90) |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

DRAFT

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 | 5,248,170.00 | 5,318,981.23 | (70,811.23) | 101.35 | 5,197,118.43 |
| 101-31020 TAXES - DELINQUENT | 25,000.00 | 25,124.00 | 33,212.51 | (8,088.51) | 132.19 | 16,226.35 |
| 101-31051 DECERT TIF DISTRICT PROCEE | .00 | .00 | 1,760.82 | (1,760.82) | .00 | .00 |
| 101-31060 PENALTIES AND INTEREST | 1,500.00 | 1,805.00 | 2,733.13 | (928.13) | 151.42 | 700.85 |
| 101-31061 TAX ON FORFEITED PROP PURCHAS | .00 | 2,341.00 | 2,422.71 | (81.71) | 103.49 | 18,671.05 |
| TOTAL TAXES | 5,248,323.00 | 5,277,440.00 | 5,359,110.40 | (81,670.40) | 101.55 | 5,232,716.68 |
| LICENSES AND PERMITS | | | | | | |
| 101-32110 LIQUOR LICENSES | 12,000.00 | 12,000.00 | 17,425.00 | (5,425.00) | 145.21 | 1,200.00 |
| 101-32180 CIGARETTES | 2,600.00 | 2,600.00 | 2,800.00 | (200.00) | 107.69 | 3,000.00 |
| 101-32184 CABLE FRANCHISE FEES | 60,000.00 | 60,000.00 | 63,296.30 | (3,296.30) | 105.49 | 63,487.86 |
| 101-32185 REFUSE HAULER FRANCHISE FEE | 2,550.00 | 2,550.00 | 2,550.00 | .00 | 100.00 | 2,550.00 |
| 101-32199 OTHER BUS LIC & PERMITS | 500.00 | 625.00 | 675.00 | (50.00) | 108.00 | 1,400.00 |
| 101-32218 CITY SHARE ELEC INSPECTIONS | 3,000.00 | 7,770.00 | 10,007.57 | (2,237.57) | 128.80 | 6,595.70 |
| 101-32219 RETAINAGE OF BLDG SURCHARGE | 100.00 | 727.00 | 1,590.60 | (863.60) | 218.79 | 196.47 |
| 101-32220 BUILDING PERMITS | 155,000.00 | 340,000.00 | 401,316.44 | (61,316.44) | 118.03 | 339,884.65 |
| 101-32221 EXCAVATING PERMITS | .00 | 54.00 | 108.00 | (54.00) | 200.00 | 162.00 |
| 101-32222 MECHANICAL PERMITS | 14,100.00 | 25,496.00 | 34,739.60 | (9,243.60) | 136.26 | 23,350.00 |
| 101-32225 INVESTIGATION (PENALTY FEE) | .00 | 2,334.00 | 2,550.00 | (216.00) | 109.25 | 1,400.00 |
| 101-32226 CONTRACTOR LIC VERIFICATIONFEE | 237.00 | 835.00 | 1,055.00 | (220.00) | 126.35 | 785.00 |
| 101-32230 PLUMBING PERMITS | 7,000.00 | 22,369.00 | 32,218.12 | (9,849.12) | 144.03 | 17,387.00 |
| 101-32240 SIGN PERMITS | 1,000.00 | 870.00 | 1,280.00 | (410.00) | 147.13 | 1,040.00 |
| 101-32298 RENTAL REGISTRATION FEE | 14,000.00 | 7,000.00 | 24,685.54 | (17,685.54) | 352.65 | 11,476.70 |
| 101-32299 PLANNING & ZONING FEES | 7,000.00 | 17,287.00 | 19,948.10 | (2,661.10) | 115.39 | 15,701.64 |
| TOTAL LICENSES AND PERMITS | 279,087.00 | 502,517.00 | 616,245.27 | (113,728.27) | 122.63 | 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 | 1,020,839.00 | 1,020,839.00 | .00 | 100.00 | 955,567.00 |
| 101-33404 STATE AID - OTHER | 6,000.00 | 13,070.00 | 13,070.00 | .00 | 100.00 | 9,112.17 |
| 101-33418 MSA - MAINTENANCE | 50,000.00 | 50,000.00 | 50,000.00 | .00 | 100.00 | 50,000.00 |
| 101-33420 FIRE STATE AID (2% INS PREM.) | .00 | 88,928.00 | 88,927.23 | .77 | 100.00 | .00 |
| 101-33421 POLICE STATE AID | 145,000.00 | 149,249.00 | 151,120.68 | (1,871.68) | 101.25 | 150,366.12 |
| 101-33422 SCHOOL DIST COST FOR OFFICER | 60,000.00 | 115,000.00 | 132,427.83 | (17,427.83) | 115.15 | 65,228.99 |
| 101-33610 CTY GRANTS & AIDS FOR HWYS | 5,000.00 | 5,472.00 | 5,472.22 | (.22) | 100.00 | 5,573.31 |
| TOTAL INTERGOVERNMENTAL REVE | 1,196,000.00 | 1,442,558.00 | 1,461,856.96 | (19,298.96) | 101.34 | 1,238,797.59 |

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 101 - GENERAL FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|--|-------------------|-------------------|-------------------|---------------------|----------------|------------------------|
| CHARGES FOR SERVICES | | | | | | |
| 101-34102 FILING FEES | .00 | .00 | .00 | .00 | .00 | 105.25 |
| 101-34105 SALES - MAPS, COPIES, ETC. | 100.00 | 100.00 | 113.00 | (13.00) | 113.00 | 392.00 |
| 101-34110 SOLAR LEASE REVENUE | 7,500.00 | 7,650.00 | 15,453.00 | (7,803.00) | 202.00 | 7,500.00 |
| 101-34201 POLICE DEPARTMENT REPORTS | 500.00 | 500.00 | 523.25 | (23.25) | 104.65 | 540.75 |
| 101-34202 POLICE ADMINISTRATION FEES | 2,500.00 | 2,500.00 | 5,290.00 | (2,790.00) | 211.60 | 2,839.00 |
| 101-34205 PAWN SHOP TRANSACTION REVENUE | 2,000.00 | 2,000.00 | 3,000.00 | (1,000.00) | 150.00 | 2,582.50 |
| 101-34206 FIRE PROT TOWNSHIP CONTRACT | 105,500.00 | 105,580.00 | 105,580.58 | (.58) | 100.00 | 107,426.29 |
| 101-34210 FIRE PROTECTION ADMINISTRATION | 2,775.00 | 2,442.00 | 2,442.00 | .00 | 100.00 | 3,061.70 |
| 101-34925 PARK ACTIVITY FEES | 1,000.00 | 6,995.00 | 7,045.00 | (50.00) | 100.71 | 5,645.00 |
| 101-34930 ART FAIR FEES | .00 | 1,450.00 | 1,450.00 | .00 | 100.00 | 980.00 |
| 101-34951 SALE OF SERVICE AND SUPPLIES | .00 | 620.00 | 620.00 | .00 | 100.00 | 504.36 |
| 101-34958 ICE RINK LEASE REVENUE | 2,000.00 | 3,340.00 | 3,340.00 | .00 | 100.00 | 2,000.00 |
| TOTAL CHARGES FOR SERVICES | 123,875.00 | 133,177.00 | 144,856.83 | (11,679.83) | 108.77 | 133,576.85 |
| FINES AND FORFEITURES | | | | | | |
| 101-35101 COURT FINES | 40,000.00 | 34,000.00 | 33,894.11 | 105.89 | 99.69 | 40,299.96 |
| 101-35102 PARKING FINES | 1,500.00 | 500.00 | 1,100.00 | (600.00) | 220.00 | 460.00 |
| 101-35104 ANIMAL CONTROL FINES | 1,000.00 | 1,210.00 | 1,685.00 | (475.00) | 139.26 | 1,885.00 |
| 101-35105 ADMINISTRATIVE CITATION FINE | .00 | .00 | (3,125.00) | 3,125.00 | .00 | 14,379.64 |
| TOTAL FINES AND FORFEITURES | 42,500.00 | 35,710.00 | 33,554.11 | 2,155.89 | 93.96 | 57,024.60 |
| OTHER | | | | | | |
| 101-36102 SPECIAL ASSESSMENT INTEREST | .00 | 549.00 | 2,373.45 | (1,824.45) | 432.32 | 355.30 |
| 101-36200 MISCELLANEOUS | .00 | .00 | 4.50 | (4.50) | .00 | .00 |
| 101-36210 INTEREST EARNINGS | 20,000.00 | .00 | (9,067.89) | 9,067.89 | .00 | 58,657.17 |
| 101-36220 FACILITY RENTAL | 3,600.00 | 3,600.00 | 5,100.04 | (1,500.04) | 141.67 | 10,628.37 |
| 101-36230 DONATIONS | 2,876.00 | 790.00 | 790.00 | .00 | 100.00 | 6,212.00 |
| 101-36231 LIBRARY LEASE RENT | 59,067.00 | 71,064.00 | 71,067.00 | (3.00) | 100.00 | 39,455.75 |
| 101-36233 OPERATION ROUND UP GRANT | .00 | .00 | 2,500.00 | (2,500.00) | .00 | .00 |
| 101-36234 ARTS GRANT FROM ECRAC | .00 | .00 | 7,250.00 | (7,250.00) | .00 | 6,750.00 |
| 101-36235 LIBRARY ROOM RENTAL | .00 | 425.00 | 600.00 | (175.00) | 141.18 | 80.00 |
| 101-36240 PATRONAGE CAPITAL | 500.00 | .00 | 1,701.61 | (1,701.61) | .00 | 4,351.48 |
| 101-36241 FIRE DEPT PRIVATE GRANTS | .00 | 2,500.00 | 16,700.00 | (14,200.00) | 668.00 | .00 |
| 101-36501 SALE OF PROPERTY | .00 | .00 | 6,285.67 | (6,285.67) | .00 | 553.30 |
| TOTAL OTHER | 86,043.00 | 78,928.00 | 105,304.38 | (26,376.38) | 133.42 | 127,043.37 |

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 101 - GENERAL FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|--------------------------------------|-------------------------|-------------------------|-------------------------|---------------------|----------------|-------------------------|
| <u>MISC REVENUE</u> | | | | | | |
| 101-37200 MISCELLANEOUS | .00 | .00 | 439.50 | (439.50) | .00 | .00 |
| TOTAL MISC REVENUE | .00 | .00 | 439.50 | (439.50) | .00 | .00 |
| <u>OTHER FINANCING SOURCES</u> | | | | | | |
| 101-39203 TRANSFERS FROM OTHER FUNDS | 500,000.00 | 500,000.00 | 500,000.00 | .00 | 100.00 | 500,000.00 |
| TOTAL OTHER FINANCING SOURCES | 500,000.00 | 500,000.00 | 500,000.00 | .00 | 100.00 | 500,000.00 |
| TOTAL FUND REVENUE | <u>7,475,828.00</u> | <u>7,970,330.00</u> | <u>8,221,367.45</u> | | | <u>7,778,776.11</u> |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 29,900.16 | .16 | 100.00 | 29,900.16 |
| 101-41110-122 FICA/MEDICARE (EMPLOYER) | 2,290.00 | 2,290.00 | 2,287.09 | (2.91) | 99.87 | 2,287.09 |
| 101-41110-151 WORKERS' COMPENSATION PREMIU | 155.00 | 155.00 | 103.09 | (51.91) | 66.51 | 98.73 |
| TOTAL PERSONAL SERVICES | 32,345.00 | 32,345.00 | 32,290.34 | (54.66) | 99.83 | 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 | 180.93 | (69.07) | 72.37 | .00 |
| 101-41110-214 EMPLOYEE RECOGNITION | 500.00 | 500.00 | 158.00 | (342.00) | 31.60 | 281.09 |
| TOTAL SUPPLIES | 850.00 | 850.00 | 338.93 | (511.07) | 39.87 | 281.09 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-41110-304 MISC PROFESSIONAL SERVICES | 1,000.00 | 3,000.00 | 900.00 | (2,100.00) | 30.00 | .00 |
| 101-41110-331 TRAVEL/MEALS/LODGING | 2,500.00 | 1,271.00 | 1,117.51 | (153.49) | 87.92 | 147.53 |
| 101-41110-334 MILEAGE REIMBURSEMENT | 150.00 | .00 | .00 | .00 | .00 | .00 |
| 101-41110-340 ADVERTISING | 400.00 | 400.00 | .00 | (400.00) | .00 | .00 |
| 101-41110-360 INSURANCE AND BONDS | 400.00 | 301.00 | 300.60 | (.40) | 99.87 | 358.36 |
| TOTAL OTHER SERVICES AND CHA | 4,450.00 | 4,972.00 | 2,318.11 | (2,653.89) | 46.62 | 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 | 30.00 | 30.00 | .00 | 100.00 | 30.00 |
| 101-41110-440 SCHOOLS AND MEETINGS | 2,800.00 | 274.00 | 274.00 | .00 | 100.00 | .00 |
| 101-41110-441 SISTER CITY ACTIVITIES | 500.00 | 500.00 | 310.00 | (190.00) | 62.00 | 310.00 |
| 101-41110-455 FIREWORKS DISPLAY EXPENSES | 16,000.00 | 16,500.00 | 16,237.50 | (262.50) | 98.41 | 15,300.00 |
| 101-41110-456 ART FESTIVAL | 2,000.00 | 2,000.00 | 1,577.00 | (423.00) | 78.85 | 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 | 1,874.00 | 1,873.50 | (.50) | 99.97 | 3,300.00 |
| TOTAL MISCELLANEOUS | 23,800.00 | 21,778.00 | 20,302.00 | (1,476.00) | 93.22 | 20,036.75 |
| TOTAL MAYOR AND CITY COUNCIL | 61,445.00 | 59,945.00 | 55,249.38 | (4,695.62) | 92.17 | 53,109.71 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 256,042.00 | 233,843.63 (22,198.37) | 91.33 | 142,974.67 |
| 101-41320-103 | PART-TIME - REGULAR | 40,336.00 | 46,000.00 | 40,368.48 (5,631.52) | 87.76 | 36,847.86 |
| 101-41320-105 | TEMP/SEAS EMPLOYEES - OVERTIME | .00 | 60.00 | 55.55 (4.45) | 92.58 | 5.51 |
| 101-41320-121 | PERA (EMPLOYER) | 18,415.00 | 19,000.00 | 17,360.31 (1,639.69) | 91.37 | 13,146.61 |
| 101-41320-122 | FICA/MEDICARE (EMPLOYER) | 18,783.00 | 19,000.00 | 17,588.54 (1,411.46) | 92.57 | 13,117.16 |
| 101-41320-131 | MEDICAL/DENTAL/LIFE (EMPLOYER) | 46,176.00 | 36,000.00 | 33,090.77 (2,909.23) | 91.92 | 19,429.88 |
| 101-41320-132 | ADMIN-LONGEVITY PAY | 1,472.00 | .00 | .00 .00 | .00 | .00 |
| 101-41320-133 | ADMIN--INS DEDUCTIBLE CONTRIB | 3,600.00 | 3,600.00 | 1,247.00 (2,353.00) | 34.64 | 1,200.00 |
| 101-41320-151 | WORKERS' COMPENSATION PREMIU | 1,856.00 | 1,856.00 | 1,168.72 (687.28) | 62.97 | 796.62 |
| 101-41320-153 | CITY WIDE RE-EMPLOY COMPENSATI | 2,500.00 | 1,500.00 | .00 (1,500.00) | .00 | 58.66 |
| 101-41320-154 | HRA/FLEX FEES | 250.00 | 250.00 | 138.80 (111.20) | 55.52 | 78.05 |
| 101-41320-157 | SEVERENCE | 50,850.00 | .00 | .00 .00 | .00 | .00 |
| 101-41320-158 | MOVING EXP REIMB | .00 | 2,000.00 | 543.63 (1,456.37) | 27.18 | .00 |
| | TOTAL PERSONAL SERVICES | 387,958.00 | 385,308.00 | 345,405.43 (39,902.57) | 89.64 | 227,655.02 |
| <i>SUPPLIES</i> | | | | | | |
| 101-41320-201 | OFFICE SUPPLIES - ACCESSORIES | 1,500.00 | 1,500.00 | 1,655.34 155.34 | 110.36 | 1,879.44 |
| 101-41320-202 | DUPLICATING & COPYING SUPPLIES | 2,000.00 | 2,000.00 | 1,161.53 (838.47) | 58.08 | 1,224.73 |
| 101-41320-203 | CITY NEWSLETTER COSTS | 5,500.00 | 2,750.00 | .00 (2,750.00) | .00 | 1,758.00 |
| 101-41320-204 | STATIONARY, FORMS & ENVELOPES | 250.00 | 250.00 | 159.90 (90.10) | 63.96 | 291.00 |
| 101-41320-209 | SOFTWARE UPDATES | 500.00 | 500.00 | 499.50 (.50) | 99.90 | 1,263.63 |
| 101-41320-210 | MISCELLANEOUS OPER SUPPLIES | 500.00 | 500.00 | 344.60 (155.40) | 68.92 | 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 | 3,800.00 | 3,574.54 (225.46) | 94.07 | 3,783.61 |
| | TOTAL SUPPLIES | 13,450.00 | 11,500.00 | 7,395.41 (4,104.59) | 64.31 | 10,536.47 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-41320-304 | MISC PROFESSIONAL SERVICES | 2,000.00 | 3,500.00 | 5,507.26 2,007.26 | 157.35 | 1,788.91 |
| 101-41320-313 | IT MGMT & BACKUP | 3,000.00 | 6,000.00 | 5,546.40 (453.60) | 92.44 | 5,330.40 |
| 101-41320-321 | TELEPHONE/CELLULAR PHONES | .00 | 540.00 | 315.00 (225.00) | 58.33 | .00 |
| 101-41320-322 | POSTAGE | 3,500.00 | 3,500.00 | 3,031.87 (468.13) | 86.62 | 3,510.83 |
| 101-41320-331 | TRAVEL/MEALS/LODGING | 600.00 | 600.00 | 663.46 63.46 | 110.58 | 164.80 |
| 101-41320-334 | MILEAGE REIMBURSEMENT | 300.00 | 300.00 | 48.16 (251.84) | 16.05 | .00 |
| 101-41320-340 | ADVERTISING | 2,000.00 | 1,500.00 | 697.80 (802.20) | 46.52 | 747.80 |
| 101-41320-351 | LEGAL NOTICES/ORD PUBLISHING | 1,200.00 | 1,200.00 | 366.06 (833.94) | 30.51 | 315.20 |
| 101-41320-360 | INSURANCE AND BONDS | 2,250.00 | 2,321.00 | 2,320.91 (.09) | 100.00 | 2,135.86 |
| | TOTAL OTHER SERVICES AND CHA | 14,850.00 | 19,461.00 | 18,496.92 (964.08) | 95.05 | 13,993.80 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 101 - GENERAL FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|--|-------------------|-------------------|-------------------|---------------------|----------------|------------------------|
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-41320-404 REPAIR & MAINT LABOR - VEH/EQ | .00 | 600.00 | 600.00 | .00 | 100.00 | .00 |
| 101-41320-409 MAINT CONTRACTS - OFFICE EQUIP | 16,000.00 | 26,000.00 | 27,559.54 | 1,559.54 | 106.00 | 22,482.68 |
| 101-41320-430 MISCELLANEOUS | 50.00 | 50.00 | 44.95 | (5.05) | 89.90 | 432.27 |
| 101-41320-433 DUES AND SUBSCRIPTIONS | 600.00 | 501.00 | 178.30 | (322.70) | 35.59 | 196.49 |
| 101-41320-437 CITY WIDE DUES & SUBSCRIPTIONS | 14,000.00 | 13,951.00 | 13,951.00 | .00 | 100.00 | 13,345.00 |
| 101-41320-440 SCHOOLS AND MEETINGS | 500.00 | 693.00 | 693.00 | .00 | 100.00 | 225.00 |
| <i>TOTAL MISCELLANEOUS</i> | 31,150.00 | 41,795.00 | 43,026.79 | 1,231.79 | 102.95 | 36,681.44 |
| TOTAL ADMINISTRATION | 447,408.00 | 458,064.00 | 414,324.55 | (43,739.45) | 90.45 | 288,866.73 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 2,645.00 | 1,895.00 | 352.67 | 9,118.94 |
| <i>TOTAL MISCELLANEOUS</i> | 750.00 | 750.00 | 2,645.00 | 1,895.00 | 352.67 | 9,118.94 |
| TOTAL ELECTIONS | 750.00 | 750.00 | 2,645.00 | 1,895.00 | 352.67 | 17,642.73 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 187,406.00 | 188,021.98 | 615.98 | 100.33 | 174,995.37 |
| 101-41500-121 PERA (EMPLOYER) | 14,056.00 | 14,056.00 | 14,602.68 | 546.68 | 103.89 | 13,063.80 |
| 101-41500-122 FICA/MEDICARE (EMPLOYER) | 14,337.00 | 14,337.00 | 14,383.38 | 46.38 | 100.32 | 12,763.41 |
| 101-41500-131 MEDICAL/DENTAL/LIFE (EMPLOYER) | 34,565.00 | 34,565.00 | 33,031.14 | (1,533.86) | 95.56 | 33,345.84 |
| 101-41500-132 FINANCE LONGEVITY PAY | 6,903.00 | .00 | .00 | .00 | .00 | .00 |
| 101-41500-133 FINANCE INS DEDUCTIBLE CONTRIB | 2,400.00 | 2,400.00 | 1,584.97 | (815.03) | 66.04 | 1,665.77 |
| 101-41500-151 WORKERS' COMPENSATION PREMIU | 1,417.00 | 1,417.00 | 865.37 | (551.63) | 61.07 | 781.12 |
| 101-41500-154 HRA/FLEX FEES | 200.00 | 200.00 | 136.80 | (63.20) | 68.40 | 137.35 |
| TOTAL PERSONAL SERVICES | 254,381.00 | 254,381.00 | 252,626.32 | (1,754.68) | 99.31 | 236,752.66 |
| <i>SUPPLIES</i> | | | | | | |
| 101-41500-201 OFFICE SUPPLIES - ACCESSORIES | 1,500.00 | 1,500.00 | 1,353.75 | (146.25) | 90.25 | 1,498.69 |
| 101-41500-204 STATIONARY, FORMS & ENVELOPES | 2,700.00 | 2,700.00 | 2,744.99 | 44.99 | 101.67 | 3,223.35 |
| 101-41500-209 SOFTWARE UPDATES | 1,000.00 | 1,000.00 | 750.00 | (250.00) | 75.00 | 3,162.20 |
| 101-41500-210 MISCELLANEOUS OPER SUPPLIES | 500.00 | 500.00 | 57.98 | (442.02) | 11.60 | 223.00 |
| 101-41500-240 SMALL TOOLS AND MINOR EQUIPME | 1,000.00 | 500.00 | .00 | (500.00) | .00 | .00 |
| TOTAL SUPPLIES | 6,700.00 | 6,200.00 | 4,906.72 | (1,293.28) | 79.14 | 8,107.24 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-41500-301 AUDITING AND ACCOUNTING | 36,000.00 | 35,537.00 | 35,537.00 | .00 | 100.00 | 32,502.00 |
| 101-41500-304 MISC PROFESSIONAL SERVICES | 3,500.00 | 4,500.00 | 4,288.00 | (212.00) | 95.29 | 3,543.00 |
| 101-41500-308 ISANTI CO ASSESSMENT MGMT FEE | 600.00 | 763.00 | 763.00 | .00 | 100.00 | 423.00 |
| 101-41500-309 EDP PROFESSIONAL SERVICES | 30,000.00 | 7,000.00 | 5,477.25 | (1,522.75) | 78.25 | 4,431.25 |
| 101-41500-313 IT MGMT & BACKUP | 3,000.00 | 6,000.00 | 5,546.40 | (453.60) | 92.44 | 5,330.40 |
| 101-41500-321 TELEPHONE/CELLULAR PHONES | .00 | 540.00 | 495.00 | (45.00) | 91.67 | .00 |
| 101-41500-331 TRAVEL/MEALS/LODGING | 500.00 | .00 | .00 | .00 | .00 | 19.00 |
| 101-41500-334 MILEAGE REIMBURSEMENT | 300.00 | 300.00 | 16.80 | (283.20) | 5.60 | .00 |
| 101-41500-351 LEGAL NOTICES/ORD PUBLISHING | 500.00 | 500.00 | 445.37 | (54.63) | 89.07 | 373.00 |
| 101-41500-360 INSURANCE AND BONDS | 2,100.00 | 1,763.00 | 1,762.53 | (.47) | 99.97 | 1,608.13 |
| TOTAL OTHER SERVICES AND CHA | 76,500.00 | 56,903.00 | 54,331.35 | (2,571.65) | 95.48 | 48,229.78 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-41500-409 MAINT CONTRACTS - OFFICE EQUIP | 18,000.00 | 18,000.00 | 15,776.00 | (2,224.00) | 87.64 | 15,776.00 |
| 101-41500-430 MISCELLANEOUS | 250.00 | 250.00 | 107.11 | (142.89) | 42.84 | 4.73 |
| 101-41500-433 DUES AND SUBSCRIPTIONS | 1,700.00 | 1,663.00 | 1,624.80 | (38.20) | 97.70 | 1,624.80 |
| 101-41500-440 SCHOOLS AND MEETINGS | 2,300.00 | 2,300.00 | 698.00 | (1,602.00) | 30.35 | 905.66 |
| TOTAL MISCELLANEOUS | 22,250.00 | 22,213.00 | 18,205.91 | (4,007.09) | 81.96 | 18,311.19 |
| TOTAL FINANCE/MIS | 359,831.00 | 339,697.00 | 330,070.30 | (9,626.70) | 97.17 | 311,400.87 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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> | | | | | | |
| 101-41810-304 | LEGAL FEES | 60,000.00 | 60,000.00 | 51,484.61 (8,515.39) | 85.81 | 42,142.72 |
| 101-41810-305 | PROSECUTION SERVICES | 42,000.00 | 42,000.00 | 40,608.48 (1,391.52) | 96.69 | 40,608.48 |
| 101-41810-307 | TOWNSHIP ANNEXATION PAYMENTS | 11,000.00 | 11,000.00 | 3,740.00 (7,260.00) | 34.00 | 10,804.78 |
| | <i>TOTAL OTHER SERVICES & CHARG</i> | 113,000.00 | 113,000.00 | 95,833.09 (17,166.91) | 84.81 | 93,555.98 |
| | TOTAL LEGAL | 113,000.00 | 113,000.00 | 95,833.09 (17,166.91) | 84.81 | 93,555.98 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 210,595.00 | 186,816.00 | 174,963.10 | (11,852.90) | 93.66 | 182,956.34 |
| 101-41920-102 | .00 | 2,000.00 | 2,742.79 | 742.79 | 137.14 | .00 |
| 101-41920-103 | .00 | .00 | .00 | .00 | .00 | 1,877.04 |
| 101-41920-121 | 16,000.00 | 16,000.00 | 13,183.37 | (2,816.63) | 82.40 | 13,501.82 |
| 101-41920-122 | 16,320.00 | 16,320.00 | 13,771.77 | (2,548.23) | 84.39 | 13,138.73 |
| 101-41920-131 | 51,847.00 | 51,847.00 | 45,605.50 | (6,241.50) | 87.96 | 50,004.84 |
| 101-41920-132 | 2,738.00 | .00 | .00 | .00 | .00 | .00 |
| 101-41920-133 | 3,600.00 | 3,600.00 | 2,181.64 | (1,418.36) | 60.60 | 2,017.42 |
| 101-41920-151 | 1,460.00 | 1,460.00 | 462.05 | (997.95) | 31.65 | 723.48 |
| 101-41920-154 | 250.00 | 250.00 | 242.80 | (7.20) | 97.12 | 206.00 |
| TOTAL PERSONAL SERVICES | 302,810.00 | 278,293.00 | 253,153.02 | (25,139.98) | 90.97 | 264,425.67 |
| <i>SUPPLIES</i> | | | | | | |
| 101-41920-201 | 750.00 | 1,500.00 | 1,421.59 | (78.41) | 94.77 | 810.40 |
| 101-41920-209 | 500.00 | 500.00 | .00 | (500.00) | .00 | .00 |
| 101-41920-210 | 800.00 | 800.00 | .00 | (800.00) | .00 | 203.25 |
| 101-41920-212 | 2,400.00 | 2,400.00 | 1,138.13 | (1,261.87) | 47.42 | 910.83 |
| 101-41920-221 | 800.00 | 800.00 | 83.65 | (716.35) | 10.46 | 263.76 |
| 101-41920-240 | 5,000.00 | 5,000.00 | 2,089.98 | (2,910.02) | 41.80 | 2,118.22 |
| TOTAL SUPPLIES | 10,250.00 | 11,000.00 | 4,733.35 | (6,266.65) | 43.03 | 4,306.46 |
| <i>OTHER CHARGES & SERVICES</i> | | | | | | |
| 101-41920-304 | 300.00 | 300.00 | 134.00 | (166.00) | 44.67 | 2,653.00 |
| 101-41920-305 | .00 | 76,517.00 | 8,051.69 | (68,465.31) | 10.52 | .00 |
| 101-41920-313 | 3,000.00 | 6,000.00 | 5,546.40 | (453.60) | 92.44 | 5,330.40 |
| 101-41920-321 | 2,700.00 | 2,700.00 | 1,566.08 | (1,133.92) | 58.00 | 2,263.14 |
| 101-41920-331 | 300.00 | 300.00 | 12.50 | (287.50) | 4.17 | .00 |
| 101-41920-334 | 500.00 | 500.00 | 439.04 | (60.96) | 87.81 | 266.12 |
| 101-41920-360 | 2,400.00 | 2,332.00 | 2,331.02 | (.98) | 99.96 | 2,217.61 |
| TOTAL OTHER CHARGES & SERVIC | 9,200.00 | 88,649.00 | 18,080.73 | (70,568.27) | 20.40 | 12,730.27 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-41920-404 | 200.00 | 200.00 | .00 | (200.00) | .00 | 78.00 |
| 101-41920-409 | 2,800.00 | 2,870.00 | 2,870.00 | .00 | 100.00 | 2,685.00 |
| 101-41920-430 | 200.00 | 200.00 | 96.58 | (103.42) | 48.29 | .00 |
| 101-41920-432 | 500.00 | 500.00 | 9.15 | (490.85) | 1.83 | 1,349.81 |
| 101-41920-433 | 1,400.00 | 1,400.00 | 480.00 | (920.00) | 34.29 | 395.00 |
| 101-41920-440 | 2,500.00 | 2,500.00 | 1,420.24 | (1,079.76) | 56.81 | 1,355.00 |
| TOTAL MISCELLANEOUS | 7,600.00 | 7,670.00 | 4,875.97 | (2,794.03) | 63.57 | 5,862.81 |
| TOTAL BUILDING DEPARTMENT | 329,860.00 | 385,612.00 | 280,843.07 | (104,768.93) | 72.83 | 287,325.21 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 52,000.00 | 56,149.99 | 4,149.99 | 107.98 | 40,440.00 |
| <i>TOTAL OTHER CHARGES & SERVIC</i> | 35,000.00 | 52,000.00 | 56,149.99 | 4,149.99 | 107.98 | 40,440.00 |
| TOTAL ENGINEERING | 35,000.00 | 52,000.00 | 56,149.99 | 4,149.99 | 107.98 | 40,440.00 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 102,920.00 | 101,314.74 | (1,605.26) | 98.44 | 166,960.72 |
| 101-41935-112 | 2,500.00 | 2,500.00 | 2,030.00 | (470.00) | 81.20 | 2,240.00 |
| 101-41935-121 | 7,719.00 | 7,719.00 | 8,059.80 | 340.80 | 104.42 | 12,447.18 |
| 101-41935-122 | 7,874.00 | 7,874.00 | 8,101.80 | 227.80 | 102.89 | 12,216.57 |
| 101-41935-131 | 17,282.00 | 17,282.00 | 16,515.57 | (766.43) | 95.57 | 33,345.84 |
| 101-41935-132 | 3,600.00 | .00 | .00 | .00 | .00 | .00 |
| 101-41935-133 | 1,200.00 | 1,200.00 | 384.94 | (815.06) | 32.08 | 1,539.89 |
| 101-41935-151 | 805.00 | 805.00 | 700.97 | (104.03) | 87.08 | 678.89 |
| 101-41935-153 | 38,480.00 | .00 | .00 | .00 | .00 | .00 |
| 101-41935-154 | 150.00 | 150.00 | 68.40 | (81.60) | 45.60 | 137.35 |
| TOTAL PERSONAL SERVICES | 178,930.00 | 140,450.00 | 137,176.22 | (3,273.78) | 97.67 | 229,566.44 |
| <i>SUPPLIES</i> | | | | | | |
| 101-41935-201 | 1,500.00 | 1,500.00 | 617.31 | (882.69) | 41.15 | 1,676.03 |
| 101-41935-209 | 2,500.00 | 2,500.00 | 1,635.50 | (864.50) | 65.42 | 1,237.58 |
| 101-41935-210 | 200.00 | 200.00 | .00 | (200.00) | .00 | .00 |
| 101-41935-212 | 300.00 | 300.00 | 60.69 | (239.31) | 20.23 | 93.99 |
| 101-41935-221 | 300.00 | 300.00 | 7.68 | (292.32) | 2.56 | 460.21 |
| 101-41935-240 | 7,000.00 | 7,000.00 | 1,369.50 | (5,630.50) | 19.56 | .00 |
| TOTAL SUPPLIES | 11,800.00 | 11,800.00 | 3,690.68 | (8,109.32) | 31.28 | 3,467.79 |
| <i>OTHER CHARGES & SERVICES</i> | | | | | | |
| 101-41935-301 | 2,500.00 | 2,500.00 | 1,167.22 | (1,332.78) | 46.69 | 2,110.00 |
| 101-41935-304 | 2,000.00 | 2,000.00 | 800.00 | (1,200.00) | 40.00 | .00 |
| 101-41935-313 | 3,000.00 | 6,000.00 | 5,546.40 | (453.60) | 92.44 | 5,330.40 |
| 101-41935-331 | 600.00 | 600.00 | 108.10 | (491.90) | 18.02 | 12.00 |
| 101-41935-334 | 250.00 | 250.00 | .00 | (250.00) | .00 | .00 |
| 101-41935-351 | 800.00 | 800.00 | 261.02 | (538.98) | 32.63 | 158.00 |
| 101-41935-360 | 10,000.00 | 10,522.00 | 10,521.62 | (.38) | 100.00 | 9,393.16 |
| TOTAL OTHER CHARGES & SERVIC | 19,150.00 | 22,672.00 | 18,404.36 | (4,267.64) | 81.18 | 17,003.56 |
| <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) | 58.63 | 2,990.00 |
| 101-41935-430 | 800.00 | 800.00 | (3,188.00) | (3,988.00) | (398.50) | (4,914.64) |
| 101-41935-431 | .00 | .00 | 704.00 | 704.00 | .00 | 4,855.80 |
| 101-41935-433 | 900.00 | 900.00 | 891.00 | (9.00) | 99.00 | 866.00 |
| 101-41935-440 | 1,500.00 | 1,500.00 | 300.00 | (1,200.00) | 20.00 | 620.00 |
| 101-41935-489 | 1,000.00 | 1,000.00 | .00 | (1,000.00) | .00 | .00 |
| TOTAL MISCELLANEOUS | 9,500.00 | 9,500.00 | 1,697.00 | (7,803.00) | 17.86 | 4,417.16 |
| TOTAL PLANNING | 219,380.00 | 184,422.00 | 160,968.26 | (23,453.74) | 87.28 | 254,454.95 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 28,190.00 | 28,284.13 | 94.13 | 100.33 | 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 | 2,196.69 | 7.69 | 100.35 | 2,088.36 |
| 101-41950-122 FICA/MEDICARE (EMPLOYER) | 2,233.00 | 2,233.00 | 2,187.66 | (65.34) | 97.07 | 2,059.37 |
| 101-41950-131 MEDICAL/DENTAL/LIFE | 8,642.00 | 8,642.00 | 8,234.44 | (407.56) | 95.28 | 8,321.28 |
| 101-41950-132 LONGEVITY PAY | 536.00 | .00 | .00 | .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 | 2,015.66 | (74.34) | 96.44 | 1,266.72 |
| 101-41950-154 HRA/FLEX FEES | 100.00 | 100.00 | 34.20 | (65.80) | 34.20 | 34.35 |
| TOTAL PERSONAL SERVICES | 45,044.00 | 45,044.00 | 42,932.78 | (2,111.22) | 95.31 | 41,774.31 |
| <i>SUPPLIES</i> | | | | | | |
| 101-41950-212 GASOLINE/FUEL | 200.00 | 200.00 | 46.49 | (153.51) | 23.25 | 27.48 |
| 101-41950-215 MAINTENANCE SUPPLIES | 9,000.00 | 9,000.00 | 5,493.49 | (3,506.51) | 61.04 | 8,938.05 |
| 101-41950-240 SMALL TOOLS & EQUIPMENT | 1,500.00 | 1,500.00 | 359.16 | (1,140.84) | 23.94 | 2,421.35 |
| TOTAL SUPPLIES | 10,700.00 | 10,700.00 | 5,899.14 | (4,800.86) | 55.13 | 11,386.88 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-41950-321 TELEPHONE/CELLULAR PHONES | 19,000.00 | 19,000.00 | 18,726.46 | (273.54) | 98.56 | 16,243.40 |
| 101-41950-360 INSURANCE AND BONDS | 2,100.00 | 1,972.00 | 1,971.26 | (.74) | 99.96 | 1,918.30 |
| 101-41950-381 ELECTRIC UTILITIES | 12,000.00 | 12,000.00 | 12,220.19 | 220.19 | 101.83 | 11,544.14 |
| 101-41950-382 WATER/WASTEWATER UTILITIES | 4,000.00 | 4,000.00 | 4,386.45 | 386.45 | 109.66 | 3,514.27 |
| 101-41950-383 GAS UTILITIES | 7,000.00 | 7,000.00 | 6,896.39 | (103.61) | 98.52 | 6,161.43 |
| TOTAL OTHER SERVICES AND CHA | 44,100.00 | 43,972.00 | 44,200.75 | 228.75 | 100.52 | 39,381.54 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-41950-401 REPAIRS & MAINT LABOR - BLDGS | 37,000.00 | 35,000.00 | 25,148.90 | (9,851.10) | 71.85 | 31,910.34 |
| 101-41950-409 MAINT CONTRACTS - OFFICE EQUIP | 4,800.00 | 4,800.00 | 4,301.00 | (499.00) | 89.60 | 4,301.00 |
| 101-41950-413 RENTALS - OFFICE EQUIPMENT | 14,000.00 | 12,000.00 | 7,385.19 | (4,614.81) | 61.54 | 8,412.32 |
| 101-41950-430 MISCELLANEOUS | 500.00 | 500.00 | 292.10 | (207.90) | 58.42 | 339.15 |
| TOTAL MISCELLANEOUS | 56,300.00 | 52,300.00 | 37,127.19 | (15,172.81) | 70.99 | 44,962.81 |
| TOTAL NEW CITY HALL BUILDING | 156,144.00 | 152,016.00 | 130,159.86 | (21,856.14) | 85.62 | 137,505.54 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 1,330,776.00 | 1,232,939.29 | (97,836.71) | 92.65 | 1,047,379.18 |
| 101-42100-102 | 73,000.00 | 93,853.00 | 88,182.72 | (5,670.28) | 93.96 | 89,726.91 |
| 101-42100-103 | .00 | .00 | (1,073.65) | (1,073.65) | .00 | 32,847.55 |
| 101-42100-104 | 20,000.00 | 20,000.00 | 10,303.52 | (9,696.48) | 51.52 | 8,522.41 |
| 101-42100-110 | 30,000.00 | 30,000.00 | 21,831.81 | (8,168.19) | 72.77 | 26,809.50 |
| 101-42100-117 | 9,636.00 | 9,636.00 | 8,285.61 | (1,350.39) | 85.99 | 9,681.89 |
| 101-42100-121 | 247,659.00 | 247,659.00 | 234,092.20 | (13,566.80) | 94.52 | 202,560.96 |
| 101-42100-122 | 28,127.00 | 28,127.00 | 26,977.71 | (1,149.29) | 95.91 | 22,731.67 |
| 101-42100-131 | 310,853.00 | 290,000.00 | 271,010.98 | (18,989.02) | 93.45 | 249,656.46 |
| 101-42100-132 | 44,572.00 | .00 | .00 | .00 | .00 | .00 |
| 101-42100-133 | 20,400.00 | 20,400.00 | 10,288.96 | (10,111.04) | 50.44 | 11,369.47 |
| 101-42100-151 | 80,623.00 | 80,623.00 | 49,477.81 | (31,145.19) | 61.37 | 40,386.31 |
| 101-42100-154 | 1,500.00 | 1,500.00 | 1,080.30 | (419.70) | 72.02 | 1,089.20 |
| TOTAL PERSONAL SERVICES | 2,152,574.00 | 2,152,574.00 | 1,953,397.26 | (199,176.74) | 90.75 | 1,742,761.51 |
| <i>SUPPLIES</i> | | | | | | |
| 101-42100-201 | 3,300.00 | 3,300.00 | 900.07 | (2,399.93) | 27.27 | 1,819.19 |
| 101-42100-202 | 1,500.00 | 1,500.00 | 532.76 | (967.24) | 35.52 | 1,050.45 |
| 101-42100-209 | 7,800.00 | 7,800.00 | 1,980.00 | (5,820.00) | 25.38 | 49.99 |
| 101-42100-210 | 5,500.00 | 5,500.00 | 2,465.36 | (3,034.64) | 44.82 | 2,759.09 |
| 101-42100-212 | 40,000.00 | 40,000.00 | 36,350.20 | (3,649.80) | 90.88 | 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 | 3,515.47 | (1,484.53) | 70.31 | 2,119.32 |
| 101-42100-217 | 4,000.00 | 4,000.00 | 3,471.21 | (528.79) | 86.78 | 4,042.08 |
| 101-42100-221 | 18,500.00 | 18,500.00 | 11,640.50 | (6,859.50) | 62.92 | 8,964.13 |
| 101-42100-231 | 21,000.00 | 21,000.00 | 15,422.85 | (5,577.15) | 73.44 | 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 | 20,192.55 | 2,192.55 | 112.18 | 8,263.40 |
| TOTAL SUPPLIES | 131,900.00 | 131,900.00 | 96,470.97 | (35,429.03) | 73.14 | 70,432.41 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-42100-304 | 7,500.00 | 30,000.00 | 30,657.08 | 657.08 | 102.19 | 54,273.60 |
| 101-42100-313 | 20,000.00 | 25,000.00 | 24,953.60 | (46.40) | 99.81 | 23,985.60 |
| 101-42100-321 | 14,500.00 | 14,500.00 | 11,898.64 | (2,601.36) | 82.06 | 12,118.79 |
| 101-42100-322 | 600.00 | 600.00 | 570.41 | (29.59) | 95.07 | 350.75 |
| 101-42100-331 | 3,000.00 | 3,000.00 | 1,412.42 | (1,587.58) | 47.08 | 457.50 |
| 101-42100-334 | 500.00 | 500.00 | .00 | (500.00) | .00 | 256.48 |
| 101-42100-340 | 100.00 | 100.00 | 13.73 | (86.27) | 13.73 | .00 |
| 101-42100-360 | 58,000.00 | 61,908.00 | 61,907.51 | (.49) | 100.00 | 55,184.83 |
| 101-42100-381 | 6,000.00 | 6,000.00 | 6,284.65 | 284.65 | 104.74 | 5,936.98 |
| 101-42100-383 | 4,000.00 | 4,000.00 | 3,396.72 | (603.28) | 84.92 | 3,034.73 |
| TOTAL OTHER SERVICES AND CHA | 114,200.00 | 145,608.00 | 141,094.76 | (4,513.24) | 96.90 | 155,599.26 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 3,897.92 | (6,102.08) | 38.98 | 4,452.17 |
| 101-42100-409 MAINT CONTRACTS - EQUIPMENT | 25,000.00 | 28,000.00 | 25,851.30 | (2,148.70) | 92.33 | 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 | 13,599.93 | 1,599.93 | 113.33 | 11,535.95 |
| 101-42100-440 SCHOOLS AND MEETINGS | 14,000.00 | 14,000.00 | 7,713.00 | (6,287.00) | 55.09 | 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>67,450.00</u> | <u>53,432.15</u> | <u>(14,017.85)</u> | <u>79.22</u> | <u>57,405.64</u> |
| TOTAL POLICE DEPARTMENT | <u><u>2,463,124.00</u></u> | <u><u>2,497,532.00</u></u> | <u><u>2,244,395.14</u></u> | <u><u>(253,136.86)</u></u> | <u><u>89.86</u></u> | <u><u>2,026,198.82</u></u> |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 FULL-TIME EMPLOYEES - REGULAR | 90,459.00 | 91,966.00 | 92,401.86 | 435.86 | 100.47 | 84,707.89 |
| 101-42200-103 PART-TIME EMPLOYEES - REGULAR | 50,000.00 | 50,000.00 | 56,006.00 | 6,006.00 | 112.01 | 45,818.00 |
| 101-42200-121 PERA (EMPLOYER) | 16,278.00 | 16,278.00 | 16,935.48 | 657.48 | 104.04 | 14,974.10 |
| 101-42200-122 FICA/MEDICARE (EMPLOYER) | 5,159.00 | 5,159.00 | 5,622.03 | 463.03 | 108.98 | 4,657.96 |
| 101-42200-131 MEDICAL/DENTAL/LIFE INS | 17,282.00 | 17,282.00 | 16,501.65 | (780.35) | 95.48 | 16,659.00 |
| 101-42200-132 FIRE LONGEVITY PAY | 1,507.00 | .00 | .00 | .00 | .00 | .00 |
| 101-42200-133 DEDUCTIBLE CONTRIBUTION | 1,200.00 | 1,200.00 | 697.50 | (502.50) | 58.13 | 611.69 |
| 101-42200-151 WORKERS' COMPENSATION PREMIU | 39,652.00 | 39,652.00 | 34,140.45 | (5,511.55) | 86.10 | 27,645.23 |
| 101-42200-154 HRA/FLEX FEES | 150.00 | 150.00 | 68.40 | (81.60) | 45.60 | 68.65 |
| TOTAL PERSONAL SERVICES | 221,687.00 | 221,687.00 | 222,373.37 | 686.37 | 100.31 | 195,142.52 |
| <i>SUPPLIES</i> | | | | | | |
| 101-42200-201 OFFICE SUPPLIES - ACCESSORIES | 250.00 | 250.00 | 87.59 | (162.41) | 35.04 | 46.95 |
| 101-42200-204 STATIONARY, FORMS AND ENVELOPE | 100.00 | 100.00 | .00 | (100.00) | .00 | .00 |
| 101-42200-210 MISCELLANEOUS OPER SUPPLIES | 9,500.00 | 9,500.00 | 5,933.86 | (3,566.14) | 62.46 | 6,008.41 |
| 101-42200-212 GASOLINE/FUEL/LUB/ADDITIVES | 6,300.00 | 6,300.00 | 7,606.30 | 1,306.30 | 120.73 | 4,312.33 |
| 101-42200-215 SHOP MAINTENANCE SUPPLIES | 200.00 | 200.00 | 12.88 | (187.12) | 6.44 | .00 |
| 101-42200-221 REPAIR & MAINT SUPP - VEH/EQ | 15,000.00 | 15,000.00 | 25,414.25 | 10,414.25 | 169.43 | 20,436.23 |
| 101-42200-223 REPAIR & MAINT SUPP - BLDGS | 1,500.00 | 2,000.00 | 1,905.94 | (94.06) | 95.30 | 2,629.93 |
| 101-42200-231 UNIFORM ALLOWANCE | 10,000.00 | 10,000.00 | 6,035.07 | (3,964.93) | 60.35 | 15,127.33 |
| 101-42200-240 FIRE DEPT SMALL TOOLS | 7,000.00 | 6,500.00 | 4,754.78 | (1,745.22) | 73.15 | 2,748.23 |
| 101-42200-241 SMALL TOOLS GRANT FUNDED | .00 | .00 | .00 | .00 | .00 | 1,899.82 |
| TOTAL SUPPLIES | 49,850.00 | 49,850.00 | 51,750.67 | 1,900.67 | 103.81 | 53,209.23 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-42200-304 MISC PROFESSIONAL SERVICES | 15,000.00 | 15,000.00 | 14,431.24 | (568.76) | 96.21 | 16,835.72 |
| 101-42200-306 FIRE RELIEF PENSION PASS THRU | .00 | 88,928.00 | 88,927.23 | (.77) | 100.00 | .00 |
| 101-42200-307 CITY FUNDED PENSION CONTRIB | 10,000.00 | 10,000.00 | 10,000.00 | .00 | 100.00 | 10,000.00 |
| 101-42200-313 IT MGMT & BACKUP | 3,000.00 | 6,000.00 | 5,546.40 | (453.60) | 92.44 | 5,330.40 |
| 101-42200-321 TELEPHONE/CELLULAR PHONES | 1,400.00 | 1,400.00 | 900.24 | (499.76) | 64.30 | 1,371.42 |
| 101-42200-331 TRAVEL/MEALS/LODGING | 1,500.00 | 1,500.00 | 63.00 | (1,437.00) | 4.20 | 187.81 |
| 101-42200-334 MILEAGE REIMBURSEMENT | 300.00 | 300.00 | .00 | (300.00) | .00 | .00 |
| 101-42200-340 ADVERTISING | 250.00 | 250.00 | 1,268.00 | 1,018.00 | 507.20 | 764.80 |
| 101-42200-360 INSURANCE AND BONDS | 7,000.00 | 7,009.00 | 7,008.78 | (.22) | 100.00 | 6,338.48 |
| 101-42200-381 ELECTRIC UTILITIES | 17,000.00 | 17,000.00 | 16,954.65 | (45.35) | 99.73 | 16,045.61 |
| 101-42200-382 WATER/WASTEWATER UTILITIES | 500.00 | 500.00 | 447.84 | (52.16) | 89.57 | 427.77 |
| 101-42200-383 GAS UTILITIES | 5,000.00 | 5,000.00 | 3,095.05 | (1,904.95) | 61.90 | 2,646.58 |
| TOTAL OTHER SERVICES AND CHA | 60,950.00 | 152,887.00 | 148,642.43 | (4,244.57) | 97.22 | 59,948.59 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 1,340.00 | (160.00) | 89.33 | .00 |
| 101-42200-404 REPAIR & MAINT LABOR - VEH/EQ | 1,000.00 | 14,000.00 | 14,186.85 | 186.85 | 101.33 | 7,200.55 |
| 101-42200-430 MISCELLANEOUS | .00 | .00 | 419.08 | 419.08 | .00 | .00 |
| 101-42200-433 DUES AND SUBSCRIPTIONS | 1,700.00 | 1,700.00 | 1,735.00 | 35.00 | 102.06 | 1,650.00 |
| 101-42200-440 SCHOOLS AND MEETINGS | 6,000.00 | 6,000.00 | 198.00 | (5,802.00) | 3.30 | 689.90 |
| 101-42200-441 GRANT FUNDED SCHOOLS | .00 | 15,143.00 | 15,142.75 | (.25) | 100.00 | 3,141.75 |
| TOTAL MISCELLANEOUS | 10,200.00 | 38,343.00 | 33,021.68 | (5,321.32) | 86.12 | 12,682.20 |
| TOTAL FIRE DEPARTMENT | 342,687.00 | 462,767.00 | 455,788.15 | (6,978.85) | 98.49 | 320,982.54 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 88.86 | (411.14) | 17.77 | 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 | 88.86 | (2,011.14) | 4.23 | 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 | 280.00 | (220.00) | 56.00 | 151.96 |
| 101-42300-489 OTHER CONTRACTED SERVICES | 1,500.00 | 1,500.00 | 760.00 | (740.00) | 50.67 | 2,468.00 |
| <i>TOTAL MISCELLANEOUS</i> | 2,000.00 | 2,000.00 | 1,040.00 | (960.00) | 52.00 | 2,819.96 |
| <i>FUNCTION 9</i> | | | | | | |
| 101-42300-999 COVID 19 EMERGENCY MANAGEMEN | .00 | 500.00 | 672.84 | 172.84 | 134.57 | 403.62 |
| <i>TOTAL FUNCTION 9</i> | .00 | 500.00 | 672.84 | 172.84 | 134.57 | 403.62 |
| TOTAL EMERGENCY MANAGEMENT | 4,400.00 | 4,900.00 | 1,801.70 | (3,098.30) | 36.77 | 4,103.33 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 4,800.00 | (200.00) | 96.00 | 4,800.00 |
| <i>TOTAL OTHER SERVICES & CHARG</i> | 5,000.00 | 5,000.00 | 4,800.00 | (200.00) | 96.00 | 4,800.00 |
| TOTAL ANIMAL CONTROL | 5,000.00 | 5,000.00 | 4,800.00 | (200.00) | 96.00 | 4,800.00 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 706,973.00 | 681,693.84 | (25,279.16) | 96.42 | 583,268.61 |
| 101-43001-102 FULL-TIME EMPLOYEES - OVERTIME | 5,000.00 | 5,000.00 | 1,885.54 | (3,114.46) | 37.71 | 1,252.39 |
| 101-43001-104 TEMP/SEAS EMPLOYEES REGULAR | 41,536.00 | 41,536.00 | 24,398.43 | (17,137.57) | 58.74 | 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 | 24,686.51 | (21,313.49) | 53.67 | 24,927.40 |
| 101-43001-112 OVERTIME MOSQUITO SPRAYING | 2,000.00 | 1,700.00 | 113.18 | (1,586.82) | 6.66 | 293.50 |
| 101-43001-115 CALL-IN PAY | .00 | 500.00 | 272.76 | (227.24) | 54.55 | 332.51 |
| 101-43001-121 PERA (EMPLOYER) | 55,038.00 | 55,038.00 | 53,504.78 | (1,533.22) | 97.21 | 45,747.30 |
| 101-43001-122 FICA/MEDICARE (EMPLOYER) | 59,316.00 | 59,316.00 | 55,692.11 | (3,623.89) | 93.89 | 46,310.67 |
| 101-43001-123 CENTRAL PENSION FUND CONTRIB | 16,640.00 | 16,640.00 | 17,226.05 | 586.05 | 103.52 | 8,483.17 |
| 101-43001-131 MEDICAL/DENTAL/LIFE (EMPLOYER) | 143,479.00 | 143,479.00 | 139,521.62 | (3,957.38) | 97.24 | 132,062.72 |
| 101-43001-132 STREETS LONGEVITY PAY | 25,600.00 | .00 | .00 | .00 | .00 | .00 |
| 101-43001-133 STREETS INS DEDUCTIBLE CONTRIB | 11,600.00 | 11,600.00 | 2,255.64 | (9,344.36) | 19.45 | 6,386.86 |
| 101-43001-151 WORKERS' COMPENSATION PREMIU | 70,768.00 | 70,768.00 | 39,871.39 | (30,896.61) | 56.34 | 31,492.25 |
| 101-43001-154 HRA/FLEX FEES | 700.00 | 700.00 | 664.24 | (35.76) | 94.89 | 602.81 |
| 101-43001-157 SEVERENCE | 28,140.00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL PERSONAL SERVICES | 1,161,050.00 | 1,161,250.00 | 1,041,786.09 | (119,463.91) | 89.71 | 896,621.25 |
| <i>SUPPLIES</i> | | | | | | |
| 101-43001-201 OFFICE SUPPLIES-ACCESSORIES | 1,500.00 | 1,500.00 | 220.06 | (1,279.94) | 14.67 | 2,002.90 |
| 101-43001-202 DUPLICATING AND COPYING SUPPLI | 200.00 | 200.00 | 54.76 | (145.24) | 27.38 | 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 | 323.50 | (376.50) | 46.21 | 323.50 |
| 101-43001-210 MISCELLANEOUS OPER SUPPLIES | 10,000.00 | 12,500.00 | 14,756.08 | 2,256.08 | 118.05 | 12,505.89 |
| 101-43001-212 GASOLINE/FUEL/LUB/ADDITIVES | 35,000.00 | 40,000.00 | 38,306.66 | (1,693.34) | 95.77 | 24,795.45 |
| 101-43001-215 SHOP MAINTENANCE SUPPLIES | 1,000.00 | 1,000.00 | 942.99 | (57.01) | 94.30 | 1,617.17 |
| 101-43001-219 SNOW REMOVAL MATERIALS | 70,000.00 | 70,000.00 | 58,525.16 | (11,474.84) | 83.61 | 63,048.44 |
| 101-43001-221 REPAIR & MAINT SUPP-VEH/EQ | 60,000.00 | 60,000.00 | 73,313.23 | 13,313.23 | 122.19 | 91,517.58 |
| 101-43001-224 REPAIR & MAINT-INFRASTRUCTURE | 12,000.00 | 12,000.00 | 11,927.58 | (72.42) | 99.40 | 14,211.53 |
| 101-43001-226 SIGNS | 6,000.00 | 7,000.00 | 12,304.28 | 5,304.28 | 175.78 | 5,638.02 |
| 101-43001-240 SMALL TOOLS AND MINOR EQUIP | 10,000.00 | 12,000.00 | 14,068.88 | 2,068.88 | 117.24 | 11,405.12 |
| TOTAL SUPPLIES | 206,600.00 | 217,100.00 | 224,743.18 | 7,643.18 | 103.52 | 227,562.91 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 2,687.89 | (812.11) | 76.80 | 2,830.54 |
| 101-43001-313 IT MGMT & BACKUP | 3,000.00 | 6,000.00 | 5,546.40 | (453.60) | 92.44 | 5,330.40 |
| 101-43001-321 TELEPHONE/CELLULAR PHONES | 8,000.00 | 8,000.00 | 4,754.25 | (3,245.75) | 59.43 | 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 | 56.00 | (344.00) | 14.00 | .00 |
| 101-43001-340 ADVERTISING | 400.00 | 400.00 | 592.35 | 192.35 | 148.09 | 296.60 |
| 101-43001-360 INSURANCE AND BONDS | 18,000.00 | 17,458.00 | 17,457.46 | (.54) | 100.00 | 16,485.38 |
| 101-43001-381 ELECTRIC UTILITIES | 7,500.00 | 7,500.00 | 7,363.99 | (136.01) | 98.19 | 7,046.63 |
| 101-43001-382 WATER/WASTEWATER UTILITIES | 3,000.00 | 3,000.00 | 2,675.41 | (324.59) | 89.18 | 2,706.68 |
| 101-43001-383 GAS UTILITIES | 13,000.00 | 13,000.00 | 11,411.48 | (1,588.52) | 87.78 | 10,934.49 |
| 101-43001-384 REFUSE HAULING | 3,500.00 | 3,500.00 | 2,030.52 | (1,469.48) | 58.01 | 2,375.88 |
| TOTAL OTHER SERVICES AND CHA | 60,800.00 | 63,258.00 | 54,575.75 | (8,682.25) | 86.27 | 52,656.96 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-43001-401 REPAIR & MAINT LABOR-BLDGS | 1,000.00 | 1,000.00 | 531.40 | (468.60) | 53.14 | 805.85 |
| 101-43001-404 REPAIR & MAINT LABOR-VEH/EQ | 5,000.00 | 8,000.00 | 6,356.02 | (1,643.98) | 79.45 | 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 | 28,000.00 | 25,608.46 | (2,391.54) | 91.46 | 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 | 3,200.00 | 3,189.02 | (10.98) | 99.66 | 3,096.14 |
| 101-43001-414 EQUIPMENT RENTAL | 6,000.00 | 6,000.00 | 5,033.00 | (967.00) | 83.88 | 4,250.00 |
| 101-43001-417 RENTALS - UNIFORMS | 8,000.00 | 8,000.00 | 9,033.21 | 1,033.21 | 112.92 | 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 | 888.95 | (111.05) | 88.90 | 777.20 |
| 101-43001-440 SCHOOLS AND MEETINGS | 1,500.00 | 1,500.00 | 609.00 | (891.00) | 40.60 | 690.00 |
| 101-43001-443 CITY GARDEN/FLOWER OPER EXP | 2,000.00 | 2,000.00 | 595.57 | (1,404.43) | 29.78 | 261.47 |
| 101-43001-444 INSECT CONTROL | 7,000.00 | 7,000.00 | 3,248.92 | (3,751.08) | 46.41 | 110.01 |
| 101-43001-445 DISEASED TREE PROGRAM | 15,000.00 | 15,000.00 | 13,349.88 | (1,650.12) | 89.00 | 5,112.85 |
| 101-43001-446 WEED CONTROL | 4,000.00 | 6,000.00 | 6,164.52 | 164.52 | 102.74 | 3,052.89 |
| 101-43001-447 DOWNTOWN DECORATIONS | 10,000.00 | 10,000.00 | 2,394.91 | (7,605.09) | 23.95 | 1,081.10 |
| 101-43001-449 SOD REPLACEMENT PROJECT | 4,000.00 | 4,000.00 | .00 | (4,000.00) | .00 | .00 |
| 101-43001-452 STREET LT REPLMT & SIGNAL PAIN | .00 | 50,000.00 | .00 | (50,000.00) | .00 | .00 |
| 101-43001-489 OTHER CONTRACTED SERVICES | 14,000.00 | 14,000.00 | 11,100.77 | (2,899.23) | 79.29 | 8,077.87 |
| TOTAL MISCELLANEOUS | 107,100.00 | 167,200.00 | 88,103.63 | (79,096.37) | 52.69 | 70,020.70 |
| TOTAL STREETS | 1,535,550.00 | 1,608,808.00 | 1,409,208.65 | (199,599.35) | 87.59 | 1,246,861.82 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 134,357.00 | 109,979.21 | (24,377.79) | 81.86 | 105,593.08 |
| 101-45200-102 FULL-TIME EMPLOYEES - OVERTIME | 2,000.00 | 5,000.00 | 2,637.88 | (2,362.12) | 52.76 | 1,169.62 |
| 101-45200-104 TEMP/SEAS EMPLOYEES - REGULAR | 43,459.00 | 43,459.00 | 21,804.25 | (21,654.75) | 50.17 | 28,504.10 |
| 101-45200-112 PARKS & REC COMM STIPENDS | 3,000.00 | 3,000.00 | 630.00 | (2,370.00) | 21.00 | 455.00 |
| 101-45200-121 PERA (EMPLOYER) | 10,227.00 | 10,227.00 | 8,710.15 | (1,516.85) | 85.17 | 8,034.74 |
| 101-45200-122 FICA/MEDICARE (EMPLOYER) | 13,986.00 | 13,986.00 | 10,417.65 | (3,568.35) | 74.49 | 9,994.43 |
| 101-45200-123 CENTRAL PENSION FUND CONTRIB | 4,160.00 | 4,160.00 | 3,553.07 | (606.93) | 85.41 | 2,328.29 |
| 101-45200-131 MEDICAL/DENTAL/LIFE | 28,696.00 | 28,696.00 | 22,919.71 | (5,776.29) | 79.87 | 22,879.32 |
| 101-45200-132 PARKS LONGEVITY PAY | 3,191.00 | .00 | .00 | .00 | .00 | .00 |
| 101-45200-133 PARKS INSUR DEDUCTIBLE CONTRIB | 2,400.00 | 2,400.00 | 1,641.90 | (758.10) | 68.41 | 1,227.64 |
| 101-45200-151 WORKERS' COMPENSATION PREMIU | 10,460.00 | 10,460.00 | 5,651.78 | (4,808.22) | 54.03 | 5,520.82 |
| 101-45200-154 HRA/FLEX FEES | 200.00 | 200.00 | 114.40 | (85.60) | 57.20 | 115.04 |
| TOTAL PERSONAL SERVICES | 252,945.00 | 255,945.00 | 188,060.00 | (67,885.00) | 73.48 | 185,822.08 |
| <i>SUPPLIES</i> | | | | | | |
| 101-45200-210 MISCELLANEOUS OPER SUPPLIES | 10,000.00 | 10,000.00 | 8,322.68 | (1,677.32) | 83.23 | 4,797.89 |
| 101-45200-212 GASOLINE/FUEL/LUB/ADDITIVES | 7,000.00 | 16,000.00 | 16,510.40 | 510.40 | 103.19 | 9,508.86 |
| 101-45200-221 REPAIR & MAINT SUPP - VEH/EQ | 12,000.00 | 12,000.00 | 7,426.60 | (4,573.40) | 61.89 | 7,096.55 |
| 101-45200-223 REPAIR & MAINT SUPP - BLDG/INF | 15,000.00 | 23,000.00 | 26,057.73 | 3,057.73 | 113.29 | 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 | 8,000.00 | 13,667.20 | 5,667.20 | 170.84 | 2,391.59 |
| TOTAL SUPPLIES | 49,000.00 | 72,000.00 | 71,984.61 | (15.39) | 99.98 | 35,842.13 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-45200-304 PROFESSIONAL SERV-PARK STUDY | 500.00 | 600.00 | 821.21 | 221.21 | 136.87 | 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 | 975.32 | (24.68) | 97.53 | 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 | 20.50 | (179.50) | 10.25 | .00 |
| 101-45200-360 INSURANCE AND BONDS | 28,000.00 | 26,693.00 | 26,692.81 | (.19) | 100.00 | 24,769.11 |
| 101-45200-381 ELECTRIC UTILITIES | 70,000.00 | 70,000.00 | 60,511.83 | (9,488.17) | 86.45 | 51,235.50 |
| 101-45200-382 WATER/WASTEWATER UTILITIES | 7,000.00 | 15,000.00 | 13,842.77 | (1,157.23) | 92.29 | 10,237.18 |
| 101-45200-383 GAS UTILITIES | 2,000.00 | 2,000.00 | 860.09 | (1,139.91) | 43.00 | 605.06 |
| 101-45200-384 REFUSE HAULING | .00 | .00 | 175.60 | 175.60 | .00 | .00 |
| 101-45200-386 EV CHARGING STATION POWER | .00 | 2,500.00 | 1,691.21 | (808.79) | 67.65 | .00 |
| TOTAL OTHER SERVICES AND CHA | 109,400.00 | 118,693.00 | 105,591.34 | (13,101.66) | 88.96 | 88,928.29 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 6,930.15 | 1,930.15 | 138.60 | 4,761.25 |
| 101-45200-415 RENTALS - OTHER EQUIPMENT | 8,000.00 | 8,000.00 | 8,293.22 | 293.22 | 103.67 | 5,757.24 |
| 101-45200-417 RENTALS - UNIFORMS | 700.00 | 700.00 | 892.84 | 192.84 | 127.55 | 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 | 5,553.00 | (9,447.00) | 37.02 | 3,929.53 |
| 101-45200-495 SKI TRAIL MAINTENANCE AGREEMEN | 4,500.00 | 4,500.00 | 3,675.00 | (825.00) | 81.67 | 3,262.00 |
| 101-45200-496 PARKS ARTS & PROGRAMMING | 20,000.00 | 20,000.00 | 17,593.00 | (2,407.00) | 87.97 | 17,183.39 |
| <i>TOTAL MISCELLANEOUS</i> | <u>53,200.00</u> | <u>53,200.00</u> | <u>42,937.21</u> | <u>(10,262.79)</u> | <u>80.71</u> | <u>35,926.25</u> |
| TOTAL PARKS & RECREATION | <u><u>464,545.00</u></u> | <u><u>499,838.00</u></u> | <u><u>408,573.16</u></u> | <u><u>(91,264.84)</u></u> | <u><u>81.74</u></u> | <u><u>346,518.75</u></u> |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

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 | 2,000.00 | 3,490.33 | 1,490.33 | 174.52 | 3.77 |
| 101-45400-223 REPAIR & MAINT SUPP - BLDG/INF | 5,000.00 | 5,000.00 | 2,022.91 | (2,977.09) | 40.46 | 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 | 8,000.00 | 5,513.24 | (2,486.76) | 68.92 | 208.52 |
| <i>OTHER SERVICES AND CHARGES</i> | | | | | | |
| 101-45400-360 INSURANCE AND BONDS | 6,500.00 | 4,423.00 | 4,422.65 | (.35) | 99.99 | 3,081.00 |
| 101-45400-381 ELECTRIC UTILITIES | 28,000.00 | 28,000.00 | 31,586.00 | 3,586.00 | 112.81 | 26,969.96 |
| 101-45400-382 WATER/WASTEWATER UTILITIES | 3,600.00 | 3,600.00 | 2,002.72 | (1,597.28) | 55.63 | 5,314.35 |
| 101-45400-383 GAS UTILITIES | 2,500.00 | 6,500.00 | 5,582.81 | (917.19) | 85.89 | 2,769.17 |
| 101-45400-384 REFUSE HAULING | .00 | 1,800.00 | 1,275.45 | (524.55) | 70.86 | .00 |
| <i>TOTAL OTHER SERVICES AND CHA</i> | 40,600.00 | 44,323.00 | 44,869.63 | 546.63 | 101.23 | 38,134.48 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 101-45400-401 REPAIR & MAINT LABOR - BLDGS | 500.00 | 8,000.00 | 5,913.62 | (2,086.38) | 73.92 | 1,624.28 |
| 101-45400-404 REPAIR & MAINT LABOR-CAMB LIBR | 35,000.00 | 50,000.00 | 44,887.97 | (5,112.03) | 89.78 | 19,265.34 |
| 101-45400-409 MAINT CONTRACTS - BLDG & EQUIP | .00 | 5,000.00 | 4,116.24 | (883.76) | 82.32 | 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 | 7,374.13 | 7,374.13 | .00 | 6,750.00 |
| <i>TOTAL MISCELLANEOUS</i> | 36,000.00 | 63,500.00 | 62,291.96 | (1,208.04) | 98.10 | 32,444.03 |
| TOTAL LIBRARY | 83,100.00 | 115,823.00 | 112,674.83 | (3,148.17) | 97.28 | 70,787.03 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 1,030,156.00 | 1,030,156.00 | .00 | 100.00 | 2,386,704.00 |
| | <i>TOTAL TRANSFERS</i> | 854,604.00 | 1,030,156.00 | 1,030,156.00 | .00 | 100.00 | 2,386,704.00 |
| | TOTAL TRANSFERS OUT | 854,604.00 | 1,030,156.00 | 1,030,156.00 | .00 | 100.00 | 2,386,704.00 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 7,970,330.00 | 7,193,641.13 | | | 7,891,258.01 |
| NET REVENUES OVER EXPENDITURE | .00 | .00 | 1,027,726.32 | | | (112,481.90) |

DRAFT

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

DRAFT

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 | 99,959.29 | (31,959.29) | 147.00 | 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 | 99,959.29 | (31,759.29) | 146.57 | 98,107.59 |
| EXPENDITURES | | | | | | |
| AIRPORT OPERATING | | | | | | |
| AIRPORT OPERATING | 67,000.00 | 67,000.00 | 104,913.73 | (37,913.73) | 156.59 | 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 | 104,913.73 | (36,713.73) | 153.83 | 93,112.22 |
| TOTAL FUND EXPENDITURES | 68,200.00 | 68,200.00 | 104,913.73 | (36,713.73) | 153.83 | 93,112.22 |
| NET REVENUE OVER EXPENDITURES | .00 | .00 | (4,954.44) | 4,954.44 | | 4,995.37 |

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 23,729.42 | (2,729.42) | 113.00 | 25,394.00 |
| 211-34925 AIRPLANE FUEL SALES | 36,000.00 | 36,000.00 | 62,792.57 | (26,792.57) | 174.42 | 51,830.21 |
| TOTAL CHARGES FOR SERVICES | 68,000.00 | 68,000.00 | 99,959.29 | (31,959.29) | 147.00 | 88,817.37 |
| <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 | 99,959.29 | | | 98,107.59 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 18,546.69 | 18,546.69 | .00 | 6,455.32 |
| 211-49000-104 TEMP/SEAS EMPLOYEES - REGULAR | .00 | .00 | 1,152.90 | 1,152.90 | .00 | .00 |
| 211-49000-111 OVERTIME SNOWPLOWING | .00 | .00 | 404.00 | 404.00 | .00 | 663.51 |
| 211-49000-121 PERA (EMPLOYER) | .00 | .00 | 1,531.80 | 1,531.80 | .00 | 423.32 |
| 211-49000-122 FICA/MEDICARE (EMPLOYER) | .00 | .00 | 1,609.56 | 1,609.56 | .00 | 416.75 |
| 211-49000-123 CENTRAL PENSION FUND CONTRIB | .00 | .00 | 121.51 | 121.51 | .00 | 21.54 |
| 211-49000-131 MEDICAL/DENTAL/LIFE | .00 | .00 | 2,553.95 | 2,553.95 | .00 | 687.15 |
| TOTAL PERSONAL SERVICES | .00 | .00 | 25,920.41 | 25,920.41 | .00 | 8,667.59 |
| <i>SUPPLIES</i> | | | | | | |
| 211-49000-210 MISCELLANEOUS OPER SUPPLIES | 1,000.00 | 1,000.00 | 1,395.51 | 395.51 | 139.55 | 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 | 1,277.97 | (3,722.03) | 25.56 | 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 | 194.41 | (305.59) | 38.88 | .00 |
| 211-49000-228 REPAIR & MAINT SUPP - INFRAST | 2,000.00 | 2,000.00 | 377.56 | (1,622.44) | 18.88 | 1,177.63 |
| 211-49000-251 AIRPLANE FUEL COST OF SALES | 34,000.00 | 34,000.00 | 53,566.88 | 19,566.88 | 157.55 | 47,370.13 |
| TOTAL SUPPLIES | 44,100.00 | 44,100.00 | 56,812.33 | 12,712.33 | 128.83 | 50,937.61 |
| <i>OTHER SERVICES & CHARGES</i> | | | | | | |
| 211-49000-321 TELEPHONE/CELLULAR PHONES | 1,500.00 | 1,500.00 | 2,854.93 | 1,354.93 | 190.33 | 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 | 190.78 | 90.78 | 190.78 | .00 |
| 211-49000-360 INSURANCE AND BONDS | 3,500.00 | 3,500.00 | 3,976.27 | 476.27 | 113.61 | 3,647.76 |
| 211-49000-381 ELECTRIC UTILITIES | 6,800.00 | 6,800.00 | 10,281.65 | 3,481.65 | 151.20 | 7,125.81 |
| 211-49000-383 GAS UTILITIES | 1,200.00 | 1,200.00 | 287.41 | (912.59) | 23.95 | 324.75 |
| TOTAL OTHER SERVICES & CHARG | 13,300.00 | 13,300.00 | 17,591.04 | 4,291.04 | 132.26 | 12,567.96 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 211-49000-401 REPAIR & MAINT LABOR - BLDGS | 1,500.00 | 1,500.00 | 100.00 | (1,400.00) | 6.67 | .00 |
| 211-49000-403 REPAIR & MAINT LABOR - INFRAST | 3,000.00 | 3,000.00 | 1,085.00 | (1,915.00) | 36.17 | 1,300.50 |
| 211-49000-404 REPAIR & MAINT LABOR - VEH/EQ | 1,000.00 | 1,000.00 | 210.00 | (790.00) | 21.00 | 450.00 |
| 211-49000-408 MAINT CONTRACTS - MACH/EQUIP | .00 | .00 | 393.75 | 393.75 | .00 | .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 | 1,462.70 | (537.30) | 73.14 | 2,057.81 |
| 211-49000-431 UNCOLLECTIBLE ACCOUNT EXPENS | .00 | .00 | 225.00 | 225.00 | .00 | .00 |
| 211-49000-433 DUES AND SUBSCRIPTIONS | 300.00 | 300.00 | 25.00 | (275.00) | 8.33 | 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 | 400.00 | (100.00) | 80.00 | 440.00 |
| 211-49000-489 OTHER CONTRACTED SERVICES | 1,000.00 | 1,000.00 | 688.50 | (311.50) | 68.85 | 1,207.75 |
| TOTAL MISCELLANEOUS | 9,600.00 | 9,600.00 | 4,589.95 | (5,010.05) | 47.81 | 20,939.06 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 211 - AIRPORT OPERATING FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|-------------------------|-------------------|-------------------|------------|---------------------|----------------|------------------------|
| TOTAL AIRPORT OPERATING | 67,000.00 | 67,000.00 | 104,913.73 | 37,913.73 | 156.59 | 93,112.22 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 12 MONTHS ENDING DECEMBER 31, 2021

FUND 211 - AIRPORT OPERATING FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|--------------------------------------|-------------------|-------------------|--------------------|---------------------|----------------|------------------------|
| TOTAL FUND EXPENDITURES | <u>68,200.00</u> | <u>68,200.00</u> | <u>104,913.73</u> | | | <u>93,112.22</u> |
| NET REVENUES OVER EXPENDITURE | <u>.00</u> | <u>.00</u> | <u>(4,954.44)</u> | | | <u>4,995.37</u> |

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

DRAFT

FUNDS 303-397 - DEBT SERVICE

| | ADOPTED BUDGET | AMENDED BUDGET | UNUSED/ YTD ACTUAL | % OF UNEARNED |
|--|---------------------|---------------------|-----------------------|----------------------|
| <u>PROPERTY TAX</u> | | | | |
| 31010 CURRENT | 233,547.00 | 233,547.00 | 237,272.96 | (3,725.96) |
| 31020 DELINQUENT | .00 | .00 | 2,577.44 | (2,577.44) |
| 31050 TAX INCREMENT | .00 | .00 | 271,670.68 | (271,670.68) |
| | <u>233,547.00</u> | <u>233,547.00</u> | <u>511,521.08</u> | <u>(277,974.08)</u> |
| <u>SPECIAL ASSESSMENTS</u> | | | | |
| 36100 PREPAID | .00 | .00 | 25,534.25 | (25,534.25) |
| 36101/36102 "PRINCIPAL, INT & PENALTIES" | 375,425.00 | 375,425.00 | 358,049.30 | 17,375.70 |
| | <u>375,425.00</u> | <u>375,425.00</u> | <u>383,583.55</u> | <u>(8,158.55)</u> |
| <u>OTHER FINANCING SOURCES</u> | | | | |
| 36210 INTEREST EARNINGS | 1,000.00 | 1,000.00 | .00 | 1,000.00 |
| 31050 BOND PROCEEDS | .00 | .00 | 271,670.68 | (271,670.68) |
| | <u>1,000.00</u> | <u>1,000.00</u> | <u>271,670.68</u> | <u>(270,670.68)</u> |
| <u>TRANSFERS</u> | | | | |
| 39200-39204 GENERAL FUND TRANSFER IN | 828,632.00 | 828,632.00 | 800,000.00 | 28,632.00 |
| | <u>828,632.00</u> | <u>828,632.00</u> | <u>800,000.00</u> | <u>28,632.00</u> |
| TOTAL REVENUE | <u>1,438,604.00</u> | <u>1,438,604.00</u> | <u>1,966,775.31</u> | <u>(528,171.31)</u> |

CITY OF CAMBRIDGE
EXPENSES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUNDS 303-397 - DEBT SERVICE

| | | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET |
|---------------------|-----------------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| DEBT SERVICE | | | | | | |
| 47000601-610 | PRINCIPAL | 1,070,000.00 | 1,070,000.00 | 1,070,000.00 | .00 | |
| 47000611 | INTEREST | 397,608.00 | 397,608.00 | 397,607.21 | (.79) | 100.00 |
| 47000620 | OTHER FEES | 4,000.00 | 4,000.00 | 6,688.70 | 2,688.70 | 167.22 |
| | | <u>1,471,608.00</u> | <u>1,471,608.00</u> | <u>1,474,295.91</u> | <u>2,687.91</u> | <u>100.18</u> |
| | TOTAL EXPENSES | <u>1,471,608.00</u> | <u>1,471,608.00</u> | <u>1,474,295.91</u> | <u>2,687.91</u> | <u>100.18</u> |
| | NET REVENUES | | | | | |
| | OVER(UNDER) EXPENSES | <u>(33,004.00)</u> | <u>(33,004.00)</u> | <u>492,479.40</u> | | |

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

DRAFT

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 | 18,507.00 | 33,177.59 | (14,670.59) | 179.27 |
| 31050 | "TAX INCREMENT" | .00 | .00 | 155,626.44 | (155,626.44) | .00 |
| | | 15,572.00 | 18,507.00 | 188,804.03 | (170,297.03) | 1,020.18 |
| <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 | 116,740.00 | 391,227.16 | (274,487.16) | 335.13 |
| | | 42,184.00 | 155,324.00 | 428,687.16 | (273,363.16) | 276.00 |
| <u>INTERGOVERNMENTAL</u> | | | | | | |
| 33419-33429 | STATE AID | 7,500.00 | 7,500.00 | 634,189.88 | (626,689.88) | 8,455.87 |
| 33160-33169 | FEDERAL AID | 135,000.00 | 135,000.00 | 82,369.00 | 52,631.00 | 61.01 |
| | | 142,500.00 | 142,500.00 | 716,558.88 | (574,058.88) | 502.85 |
| <u>OTHER FINANCING SOURCES</u> | | | | | | |
| 36210 | INTEREST EARNINGS | 3,000.00 | 3,000.00 | (6,568.22) | 9,568.22 | (218.94) |
| 36501 | PROPERTY SALES | .00 | .00 | 574,178.00 | (574,178.00) | .00 |
| 36230 | DONATIONS | 10,000.00 | 10,000.00 | 2,198.36 | 7,801.64 | 21.98 |
| 32299 | UTILITY PERMITS | 500.00 | 2,000.00 | 2,683.50 | (683.50) | 134.18 |
| | | 13,500.00 | 15,000.00 | 572,491.64 | (557,491.64) | 3,816.61 |
| <u>TRANSFERS</u> | | | | | | |
| 39200-39204 | GENERAL FUND TRANSFER IN | 941,662.00 | 897,944.00 | 2,614,309.48 | (1,716,365.48) | 291.14 |
| | | 941,662.00 | 897,944.00 | 2,614,309.48 | (1,716,365.48) | 291.14 |
| | TOTAL REVENUE | 1,155,418.00 | 1,229,275.00 | 4,520,851.19 | (3,291,576.19) | 367.77 |

CITY OF CAMBRIDGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 100,000.00 | .00 | 100.00 |
| 414-48000-303 ENGINEER & ARCHITECT FEE | .00 | .00 | 27,500.00 | 27,500.00 | .00 |
| 414-48000-532 SANDQUIST BB & SOFTBALL 2021 | .00 | .00 | 613,457.21 | 613,457.21 | .00 |
| 415-45200-540 PARKS VEH & EQUIP | 18,000.00 | 18,000.00 | .00 | (18,000.00) | .00 |
| 415-45200-580 PARK IMPROVEMENTS | 10,000.00 | 10,000.00 | 11,708.46 | 1,708.46 | 117.08 |
| 415-45200-591 CITY PARK IMPROVEMENTS | .00 | .00 | 6,769.00 | 6,769.00 | .00 |
| 415-49300-720 TRANSFERS OUT | .00 | .00 | 208,000.00 | 208,000.00 | .00 |
| 417-42100-550 VEHICLES | 100,000.00 | 50,000.00 | 60,615.62 | 10,615.62 | 121.23 |
| 417-42100-551 SQUAD CAMERA | 10,800.00 | 10,800.00 | 5,599.98 | (5,200.02) | 51.85 |
| 417-42100-580 OTHER EQUIPMENT | 30,000.00 | 63,000.00 | 61,598.89 | (1,401.11) | 97.78 |
| 417-42100-590 EMERGENCY OPERATIONS | 3,000.00 | 3,000.00 | 2,997.00 | (3.00) | 99.90 |
| 418-43001-550 PW VEHICLES & EQUIPMENT | 2,000.00 | 114,000.00 | 111,610.00 | (2,390.00) | 97.90 |
| 418-43001-551 EMERGENCY SIGNAL REPLACEMENT | .00 | 30,000.00 | 24,333.92 | (5,666.08) | 81.11 |
| 419-41320-581 CITY HALL BUILDING PROJECT | 620,000.00 | 620,000.00 | 493,396.94 | (126,603.06) | 79.58 |
| 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 | 16,565.67 | 4,065.67 | 132.53 |
| 419-41910-580 ENTRANCE SIGN | 5,000.00 | 5,000.00 | .00 | (5,000.00) | .00 |
| 422-49300-720 TRANSFER OUT | .00 | .00 | 228,801.24 | 228,801.24 | .00 |
| 443-48000-223 STREET CRACK SEALING | 60,000.00 | 60,000.00 | 45,000.00 | (15,000.00) | 75.00 |
| 443-48000-224 STREET SEAL COATING | 130,000.00 | 130,000.00 | 88,568.08 | (41,431.92) | 68.13 |
| 443-48000-226 DOWNTOWN PAVER/TREE REPAIR | .00 | .00 | 61,619.05 | 61,619.05 | .00 |
| 443-48000-303 ENGINEERING FEES | .00 | .00 | 3,247.00 | 3,247.00 | .00 |
| 444-48000-303 ENGINEERING FEES | .00 | .00 | 79,850.00 | 79,850.00 | .00 |
| 444-48000-530 IMPR OTHER THAN BUILDINGS | 150,000.00 | 150,000.00 | 6,293.46 | (143,706.54) | 4.20 |
| 444-48000-534 AIRPORT CREDIT CARD SYSTEM | .00 | .00 | 17,431.27 | 17,431.27 | .00 |
| 480-48000-303 ENGINEERING EXP | .00 | .00 | 15,047.00 | 15,047.00 | .00 |
| 480-48000-304 MISC PROF SERV | .00 | .00 | 1,395.80 | 1,395.80 | .00 |
| 480-48000-530 IMPROVEMENTS | .00 | .00 | 944.54 | 944.54 | .00 |
| 480-49300-720 TRANSFER OUT | .00 | .00 | 534,012.24 | 534,012.24 | .00 |
| 492-48000-303 ENGINEERING EXP | .00 | .00 | 107,771.10 | 107,771.10 | .00 |
| 492-48000-351 LEGAL NOTICE/PUBLISHING | .00 | .00 | 67.66 | 67.66 | .00 |
| TOTAL FUND EXPENDITURES | 1,261,300.00 | 1,386,300.00 | 2,934,201.13 | 1,547,901.13 | 211.66 |
| TOTAL EXPENDITURES | 1,261,300.00 | 1,386,300.00 | 2,934,201.13 | 1,547,901.13 | 211.66 |
| NET REVENUES | | | | | |
| OVER(UNDER) EXPENDITURES | (105,882.00) | (157,025.00) | 1,586,650.06 | | |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | (2,613.08) | 20,613.08 | (14.52) | 52,252.58 |
| OPERATING REVENUE | 1,930,245.00 | 1,930,245.00 | 2,225,924.54 | (295,679.54) | 115.32 | 1,999,284.51 |
| OTHER FINANCING SOURCES | 100,000.00 | 100,000.00 | 100,000.00 | .00 | 100.00 | 100,000.00 |
| TOTAL FUND REVENUE | 2,048,245.00 | 2,048,245.00 | 2,323,311.46 | (275,066.46) | 113.43 | 2,151,537.09 |
| EXPENDITURES | | | | | | |
| WATER FUND EXPENDITURES | | | | | | |
| EXPENSE 400 | 1,906,108.00 | 1,906,108.00 | 1,870,756.95 | 35,351.05 | 98.15 | 1,726,028.96 |
| TOTAL WATER FUND EXPENDITURES | 1,906,108.00 | 1,906,108.00 | 1,870,756.95 | 35,351.05 | 98.15 | 1,726,028.96 |
| TOTAL FUND EXPENDITURES | 1,906,108.00 | 1,906,108.00 | 1,870,756.95 | 35,351.05 | 98.15 | 1,726,028.96 |
| NET REVENUE OVER EXPENDITURES | 142,137.00 | 142,137.00 | 452,554.51 | (310,417.51) | | 425,508.13 |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 4,968.00 | (1,968.00) | 165.60 | 6,685.23 |
| 601-36210 INTEREST EARNINGS | 15,000.00 | 15,000.00 | (7,581.08) | 22,581.08 | (50.54) | 45,567.35 |
| TOTAL SA & INTEREST EARNINGS | 18,000.00 | 18,000.00 | (2,613.08) | 20,613.08 | (14.52) | 52,252.58 |
| <u>OPERATING REVENUE</u> | | | | | | |
| 601-37110 METERED WATER SALES | 1,877,245.00 | 1,877,245.00 | 2,077,266.81 | (200,021.81) | 110.68 | 1,906,168.16 |
| 601-37120 SALES OF METERS & SUPPLIES | 10,000.00 | 10,000.00 | 80,432.00 | (70,432.00) | 804.32 | 35,128.00 |
| 601-37160 PENALTIES ETC. | 18,000.00 | 18,000.00 | 35,902.67 | (17,902.67) | 199.46 | 25,708.16 |
| 601-37165 CERTIFICATION PENALTY | .00 | .00 | 1,500.00 | (1,500.00) | .00 | 1,275.00 |
| 601-37170 OTHER REVENUE | 25,000.00 | 25,000.00 | 30,823.06 | (5,823.06) | 123.29 | 31,005.19 |
| TOTAL OPERATING REVENUE | 1,930,245.00 | 1,930,245.00 | 2,225,924.54 | (295,679.54) | 115.32 | 1,999,284.51 |
| <u>OTHER FINANCING SOURCES</u> | | | | | | |
| 601-39203 TRANSFERS FROM OTHER FUNDS | 100,000.00 | 100,000.00 | 100,000.00 | .00 | 100.00 | 100,000.00 |
| TOTAL OTHER FINANCING SOURCES | 100,000.00 | 100,000.00 | 100,000.00 | .00 | 100.00 | 100,000.00 |
| TOTAL FUND REVENUE | 2,048,245.00 | 2,048,245.00 | 2,323,311.46 | | | 2,151,537.09 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 242,813.76 | (26,164.24) | 90.27 | 243,141.01 |
| 601-49400-102 FULL-TIME EMPLOYEES - OVERTIME | 15,000.00 | 15,000.00 | 5,430.67 | (9,569.33) | 36.20 | 6,417.62 |
| 601-49400-104 TEMP/SEAS EMPLOYEES - REGULAR | 7,788.00 | 7,788.00 | 4,361.28 | (3,426.72) | 56.00 | 6,161.57 |
| 601-49400-110 HOURS WORKED HOLIDAY | 3,000.00 | 3,000.00 | 704.06 | (2,295.94) | 23.47 | 1,788.50 |
| 601-49400-115 CALL-IN PAY | 2,500.00 | 2,500.00 | 1,510.14 | (989.86) | 60.41 | 925.15 |
| 601-49400-116 ON-CALL PAY | 14,000.00 | 14,000.00 | 6,581.20 | (7,418.80) | 47.01 | 7,191.13 |
| 601-49400-121 PERA (EMPLOYER) | 24,371.00 | 24,371.00 | 19,890.78 | (4,480.22) | 81.62 | 18,776.13 |
| 601-49400-122 FICA/MEDICARE (EMPLOYER) | 26,356.00 | 26,356.00 | 20,243.64 | (6,112.36) | 76.81 | 19,739.08 |
| 601-49400-123 CENTRAL PENSION FUND CONTRIB | .00 | .00 | 2,159.99 | 2,159.99 | .00 | 1,320.00 |
| 601-49400-131 MEDICAL/DENTAL/LIFE (EMPLOYER) | 58,965.00 | 58,965.00 | 49,899.64 | (9,065.36) | 84.63 | 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 | 1,807.97 | (2,792.03) | 39.30 | 2,456.90 |
| 601-49400-151 WORKERS' COMPENSATION PREMIU | 11,255.00 | 11,255.00 | 3,991.65 | (7,263.35) | 35.47 | 3,767.07 |
| 601-49400-154 HRA/FLEX FEES | 300.00 | 300.00 | 216.12 | (83.88) | 72.04 | 212.25 |
| <i>TOTAL PERSONAL SERVICES</i> | <u>450,792.00</u> | <u>450,792.00</u> | <u>359,610.90</u> | <u>(91,181.10)</u> | <u>79.77</u> | <u>361,842.81</u> |
| <i>SUPPLIES</i> | | | | | | |
| 601-49400-200 WATER LAB SUPPLIES | 2,000.00 | 2,000.00 | 1,895.93 | (104.07) | 94.80 | 1,422.91 |
| 601-49400-201 OFFICE SUPPLIES - ACCESSORIES | 1,000.00 | 1,000.00 | 902.73 | (97.27) | 90.27 | 610.78 |
| 601-49400-204 STATIONARY, FORMS AND ENVELOPE | 1,000.00 | 1,000.00 | 1,170.64 | 170.64 | 117.06 | 1,107.29 |
| 601-49400-210 MISCELLANEOUS OPER SUPPLIES | 12,000.00 | 12,000.00 | 10,269.28 | (1,730.72) | 85.58 | 9,223.03 |
| 601-49400-212 GASOLINE/FUEL/LUB/ADDITIVES | 7,000.00 | 7,000.00 | 8,678.14 | 1,678.14 | 123.97 | 5,528.98 |
| 601-49400-213 OPER SUPPLIES - PLANT EQUIP | 500.00 | 500.00 | 174.00 | (326.00) | 34.80 | 177.21 |
| 601-49400-216 CHEMICALS & CHEMICAL PRODUCTS | 55,000.00 | 55,000.00 | 45,327.90 | (9,672.10) | 82.41 | 51,316.51 |
| 601-49400-217 TESTING | 2,000.00 | 2,000.00 | 1,801.00 | (199.00) | 90.05 | 1,793.50 |
| 601-49400-221 REPAIR & MAINT SUPP - VEH/EQ | 3,000.00 | 3,000.00 | 2,223.39 | (776.61) | 74.11 | 1,019.79 |
| 601-49400-240 SMALL TOOLS AND MINOR EQUIP | 6,000.00 | 6,000.00 | 2,582.28 | (3,417.72) | 43.04 | 5,421.16 |
| 601-49400-270 METERS AND REPAIRS | 20,000.00 | 20,000.00 | 22,218.80 | 2,218.80 | 111.09 | 7,649.63 |
| <i>TOTAL SUPPLIES</i> | <u>109,500.00</u> | <u>109,500.00</u> | <u>97,244.09</u> | <u>(12,255.91)</u> | <u>88.81</u> | <u>85,270.79</u> |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 32,616.42 | 27,616.42 | 652.33 | 12,893.48 |
| 601-49400-306 GIS PROJECT CONTRACT EXP | 18,000.00 | 18,000.00 | 31,010.00 | 13,010.00 | 172.28 | 16,806.05 |
| 601-49400-310 GOPHER STATE ONE CALL | 1,100.00 | 1,100.00 | 1,028.72 | (71.28) | 93.52 | 1,061.80 |
| 601-49400-313 IT MGMT & BACKUP | 3,800.00 | 3,800.00 | 5,546.40 | 1,746.40 | 145.96 | 5,330.40 |
| 601-49400-321 TELEPHONE/CELLULAR PHONES | 8,000.00 | 8,000.00 | 5,876.09 | (2,123.91) | 73.45 | 5,689.40 |
| 601-49400-322 POSTAGE | 5,000.00 | 5,000.00 | 6,265.60 | 1,265.60 | 125.31 | 6,277.45 |
| 601-49400-331 TRAVEL/MEALS/LODGING | 2,000.00 | 2,000.00 | 52.45 | (1,947.55) | 2.62 | .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 | 911.85 | (288.15) | 75.99 | 1,618.50 |
| 601-49400-351 LEGAL NOTICES/ORD PUBLISHING | 500.00 | 500.00 | 169.13 | (330.87) | 33.83 | 183.00 |
| 601-49400-360 INSURANCE AND BONDS | 16,500.00 | 16,500.00 | 18,625.69 | 2,125.69 | 112.88 | 15,763.43 |
| 601-49400-381 ELECTRIC UTILITIES | 90,000.00 | 90,000.00 | 94,280.54 | 4,280.54 | 104.76 | 100,227.42 |
| 601-49400-382 WATER/WASTEWATER UTILITIES | 1,500.00 | 1,500.00 | 1,141.47 | (358.53) | 76.10 | 1,132.88 |
| 601-49400-383 GAS UTILITIES | 7,000.00 | 7,000.00 | 6,064.72 | (935.28) | 86.64 | 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 | 203,589.08 | 41,589.08 | 125.67 | 171,891.02 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 601-49400-404 REPAIR & MAINT LABOR - VEH/EQ | 1,500.00 | 1,500.00 | 2,281.50 | 781.50 | 152.10 | 3,906.42 |
| 601-49400-406 REPAIR & MAINT - PLANT | 25,000.00 | 25,000.00 | 7,451.11 | (17,548.89) | 29.80 | 11,961.79 |
| 601-49400-407 REPAIRS & MAINTENANCE - HYDR | 10,000.00 | 10,000.00 | 10,764.39 | 764.39 | 107.64 | 17,104.09 |
| 601-49400-408 REPAIR & MAINT - WATER SYSTEM | 10,000.00 | 10,000.00 | 1,884.77 | (8,115.23) | 18.85 | 4,654.68 |
| 601-49400-409 MAINT CONTRACTS - OFFICE EQUIP | 500.00 | 500.00 | 429.00 | (71.00) | 85.80 | 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 | 128,835.78 | 53,835.78 | 171.78 | 73,715.59 |
| 601-49400-420 DEPRECIATION | 810,000.00 | 810,000.00 | 816,870.91 | 6,870.91 | 100.85 | 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 | 7,278.20 | (221.80) | 97.04 | 10,722.64 |
| 601-49400-433 DUES AND SUBSCRIPTIONS | 1,000.00 | 1,000.00 | 1,668.20 | 668.20 | 166.82 | 1,097.20 |
| 601-49400-440 MEETINGS AND SCHOOLS | 3,000.00 | 3,000.00 | 250.00 | (2,750.00) | 8.33 | 1,692.00 |
| 601-49400-441 DNR DEPARTMENT OF HEALTH FEE | 4,000.00 | 4,000.00 | 3,321.39 | (678.61) | 83.03 | .00 |
| 601-49400-489 OTHER CONTRACTED SERVICES | 5,000.00 | 5,000.00 | 9,449.00 | 4,449.00 | 188.98 | 3,457.29 |
| TOTAL MISCELLANEOUS | 968,000.00 | 968,000.00 | 990,484.25 | 22,484.25 | 102.32 | 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 | 51,925.00 | .00 | 100.00 | 41,416.56 |
| 601-49400-620 FISCAL AGENT FEES | 1,600.00 | 1,600.00 | 5,616.25 | 4,016.25 | 351.02 | 1,575.00 |
| 601-49400-621 BOND ISSUE COSTS | .00 | .00 | .00 | .00 | .00 | 5,177.36 |
| 601-49400-634 INTEREST EXP 2014 IMPROV | 10,560.00 | 10,560.00 | 10,559.62 | (.38) | 100.00 | 8,337.31 |
| 601-49400-635 INTEREST EXP 2015 BONDS | 12,768.00 | 12,768.00 | 12,767.11 | (.89) | 99.99 | 9,141.00 |
| 601-49400-636 INTEREST EXP 2016 WATER BONDS | 12,944.00 | 12,944.00 | 12,943.43 | (.57) | 100.00 | 10,125.58 |
| 601-49400-638 INTEREST EXPENSE 2018 BONDS | 14,075.00 | 14,075.00 | 14,075.00 | .00 | 100.00 | 14,110.64 |
| 601-49400-639 INTEREST EXP 2019 BONDS W TOWE | 74,284.00 | 74,284.00 | 74,283.33 | (.67) | 100.00 | 69,693.16 |
| 601-49400-640 INTEREST EXPENSE 2020 IMPROV | 12,660.00 | 12,660.00 | 12,658.89 | (1.11) | 99.99 | 5,760.47 |
| TOTAL DEBT SERVICE | 190,816.00 | 190,816.00 | 194,828.63 | 4,012.63 | 102.10 | 168,020.33 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 25,000.00 | .00 | 100.00 | 25,000.00 |
| <i>TOTAL TRANSFERS</i> | 25,000.00 | 25,000.00 | 25,000.00 | .00 | 100.00 | 25,000.00 |
| TOTAL EXPENSE 400 | 1,906,108.00 | 1,906,108.00 | 1,870,756.95 | (35,351.05) | 98.15 | 1,726,028.96 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 1,870,756.95 | | | 1,726,028.96 |
| NET REVENUES OVER EXPENDITURE | 142,137.00 | 142,137.00 | 452,554.51 | | | 425,508.13 |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | (12,665.63) | 63,465.63 | (24.93) | 68,170.54 |
| OPERATING REVENUE | 2,325,000.00 | 2,325,000.00 | 3,330,012.29 | (1,005,012.29) | 143.23 | 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 | 3,317,346.66 | (941,546.66) | 139.63 | 2,668,039.14 |
| EXPENDITURES | | | | | | |
| WASTEWATER FUND EXPENDITURES EXPENSE 450 | 3,229,032.00 | 3,229,032.00 | 3,293,639.75 | (64,607.75) | 102.00 | 3,087,810.13 |
| TOTAL WASTEWATER FUND EXPENDITURES | 3,229,032.00 | 3,229,032.00 | 3,293,639.75 | (64,607.75) | 102.00 | 3,087,810.13 |
| TOTAL FUND EXPENDITURES | 3,229,032.00 | 3,229,032.00 | 3,293,639.75 | (64,607.75) | 102.00 | 3,087,810.13 |
| NET REVENUE OVER EXPENDITURES | (853,232.00) | (853,232.00) | 23,706.91 | (876,938.91) | | (419,770.99) |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 385.10 | 414.90 | 48.14 | 1,022.78 |
| 602-36210 INTEREST EARNINGS | 50,000.00 | 50,000.00 | (13,050.73) | 63,050.73 | (26.10) | 67,147.76 |
| TOTAL SA & INTEREST EARNINGS | 50,800.00 | 50,800.00 | (12,665.63) | 63,465.63 | (24.93) | 68,170.54 |
| <u>OPERATING REVENUE</u> | | | | | | |
| 602-37210 SEWER CHARGES - CITY | 2,250,000.00 | 2,250,000.00 | 2,540,442.81 | (290,442.81) | 112.91 | 2,299,877.38 |
| 602-37250 SAC CHARGES | 50,000.00 | 50,000.00 | 756,806.90 | (706,806.90) | 1,513.61 | 266,460.95 |
| 602-37260 PENALTIES | 25,000.00 | 25,000.00 | 32,762.58 | (7,762.58) | 131.05 | 23,349.94 |
| TOTAL OPERATING REVENUE | 2,325,000.00 | 2,325,000.00 | 3,330,012.29 | (1,005,012.29) | 143.23 | 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 | 3,317,346.66 | | | 2,668,039.14 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 564,133.71 | 57,825.71 | 111.42 | 480,317.63 |
| 602-49450-102 FULL-TIME EMPLOYEES - OVERTIME | 27,000.00 | 27,000.00 | 25,668.27 | (1,331.73) | 95.07 | 26,669.22 |
| 602-49450-104 TEMP/SEAS EMPLOYEES - REGULAR | 8,307.00 | 8,307.00 | 7,882.68 | (424.32) | 94.89 | 7,857.77 |
| 602-49450-110 HOURS WORKED HOLIDAY | 4,500.00 | 4,500.00 | 4,240.45 | (259.55) | 94.23 | 4,130.85 |
| 602-49450-115 CALL-IN PAY | 3,000.00 | 3,000.00 | 4,686.96 | 1,686.96 | 156.23 | 2,385.97 |
| 602-49450-116 ON-CALL PAY | 25,000.00 | 25,000.00 | 28,147.02 | 3,147.02 | 112.59 | 26,110.61 |
| 602-49450-121 PERA (EMPLOYER) | 43,543.00 | 43,543.00 | 47,915.35 | 4,372.35 | 110.04 | 39,751.33 |
| 602-49450-122 FICA/MEDICARE (EMPLOYER) | 46,547.00 | 46,547.00 | 48,694.67 | 2,147.67 | 104.61 | 39,958.14 |
| 602-49450-123 CENTRAL PENSION FUND CONTRIB | .00 | .00 | 12,922.14 | 12,922.14 | .00 | 7,160.00 |
| 602-49450-131 MEDICAL/DENTAL/LIFE (EMPLOYER) | 116,303.00 | 116,303.00 | 121,370.26 | 5,067.26 | 104.36 | 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 | 3,000.97 | (6,199.03) | 32.62 | 5,000.57 |
| 602-49450-151 WORKERS' COMPENSATION PREMIU | 24,965.00 | 24,965.00 | 18,672.96 | (6,292.04) | 74.80 | 16,061.69 |
| 602-49450-154 HRA/FLEX FEES | 550.00 | 550.00 | 559.64 | 9.64 | 101.75 | 502.45 |
| TOTAL PERSONAL SERVICES | 829,984.00 | 829,984.00 | 887,895.08 | 57,911.08 | 106.98 | 765,826.48 |
| <i>SUPPLIES</i> | | | | | | |
| 602-49450-200 LAB SUPPLIES & REPLACEMENT | 10,000.00 | 10,000.00 | 13,210.00 | 3,210.00 | 132.10 | 10,834.43 |
| 602-49450-201 OFFICE SUPPLIES - ACCESSORIES | 1,500.00 | 1,500.00 | 1,248.75 | (251.25) | 83.25 | 1,138.79 |
| 602-49450-204 STATIONARY, FORMS AND ENVELOPE | 2,000.00 | 2,000.00 | 1,170.63 | (829.37) | 58.53 | 1,107.29 |
| 602-49450-210 MISCELLANEOUS OPER SUPPLIES | 7,500.00 | 7,500.00 | 12,749.58 | 5,249.58 | 169.99 | 6,852.62 |
| 602-49450-212 GASOLINE/FUEL/LUB/ADDITIVES | 8,000.00 | 8,000.00 | 12,263.35 | 4,263.35 | 153.29 | 7,787.27 |
| 602-49450-213 OPER SUPPLIES - PLANT EQUIP | .00 | .00 | 174.00 | 174.00 | .00 | 177.21 |
| 602-49450-216 CHEMICALS & CHEMICAL PRODUCTS | 100,000.00 | 100,000.00 | 118,573.42 | 18,573.42 | 118.57 | 89,142.53 |
| 602-49450-217 TESTING | 9,000.00 | 9,000.00 | 7,989.00 | (1,011.00) | 88.77 | 8,754.00 |
| 602-49450-221 REPAIR & MAINT SUPP - VEH/EQ | 6,000.00 | 6,000.00 | 7,541.12 | 1,541.12 | 125.69 | 7,443.98 |
| 602-49450-240 SMALL TOOLS & MINOR EQUIP | 7,000.00 | 7,000.00 | 8,045.18 | 1,045.18 | 114.93 | 11,202.59 |
| TOTAL SUPPLIES | 151,000.00 | 151,000.00 | 182,965.03 | 31,965.03 | 121.17 | 144,440.71 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 2,804.69 | (2,195.31) | 56.09 | 2,280.01 |
| 602-49450-306 GIS PROJECT CONTRACT EXP | 18,000.00 | 18,000.00 | 31,010.00 | 13,010.00 | 172.28 | 16,806.05 |
| 602-49450-310 GOPHER STATE ONE CALL | 1,100.00 | 1,100.00 | 1,028.73 | (71.27) | 93.52 | 1,061.80 |
| 602-49450-313 IT MGMT & BACKUP | 6,500.00 | 6,500.00 | 5,546.40 | (953.60) | 85.33 | 5,330.40 |
| 602-49450-321 TELEPHONE/CELLULAR PHONES | 5,000.00 | 5,000.00 | 9,494.11 | 4,494.11 | 189.88 | 8,239.33 |
| 602-49450-322 POSTAGE | 5,000.00 | 5,000.00 | 6,377.20 | 1,377.20 | 127.54 | 6,323.25 |
| 602-49450-331 TRAVEL/MEALS/LODGING | 2,500.00 | 2,500.00 | 566.34 | (1,933.66) | 22.65 | 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 | 44,732.38 | 6,732.38 | 117.72 | 39,471.90 |
| 602-49450-381 ELECTRIC UTILITIES | 125,000.00 | 125,000.00 | 131,549.00 | 6,549.00 | 105.24 | 133,644.00 |
| 602-49450-382 WATER/WASTEWATER UTILITIES | 1,800.00 | 1,800.00 | 1,452.03 | (347.97) | 80.67 | 1,415.08 |
| 602-49450-383 GAS UTILITIES | 25,000.00 | 25,000.00 | 26,549.93 | 1,549.93 | 106.20 | 21,335.55 |
| 602-49450-384 REFUSE HAULING | 1,800.00 | 1,800.00 | 3,949.22 | 2,149.22 | 219.40 | 3,435.51 |
| 602-49450-385 POWER - LIFT STATIONS | 18,000.00 | 18,000.00 | 15,421.20 | (2,578.80) | 85.67 | 15,026.00 |
| TOTAL OTHER SERVICES & CHARG | 253,400.00 | 253,400.00 | 280,481.23 | 27,081.23 | 110.69 | 254,793.07 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 602-49450-402 REPAIR & MAINT - SAN SEWER | 12,000.00 | 12,000.00 | 1,667.60 | (10,332.40) | 13.90 | 4,917.25 |
| 602-49450-404 REPAIR & MAINT LABOR - VEH/EQ | 5,000.00 | 5,000.00 | 7,604.39 | 2,604.39 | 152.09 | 11,250.71 |
| 602-49450-406 REPAIR & MAINT - PLANT | 40,000.00 | 40,000.00 | 39,465.87 | (534.13) | 98.66 | 29,713.96 |
| 602-49450-407 REPAIR & MAINT - LIFT STATIONS | 10,000.00 | 10,000.00 | 159.99 | (9,840.01) | 1.60 | 392.51 |
| 602-49450-408 REPAIRS & MAINTENANCE - SEWER | .00 | .00 | 2,261.96 | 2,261.96 | .00 | 2,637.76 |
| 602-49450-409 MAINT CONTRACTS - OFFICE EQUIP | 1,400.00 | 1,400.00 | 1,286.95 | (113.05) | 91.93 | 1,286.95 |
| 602-49450-420 DEPRECIATION | 1,600,000.00 | 1,600,000.00 | 1,582,177.90 | (17,822.10) | 98.89 | 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 | 3,940.40 | (1,059.60) | 78.81 | 3,310.40 |
| 602-49450-440 MEETINGS AND SCHOOLS | 4,000.00 | 4,000.00 | 1,080.96 | (2,919.04) | 27.02 | 2,045.00 |
| 602-49450-441 MPCA FEES | 20,000.00 | 20,000.00 | 8,274.98 | (11,725.02) | 41.37 | 10,964.85 |
| 602-49450-489 OTHER CONTRACTED SERVICES | 110,000.00 | 110,000.00 | 106,917.00 | (3,083.00) | 97.20 | 92,540.11 |
| TOTAL MISCELLANEOUS | 1,808,400.00 | 1,808,400.00 | 1,754,838.00 | (53,562.00) | 97.04 | 1,733,960.88 |
| <i>DEBT SERVICE</i> | | | | | | |
| 602-49450-610 2013 WWTP REHAB INTEREST EXP | 73,729.00 | 73,729.00 | 73,728.75 | (.25) | 100.00 | 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 | 2,414.84 | 1,214.84 | 201.24 | 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 | 4,778.36 | (.64) | 99.99 | 3,762.18 |
| 602-49450-635 INTEREST EXP 2015 BOND EXP | 5,745.00 | 5,745.00 | 5,744.98 | (.02) | 100.00 | 4,113.33 |
| 602-49450-636 INTEREST EXP 2016 SEWER BONDS | 7,885.00 | 7,885.00 | 7,884.41 | (.59) | 99.99 | 6,170.04 |
| 602-49450-638 INTEREST EXPESE 2018 BONDS | 5,000.00 | 5,000.00 | 5,000.00 | .00 | 100.00 | 5,069.10 |
| 602-49450-640 INTEREST EXPENSE 2020 IMP BOND | 12,910.00 | 12,910.00 | 12,909.07 | (.93) | 99.99 | 5,870.53 |
| TOTAL DEBT SERVICE | 111,248.00 | 111,248.00 | 112,460.41 | 1,212.41 | 101.09 | 113,788.99 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 75,000.00 | .00 | 100.00 | 75,000.00 |
| <i>TOTAL TRANSFERS</i> | 75,000.00 | 75,000.00 | 75,000.00 | .00 | 100.00 | 75,000.00 |
| TOTAL EXPENSE 450 | 3,229,032.00 | 3,229,032.00 | 3,293,639.75 | 64,607.75 | 102.00 | 3,087,810.13 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 3,293,639.75 | | | 3,087,810.13 |
| NET REVENUES OVER EXPENDITURE | (853,232.00) | (853,232.00) | 23,706.91 | | | (419,770.99) |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 388,222.43 | (11,448.43) | 103.04 | 371,123.29 |
| TOTAL FUND REVENUE | 380,774.00 | 380,774.00 | 388,222.43 | (7,448.43) | 101.96 | 384,057.02 |
| EXPENDITURES | | | | | | |
| STORM SEWER FUND EXPENDITURES | | | | | | |
| EXPENSE 500 | 547,475.00 | 547,475.00 | 515,003.36 | 32,471.64 | 94.07 | 493,138.69 |
| TOTAL STORM SEWER FUND EXPENDITURE | 547,475.00 | 547,475.00 | 515,003.36 | 32,471.64 | 94.07 | 493,138.69 |
| TOTAL FUND EXPENDITURES | 547,475.00 | 547,475.00 | 515,003.36 | 32,471.64 | 94.07 | 493,138.69 |
| NET REVENUE OVER EXPENDITURES | (166,701.00) | (166,701.00) | (126,780.93) | (39,920.07) | | (109,081.67) |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 381,720.77 | (8,946.77) | 102.40 | 366,560.65 |
| 603-37360 | PENALTIES | 4,000.00 | 4,000.00 | 6,501.66 | (2,501.66) | 162.54 | 4,562.64 |
| | TOTAL OPERATING REVENUES | 376,774.00 | 376,774.00 | 388,222.43 | (11,448.43) | 103.04 | 371,123.29 |
| | TOTAL FUND REVENUE | 380,774.00 | 380,774.00 | 388,222.43 | | | 384,057.02 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 640.00 | (4,360.00) | 12.80 | 640.00 |
| 603-49500-352 GEN INFO & PUBLIC NOTICES | 100.00 | 100.00 | 9.23 | (90.77) | 9.23 | 17.00 |
| <i>TOTAL OTHER SERVICES & CHARG</i> | 5,100.00 | 5,100.00 | 649.23 | (4,450.77) | 12.73 | 657.00 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 603-49500-403 REPAIRS & MAINT - STORM SEWER | 30,000.00 | 30,000.00 | 21,710.30 | (8,289.70) | 72.37 | 14,922.49 |
| 603-49500-420 DEPRECIATION | 445,000.00 | 445,000.00 | 425,851.01 | (19,148.99) | 95.70 | 414,476.01 |
| 603-49500-430 MISCELLANEOUS | 1,000.00 | 1,000.00 | 2,452.57 | 1,452.57 | 245.26 | 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> | 479,000.00 | 479,000.00 | 450,013.88 | (28,986.12) | 93.95 | 431,754.79 |
| <i>DEBT SERVICE</i> | | | | | | |
| 603-49500-617 BOND DISCOUNT | .00 | .00 | .00 | .00 | .00 | 5,395.98 |
| 603-49500-620 FISCAL AGENT FEES | .00 | .00 | 969.07 | 969.07 | .00 | .00 |
| 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 | 5,368.29 | (1.71) | 99.97 | 4,222.46 |
| 603-49500-635 INTEREST EXP 2015 BONDS | 6,476.00 | 6,476.00 | 6,475.39 | (.61) | 99.99 | 4,636.34 |
| 603-49500-636 INTEREST EXP 2016 STORM BONDS | 7,498.00 | 7,498.00 | 7,497.15 | (.85) | 99.99 | 5,867.65 |
| 603-49500-638 INTEREST EXPESE 2018 BONDS | 18,613.00 | 18,613.00 | 18,612.50 | (.50) | 100.00 | 18,631.58 |
| 603-49500-640 INTEREST EXPENSE 2020 IMP BOND | 25,418.00 | 25,418.00 | 25,417.85 | (.15) | 100.00 | 11,561.28 |
| <i>TOTAL DEBT SERVICE</i> | 63,375.00 | 63,375.00 | 64,340.25 | 965.25 | 101.52 | 60,726.90 |
| TOTAL EXPENSE 500 | 547,475.00 | 547,475.00 | 515,003.36 | (32,471.64) | 94.07 | 493,138.69 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 515,003.36 | | | 493,138.69 |
| NET REVENUES OVER EXPENDITURE | (166,701.00) | (166,701.00) | (126,780.93) | | | (109,081.67) |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 238,772.62 | (13,290.62) | 105.89 | 227,434.67 |
| TOTAL FUND REVENUE | 225,482.00 | 225,482.00 | 238,772.62 | (13,290.62) | 105.89 | 228,170.96 |
| EXPENDITURES | | | | | | |
| STREET LIGHT UTILITY EXP EXPENSE 550 | 215,482.00 | 215,482.00 | 251,192.67 | (35,710.67) | 116.57 | 187,299.75 |
| TOTAL STREET LIGHT UTILITY EXP | 215,482.00 | 215,482.00 | 251,192.67 | (35,710.67) | 116.57 | 187,299.75 |
| TOTAL FUND EXPENDITURES | 215,482.00 | 215,482.00 | 251,192.67 | (35,710.67) | 116.57 | 187,299.75 |
| NET REVENUE OVER EXPENDITURES | 10,000.00 | 10,000.00 | (12,420.05) | 22,420.05 | | 40,871.21 |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 4,332.73 | (1,332.73) | 144.42 | 3,120.41 |
| 604-37410 STREET LIGHT UTILITY FEES | 222,482.00 | 222,482.00 | 234,439.89 | (11,957.89) | 105.37 | 224,314.26 |
| TOTAL OPERATING REVENUES | 225,482.00 | 225,482.00 | 238,772.62 | (13,290.62) | 105.89 | 227,434.67 |
| TOTAL FUND REVENUE | 225,482.00 | 225,482.00 | 238,772.62 | | | 228,170.96 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 175,002.21 | (4,997.79) | 97.22 | 187,126.66 |
| <i>TOTAL OTHER SERVICES & CHARG</i> | 180,000.00 | 180,000.00 | 175,002.21 | (4,997.79) | 97.22 | 187,126.66 |
| <i>MISCELLANEOUS</i> | | | | | | |
| 604-49550-402 STREET LIGHT AND SIGNAL REPAIR | 35,482.00 | 35,482.00 | 76,190.46 | 40,708.46 | 214.73 | 20,173.09 |
| <i>TOTAL MISCELLANEOUS</i> | 35,482.00 | 35,482.00 | 76,190.46 | 40,708.46 | 214.73 | 20,173.09 |
| TOTAL EXPENSE 550 | 215,482.00 | 215,482.00 | 251,192.67 | 35,710.67 | 116.57 | 187,299.75 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 251,192.67 | | | 187,299.75 |
| NET REVENUES OVER EXPENDITURE | 10,000.00 | 10,000.00 | (12,420.05) | | | 40,871.21 |

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 110,365.14 | (25,466.14) | 130.00 | 110,565.04 |
| OPERATING REVENUES | 5,902,800.00 | 5,902,800.00 | 6,750,320.48 | (847,520.48) | 114.36 | 6,810,622.37 |
| TOTAL FUND REVENUE | 5,987,699.00 | 5,987,699.00 | 6,860,685.62 | (872,986.62) | 114.58 | 6,921,187.41 |
| EXPENDITURES | | | | | | |
| LIQUOR STORE EXPENDITURES | | | | | | |
| LIQUOR STORE | 5,987,699.00 | 5,987,699.00 | 6,539,760.85 | (552,061.85) | 109.22 | 6,917,686.60 |
| TOTAL LIQUOR STORE EXPENDITURES | 5,987,699.00 | 5,987,699.00 | 6,539,760.85 | (552,061.85) | 109.22 | 6,917,686.60 |
| TOTAL FUND EXPENDITURES | 5,987,699.00 | 5,987,699.00 | 6,539,760.85 | (552,061.85) | 109.22 | 6,917,686.60 |
| NET REVENUE OVER EXPENDITURES | .00 | .00 | 320,924.77 | (320,924.77) | | 3,500.81 |

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CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 610 - LIQUOR STORE FUND

| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|---|---------------------|---------------------|---------------------|----------------------|----------------|------------------------|
| INTEREST & LOTTERY SALES | | | | | | |
| 610-36200 MISCELLANEOUS REVENUES | 240.00 | 240.00 | 393.00 | (153.00) | 163.75 | 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 | 109,972.14 | (27,972.14) | 134.11 | 99,083.43 |
| TOTAL INTEREST & LOTTERY SALES | 84,899.00 | 84,899.00 | 110,365.14 | (25,466.14) | 130.00 | 110,565.04 |
| OPERATING REVENUES | | | | | | |
| 610-37811 SALES - LIQUOR | 2,015,000.00 | 2,015,000.00 | 2,408,138.83 | (393,138.83) | 119.51 | 2,365,567.87 |
| 610-37812 SALES - BEER | 2,670,000.00 | 2,670,000.00 | 3,020,738.84 | (350,738.84) | 113.14 | 3,066,077.78 |
| 610-37813 SALES - WINE | 910,000.00 | 910,000.00 | 947,972.28 | (37,972.28) | 104.17 | 1,014,097.97 |
| 610-37815 SALES - NON-TAXABLE | 170,000.00 | 170,000.00 | 206,486.76 | (36,486.76) | 121.46 | 193,985.81 |
| 610-37816 SALES - TAXABLE | 145,000.00 | 145,000.00 | 172,117.54 | (27,117.54) | 118.70 | 176,279.99 |
| 610-37830 DISCOUNTS, DEPOSITS & RETURNS | (6,000.00) | (6,000.00) | (4,712.10) | (1,287.90) | (78.54) | (4,546.50) |
| 610-37840 CASH OVER AND SHORT | (1,200.00) | (1,200.00) | (421.67) | (778.33) | (35.14) | (840.55) |
| TOTAL OPERATING REVENUES | 5,902,800.00 | 5,902,800.00 | 6,750,320.48 | (847,520.48) | 114.36 | 6,810,622.37 |
| TOTAL FUND REVENUE | 5,987,699.00 | 5,987,699.00 | 6,860,685.62 | | | 6,921,187.41 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 249,149.51 | (513.49) | 99.79 | 298,740.17 |
| 610-49750-102 FULL-TIME EMPLOYEES - OVERTIME | 8,138.00 | 8,138.00 | 7,338.17 | (799.83) | 90.17 | 3,282.30 |
| 610-49750-103 PART-TIME EMPLOYEES - REGULAR | 176,000.00 | 176,000.00 | 153,683.25 | (22,316.75) | 87.32 | 135,081.34 |
| 610-49750-106 PART-TIME EMPLOYEES - OVERTIME | 1,200.00 | 1,200.00 | 229.68 | (970.32) | 19.14 | 478.80 |
| 610-49750-110 HOURS WORKED HOLIDAY | 10,000.00 | 10,000.00 | 12,859.03 | 2,859.03 | 128.59 | 9,110.87 |
| 610-49750-121 PERA (EMPLOYER) | 34,322.00 | 34,322.00 | 31,175.42 | (3,146.58) | 90.83 | 31,748.13 |
| 610-49750-122 FICA/MEDICARE (EMPLOYER) | 35,009.00 | 35,009.00 | 33,252.47 | (1,756.53) | 94.98 | 31,938.56 |
| 610-49750-131 MEDICAL/DENTAL/LIFE (EMPLOYER) | 69,130.00 | 69,130.00 | 64,705.69 | (4,424.31) | 93.60 | 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 | 2,700.00 | (2,100.00) | 56.25 | 3,600.00 |
| 610-49750-151 WORKERS' COMPENSATION PREMIU | 27,530.00 | 27,530.00 | 10,994.01 | (16,535.99) | 39.93 | 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 | 268.90 | (56.10) | 82.74 | 307.55 |
| TOTAL PERSONAL SERVICES | 628,999.00 | 628,999.00 | 566,356.13 | (62,642.87) | 90.04 | 600,954.67 |
| <i>SUPPLIES</i> | | | | | | |
| 610-49750-201 OFFICE SUPPLIES - ACCESSORIES | 3,000.00 | 3,000.00 | 1,862.52 | (1,137.48) | 62.08 | 1,600.10 |
| 610-49750-210 MISCELLANEOUS OPER SUPPLIES | 18,000.00 | 18,000.00 | 16,142.65 | (1,857.35) | 89.68 | 17,163.00 |
| 610-49750-220 MAINTENANCE & REPAIR SUPPLIES | 30,000.00 | 30,000.00 | 55,290.01 | 25,290.01 | 184.30 | 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 | 1,740,228.62 | 270,228.62 | 118.38 | 1,720,962.03 |
| 610-49750-252 PURCHASES - BEER | 2,080,000.00 | 2,080,000.00 | 2,318,131.24 | 238,131.24 | 111.45 | 2,373,589.59 |
| 610-49750-253 PURCHASES WINE | 650,000.00 | 650,000.00 | 656,884.29 | 6,884.29 | 101.06 | 701,243.12 |
| 610-49750-259 PURCHASES - MISCELLANEOUS | 260,000.00 | 260,000.00 | 309,585.54 | 49,585.54 | 119.07 | 297,046.29 |
| 610-49750-260 FREIGHT & DRAY | 38,000.00 | 38,000.00 | 39,119.56 | 1,119.56 | 102.95 | 41,081.03 |
| TOTAL SUPPLIES | 4,552,000.00 | 4,552,000.00 | 5,137,244.43 | 585,244.43 | 112.86 | 5,184,571.06 |
| <i>OTHER SERVICES & CHARGES</i> | | | | | | |
| 610-49750-304 MISC PROFESSIONAL SERVICES | 2,500.00 | 2,500.00 | 3,263.93 | 763.93 | 130.56 | 1,245.00 |
| 610-49750-313 IT MGMT & BACKUP | 3,800.00 | 3,800.00 | 5,546.40 | 1,746.40 | 145.96 | 5,330.40 |
| 610-49750-321 TELEPHONE/CELLULAR PHONES | 9,500.00 | 9,500.00 | 7,611.62 | (1,888.38) | 80.12 | 7,639.72 |
| 610-49750-331 TRAVEL/MEALS/LODGING | 200.00 | 200.00 | 69.22 | (130.78) | 34.61 | .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 | 36,139.91 | (4,860.09) | 88.15 | 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 | 11,553.04 | (3,446.96) | 77.02 | 14,276.22 |
| 610-49750-381 ELECTRIC UTILITIES | 26,500.00 | 26,500.00 | 25,631.48 | (868.52) | 96.72 | 22,369.85 |
| 610-49750-382 WATER/WASTEWATER UTILITIES | 1,250.00 | 1,250.00 | 1,042.84 | (207.16) | 83.43 | 1,093.74 |
| 610-49750-383 GAS UTILITIES | 1,800.00 | 1,800.00 | 2,132.93 | 332.93 | 118.50 | 1,468.82 |
| 610-49750-384 REFUSE HAULING | 6,000.00 | 6,000.00 | 5,262.28 | (737.72) | 87.70 | 5,188.91 |
| TOTAL OTHER SERVICES & CHARG | 111,250.00 | 111,250.00 | 98,253.65 | (12,996.35) | 88.32 | 97,583.80 |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

FUND 610 - LIQUOR STORE FUND

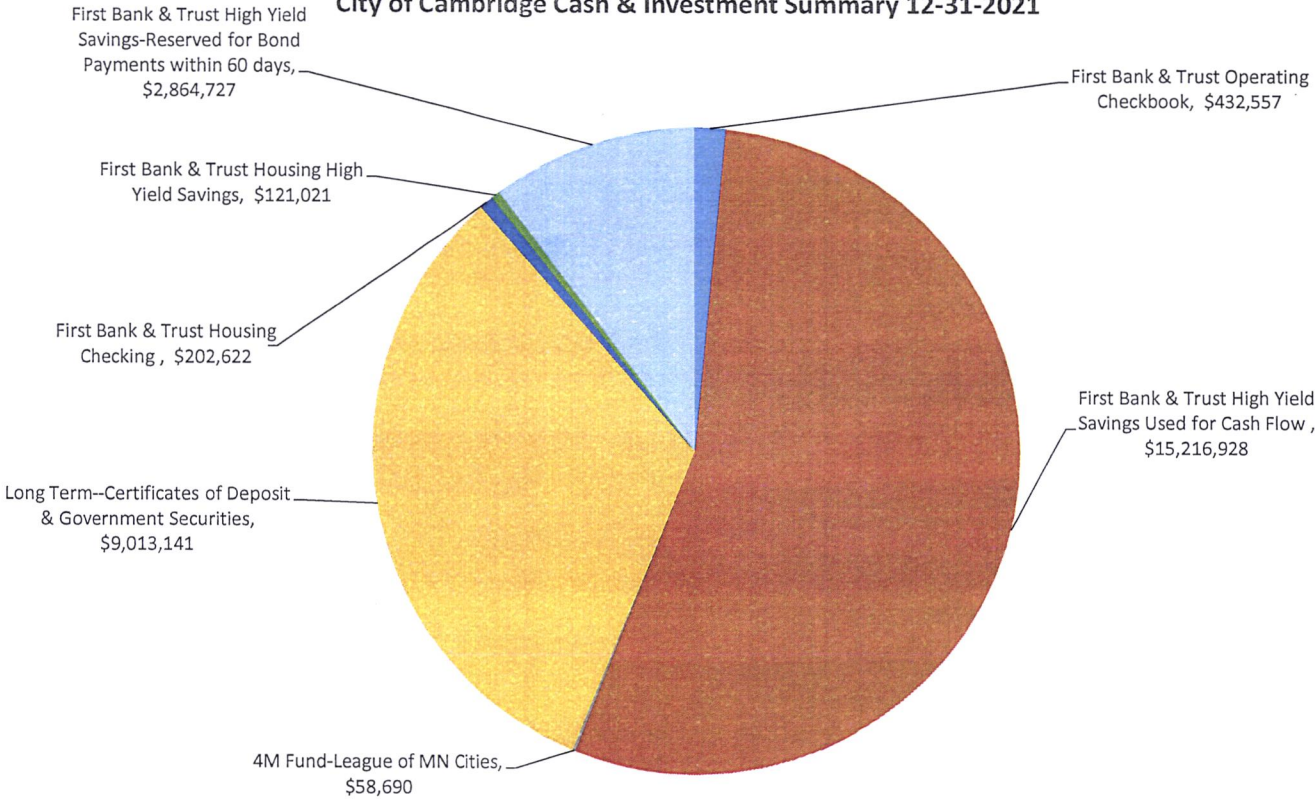
| | ADOPTED BUDGET | AMENDED BUDGET | YTD ACTUAL | UNUSED/ UNEARNED | % OF BUDGET | PRIOR YR YTD ACTUAL |
|---|----------------------------|----------------------------|----------------------------|--------------------------|----------------------|----------------------------|
| <i>MISCELLANEOUS</i> | | | | | | |
| 610-49750-405 JANITOR SERVICES | 6,000.00 | 6,000.00 | 7,416.00 | 1,416.00 | 123.60 | 5,298.33 |
| 610-49750-420 DEPRECIATION | 62,000.00 | 62,000.00 | 63,169.96 | 1,169.96 | 101.89 | 61,297.65 |
| 610-49750-430 FISCAL/BANK/MISCELLANEOUS CHG | 135,000.00 | 135,000.00 | 155,204.80 | 20,204.80 | 114.97 | 150,745.87 |
| 610-49750-433 DUES AND SUBSCRIPTIONS | 4,200.00 | 4,200.00 | 4,122.00 | (78.00) | 98.14 | 4,122.00 |
| 610-49750-440 MEETINGS AND SCHOOLS | 3,000.00 | 3,000.00 | 695.00 | (2,305.00) | 23.17 | 440.00 |
| 610-49750-453 TAXES AND LICENSES | 250.00 | 250.00 | 220.00 | (30.00) | 88.00 | 220.00 |
| 610-49750-461 LOTTERY SWEEP | 50,000.00 | 50,000.00 | 59,236.25 | 9,236.25 | 118.47 | 46,107.13 |
| 610-49750-475 LOTTERY PAID OUT | 30,000.00 | 30,000.00 | 44,259.00 | 14,259.00 | 147.53 | 45,200.05 |
| 610-49750-489 CONTRACT MAINTENANCE | 5,000.00 | 5,000.00 | 3,583.63 | (1,416.37) | 71.67 | 6,146.04 |
| <i>TOTAL MISCELLANEOUS</i> | <u>295,450.00</u> | <u>295,450.00</u> | <u>337,906.64</u> | <u>42,456.64</u> | <u>114.37</u> | <u>319,577.07</u> |
| <i>TRANSFERS</i> | | | | | | |
| 610-49750-720 TRANSFERS OUT - OPER TRANSFER | 400,000.00 | 400,000.00 | 400,000.00 | .00 | 100.00 | 715,000.00 |
| <i>TOTAL TRANSFERS</i> | <u>400,000.00</u> | <u>400,000.00</u> | <u>400,000.00</u> | <u>.00</u> | <u>100.00</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>6,539,760.85</u></u> | <u><u>552,061.85</u></u> | <u><u>109.22</u></u> | <u><u>6,917,686.60</u></u> |

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 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 | 6,539,760.85 | | | 6,917,686.60 |
| NET REVENUES OVER EXPENDITURE | .00 | .00 | 320,924.77 | | | 3,500.81 |

City of Cambridge Cash & Investment Summary 12-31-2021



| | | |
|--|--|---------------------------|
| City of Cambridge | | |
| General Fund Park Expenses | | |
| on Park Specific Basis | | |
| | | |
| Name of Park | | Costs 1/1/2021-12/31/2021 |
| City Park | | \$55,407.95 |
| Ice Rink | | \$94,161.27 |
| Sandquist Park | | \$126,860.22 |
| Central Greens | | \$23,669.70 |
| Brown Park | | \$5,380.26 |
| Peterson Park | | \$11,123.19 |
| Pioneer Park | | \$11,794.29 |
| Water Tower Park | | \$4,404.26 |
| Preserve Park | | \$189.44 |
| Dog Park | | \$10,759.01 |
| Honeysuckle Park | | \$6,146.40 |
| Parkwood Park | | \$12,144.17 |
| Veteran's Park | | \$1,662.16 |
| Not Location Specific Expense | | \$44,870.84 |
| Total | | \$408,573.16 |
| Difference | | \$0.00 |
| Total Per General Ledger | | \$408,573.16 |
| | | |
| 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: Caroline Moe, Director of Finance

Background

As detailed in the attached resolution, we are recommending that a certain 2021 fund transfers be approved at this time.

If Council approves the attached inter-fund transfers, budget revisions will be done to reflect the changes and presented to Council on February 22, 2022.

Compatibility with Strategic Goals:

Approval of inter-fund transfer supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of inter-fund transfer is required obtain a clean audit.

Council Action Requested

Adopt Resolution R22-005 Approving Inter-Fund Transfers

Resolution No. R22-005

RESOLUTION AUTHORIZING 2021 INTERFUND TRANSFERS

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to make the following 2021 Inter-fund Transfers on the City of Cambridge books of record for 2021:

| <u>FROM</u> | <u>TO</u> | <u>AMOUNT</u> | <u>PURPOSE</u> |
|---|---|---------------------|--|
| Fund #409 RTC Property Development Fund | Fund #205 EDA Admin | \$155,940.74 | To transfer available funds in fund 409 to fund 205 to help fund replacement of City Hall parking lot. |
| Fund #409 RTC Property Development Fund | Fund #408 TIF 6-9 | \$684,280.74 | To cover amounts not to be recovered via TIF flow from TIF 6-9. |
| Fund #610 Northbound Liquor | Fund #415 Parks Capital Project Fund | \$170,000.00 | To assist with lowering future tax levies, prefund Park Capital Project Fund with funds from Northbound instead of using Property taxes--\$85K for 2023 and \$85K for 2024. |
| Fund #610 Northbound Liquor | Fund #414 Sandquist Park Capital Project Fund | \$95,000.00 | To cover remainder of Sandquist Park upgrades until fundraising initiatives are successful. |
| Fund #610 Northbound Liquor | Fund #415 Park Capital Fund | \$35,000.00 | Provide \$20K funding for Parkwood Park Irrigation System Installation and \$15K to prefund 2025 Park Capital Project Fund with funds from Northbound instead of using Property taxes. |
| General Fund #101 | Fund #418 Public Works Capital Fund | \$35,000.00 | Provide \$15K funding for roof repairs and insulation replacement on Maintenance Shop building and \$20K for future mosquito control equipment purchases. |
| General Fund #101 | Fund #443 Pavement Management Fund | \$150,000.00 | Provide funding to construct road near new westside water tower to facilitate future development of area. |
| General Fund #101 | Fund #419 City Hall Capital Project Fund | \$30,000.00 | Provide funding for future replacement of Council Chamber audio/visual equipment. |
| General Fund #101 | Fund #444 Airport Capital Fund | \$137,000.00 | Prefund local match for airport construction projects expected for 2023 and 2024. |
| General Fund #101 | Fund #418 Public Works Capital Fund | \$225,000.00 | Prefund capital funding \$75,000 for each of 2023, 2024 and 2025. |
| General Fund #101 | Fund #419 City Hall Capital Fund | \$150,000.00 | Prefund capital funding \$75,000 for each of 2024 and 2025. |
| General Fund #101 | Fund #443 Pavement Management Fund | \$113,000.00 | Prefund capital funding \$60,000 for 2024 and \$53,000 for 2025. |
| | | | |

This resolution shall become effective immediately upon its passage without publication. Adopted this 7th day of February, 2022.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

Agenda 4D

Finance Department Report

February 7, 2022

Written by: Caroline Moe

As part of our normal preparations of year-end financial statements, we request that the Cambridge City Council approve temporary inter-fund loans to cover temporary cash deficits.

Inter-fund Loan between Fund 444 (Airport Capital Fund) and 205 (EDA Admin Fund)

The Airport Capital Fund is expecting to be reimbursed in 2022 for airport capital project costs incurred in 2021. Staff is recommending that a temporary inter-fund loan in the amount of \$39,100.79 be approved from the EDA Admin Fund (205) to the Airport Capital Fund (444) as of December 31, 2021 to cover the temporary cash deficit. Repayment of this temporary loan is expected in 2022.

Compatibility with Strategic Goals:

Approval of inter-fund loan supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of inter-fund loans are required obtain a clean audit.

Recommended Council Action—Approve inter-fund loans as presented.

Prepared by: Caroline Moe, Director of Finance

Background

Isanti County has requested the City officially approve cancelling of debt levy requirements on file with them via resolution. When bonds are initially issued, Isanti County is given information on the bond requirements. They are required to make sure we are issuing the correct levy amount. However, it is normal to have an adjustment to the amounts Isanti County has on hand due to a variety of reasons including:

- Special assessments may be servicing the debt on a bond issue which are not reflected in the bond levy requirements initially given to Isanti County.
- Utility revenues may be servicing the debt on a bond issue which are not reflected in the bond levy requirements initially given to Isanti County.
- At times, the City pre-funds debt services from other sources and thus those revenues are not reflected in the bond levy requirements initially given to Isanti County.

Recommended Council Action—*Approve Resolution R22-006 to communicate to Isanti County the Cancelling of Debt Levy Requirements for General Obligation Improvement Bonds.*

Attachments:

1. Resolution R22-006

Resolution No. R22-006

- A Resolution Approving the Cancelling of 2022 Debt Levy Requirements for General Obligation Improvement Bonds

WHEREAS, the City of Cambridge approved the issuance of General Obligation Improvement Bonds, scheduled bonded debt levy payments on file, and sufficient cash on hand to pay the bonded debt due in 2022 as follows:

| BOND ISSUES | ORIGINAL PRINCIPAL | DATE ISSUED | PAYABLE 2022 DEBT LEVY | ADDITIONS OR REDUCTIONS BY RESOLUTION | PROPOSED DEBT LEVY |
|--|--------------------|-------------|------------------------|---------------------------------------|--------------------|
| \$8,415,000 General Obligation Bonds, Series 2014A | 8,415,000 | 5/19/2014 | \$ 835,375 | \$ (835,375) | \$0 |
| The City of Cambridge hereby certifies excess funds in the amount greater than \$835,375 exist in the debt service account for the GO Bond Series 2014A. | | | | | |
| \$6,140,000 General Obligation Bonds, Series 2016A | 6,140,000 | 5/17/2016 | \$ 700,200 | \$(582,700) | \$117,500 |
| The City of Cambridge hereby certifies excess funds in the amount greater than \$700,200 exist in the debt service account for the GO Bond Series 2016A. | | | | | |
| \$3,480,000 General Obligation Bonds, Series 2018A | 3,480,000 | 5/31/2018 | \$ 118,850.33 | \$1,707.67 | \$120,558 |
| The City of Cambridge hereby certifies excess funds in the amount greater than \$118,851 exist in the debt service account for the GO Bond Series 2018A. | | | | | |
| \$5,475,000 General Obligation Bonds, Series 2020A-Imp Portion | 385,000 | 5/4/2020 | \$ 850.85 | \$(850.85) | \$0 |
| The City of Cambridge hereby certifies excess funds in the amount greater than \$851 exist in the debt service account for the GO Bond Series 2020A-Imp Portion. | | | | | |
| | | | <u>\$ 1,655,276.18</u> | <u>\$(1,417,218.18)</u> | <u>\$238,058</u> |
| | | | = | = | = |

SO THEREFORE, BE IT RESOLVED by the City of Cambridge to cancel the scheduled debt levy for taxes payable in 2022 as listed above.

Adopted by the Cambridge City Council this 7th day of February, 2022

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator



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

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

Administrative Hearing Officer Service Provider Agreement

The City of Cambridge and Robert Roby hereby enter into a contract for administrative hearing officer services. The administrative hearing officer will handle administrative citation appeal hearings for administrative citations pursuant to Minnesota Statutes which requires cities to provide a "civil process" for citation appeals and retain a "neutral third party to hear and rule on challenges" to a citation. Under this agreement, these services may be provided to another governmental entity pursuant to a Joint Powers Agreement through the City of Cambridge.

Duties

Act as the neutral presiding officer who conducts the appeal hearing, actively listen to the evidence and arguments of the parties, and issue a final decision. The Administrative Hearing Officer must prepare written findings of facts after the conclusion of the hearing supporting his decision as to whether or not the appeal was granted or denied by applying deductive and inductive reasoning. The written findings of fact must be provided to the City and appellant within five business days of the hearing date.

Hearings must be tape recorded on recording equipment and provided by the entity hosting the hearing location. The proceedings will not be as formal as a court of law, but should be modeled after an administrative law judge proceeding. Other municipal jurisdictions, such as the City of Isanti, and the City of Braham may be served under the terms of this agreement.

Compensation

Compensation will be based upon a per citation hearing basis of \$75 per appeal hearing.

The City of Cambridge will try to schedule hearings for one day per month between the hours of 8:00 am – 4:30 pm. Hearing locations will alternate between Cambridge City Hall, Braham City Hall, and Isanti City Hall. The hearing schedule will depend upon the demand for appeal hearings. Hearings will be booked in 20-minute increments for hearings without witnesses other than appellant and scheduled together so that there are not gaps in the hearing schedule whenever possible. Hearings that require additional testimony or process time will be scheduled separately and billed at \$225 per hour. Hearing dates will be negotiated between the governmental entities and the administrative hearing officer so a mutually agreed upon schedule can be developed.

Contract Period

March 1, 2022 – February 28, 2024.

Termination

Either the City of Cambridge or the Service Provider may terminate this agreement upon 60 days written notice prior to the effective date of termination of the agreement. The agreement shall

thereafter be deemed terminated as of the effective date specified in said notice, or as of the 60th day following the date said notice is hand delivered or mailed by first class US Mail, postage prepaid from the party electing to terminate the agreement to the other part, whichever of said dates is later.

For the City of Cambridge:

For the Service Provider:

Jim Godfrey, Mayor



Robert Roby

Attest:

Evan C Vogel, City Administrator

January 24, 2022

Alexis Smith
1509 7th Avenue North
Sauk Rapids, MN 56379

Ms. Smith,

On behalf of the City of Cambridge, I would like to extend to you a conditional offer for the position of Assistant City Administrator. This offer is contingent upon you successfully passing a criminal history background check and a pre-employment physical which includes a drug test. Below is an outline of the City's offer.

Salary

Proposed starting salary is Grade 15, Step 1, \$38.48 per hour which is approximately \$80,038.40 per year.

You will be eligible for a step increase to Step 2 (\$39.82) 12 months after your first day of employment, and on January 1 of each year following.

Requested Start Date

February 28, 2022 or as soon as possible after that date pending clearance of all pre-employment screening, and approval by the City Council.

Learning and Evaluation Period

As a new employee, you will serve a twelve-month learning and evaluation period.

Pay Periods

Your position is subject to a fourteen (14) day pay period and our regularly scheduled pay period is Saturday through Friday. If your first day were to be February 28, your first pay period would be March 18, 2022.

Health, Dental, and Vision Insurance

Insurance benefits are defined by the City's Personnel Policies and benefit levels or providers may be amended from time to time by the City Council. Currently, the City offers health, dental, and vision insurance through I.U.O.E Local 49's Blue Cross/Blue Shield. The monthly premium currently is \$1,527 and the employee pays ten percent of the monthly premium (\$152.70). Health insurance premiums are subject to change each March.

Vacation / Sick Leave

The City’s current vacation earning schedule is:

| Years of Service | Accumulation Per Pay Period |
|-------------------------|--|
| 0 through 1 year | 2.31 hours each 2 weeks of work (1 ½ weeks annually) |
| 2 through 5 years | 3.08 hours each 2 weeks of work (2 weeks annually) |
| 6 through 9 years | 4.62 hours each 2 weeks of work (3 weeks annually) |
| 10 through 14 years | 6.16 hours each 2 weeks of work (4 weeks annually) |
| 15+ years | 7.69 hours each 2 weeks of work (5 weeks annually) |

Full-time employees earn sick leave at the rate of 3.69 hours for each pay period or 1 day per calendar month of service. An employee is eligible to use sick leave as accumulated in accordance with the sick leave policy.

The City of Cambridge is proposing you be provided with 40 hours of vacation leave, as well as 40 hours of sick leave the day you begin employment with the City; additionally, the City intends on setting your vacation accrual at year 2, wherein you would accrue 3.08 hours of vacation for each two weeks of work.

Hours of Work

Standard hours are from 8:00 am to 4:30 pm. Department heads have the flexibility to set their own schedule as long as they work during the core hours of 9:00 am to 3:00 pm. Some overtime may be required from time to time in addition to nights and weekends

Fair Labor Standards Act - Overtime

The Assistant City Administrator is classified as an exempt position. The City’s current personnel policies state the following:

“Exempt employees under the FLSA are expected to work whatever hours are necessary in order to meet the performance expectations of their position. Generally, to meet these expectations and for reasons of public accountancy, an exempt employee shall work a minimum of 40 hours per week. Full-time exempt employees are eligible for compensatory time at straight time for hours worked in excess of 80 hours in a pay period under the policies set out in paragraph (d) of this section. Vacation and paid holidays do not count toward “hours worked”.

Exempt employees forfeit any compensatory time accrued in excess of 80 hours, measured biannually. Upon termination from employment, either voluntarily or involuntarily, exempt employees forfeit any accumulated compensatory time without payment.”

Use of Time Clock

Employees must follow the City’s personnel policy on recording of time worked which states:

Time Clocks. To comply with the provisions of the federal and state Fair Labor Standards Acts, hours worked and any leave time used by employees are to be recorded through the City’s electronic time keeping system. Employees are to punch in for work, and punch out at the end of the work day.

Pension

Employees are enrolled in the Public Employees Retirement Association (PERA) coordinated plan. Employer contributes 7.5% of your gross salary; employees contributes 6.50% of your gross salary. From time to time, the Minnesota Legislature adjusts the contribution amounts.

Payroll Deductions

In accordance with city policy and applicable law, the following deductions will be made from your payroll checks:

- Employee’s share of the insurance premiums for health, life, flex accounts, and group accident plans.
- Statutorily required PERA contributions, if your position is eligible.
- Federal and state withholding for taxes, social security, etc.
- Applicable union dues.
- Elected contributions to credit unions or other banks.
- Elected Minnesota benefit association
- Elected savings plans for periods longer than 60 days.
- Allowances, if any, claimed pursuant to permitted meals and lodging

Documentation to Establish Identity

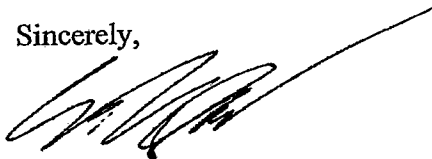
In accordance with the Immigration and Reform and Control Act of 1986, you must provide appropriate documentation to establish identity and eligibility for employment on your first day of work. I’ve included a copy of the Department of Homeland Security’s list of acceptable documents for your review. Please complete the highlighted section of the I-9 form and bring this completed document with you on your first day of employment.

Language Other Than English

You have a right to receive this notice in a language other than English. If you need this letter translated in other languages, please contact Evan Vogel at 763-552-3216.

This is an at-will position. This offer is not a contract for employment for a definite or indefinite period of time. Employment terms are governed by the City’s personnel policies (a copy is enclosed). We sincerely hope that you will accept this offer. To accept the offer, please sign below and return to me by January 28, 2022.

Sincerely,



Evan C Vogel
City Administrator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits.

I accept this offer of employment which is contingent upon me successfully completing the pre-employment testing (criminal history and pre-employment physical and drug test). I understand that my employment with the City of Cambridge is at-will and can be terminated by the City at any time.

Alexis Smith

Date



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

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

January 25, 2022

Brenda Berends
417 Harriet St S
Stillwater, MN 55082

Ms. Berends,

On behalf of the City of Cambridge, I would like to extend to you a conditional offer for the position of Building Official. This offer is contingent upon you successfully passing a criminal history background check and a pre-employment physical which includes a drug test. Below is an outline of the City's offer.

Salary

Proposed starting salary is Grade 13, Step 7 \$41.71 per hour, which is approximately \$86,756.80 per year.

You will be eligible for a step increase to Step 8 (\$43.16) 12 months after your first day of employment, and on January 1 of the year following.

Requested Start Date

February 14, 2022 or as soon as possible after that date pending clearance of all pre-employment screening, and approval by the City Council.

Learning and Evaluation Period

As a new employee, you will serve a twelve-month learning and evaluation period.

Pay Periods

Your position is subject to a fourteen (14) day pay period and our regularly scheduled pay period is Saturday through Friday. If your first day were to be February 14, your first pay period would be March 4, 2022.

Health, Dental, and Vision Insurance

Insurance benefits are defined by the City's personnel policies. Currently, the City offers health, dental, and vision insurance through Local 49 Operating Engineer's Union Plan. The monthly premium currently is \$1,527 and the employee pays ten percent of the monthly premium (\$152.70). Health insurance premiums generally increase each year and the employee share changes accordingly.

Vacation / Sick Leave

The City's current vacation earning schedule is:

| Years of Service | Accumulation Per Pay Period |
|-------------------------|--|
| 0 through 1 year | 2.31 hours each 2 weeks of work (1 ½ weeks annually) |
| 2 through 5 years | 3.08 hours each 2 weeks of work (2 weeks annually) |
| 6 through 9 years | 4.62 hours each 2 weeks of work (3 weeks annually) |
| 10 through 14 years | 6.16 hours each 2 weeks of work (4 weeks annually) |
| 15+ years | 7.69 hours each 2 weeks of work (5 weeks annually) |

Full-time employees earn sick leave at the rate of 3.69 hours for each pay period or 1 day per calendar month of service. An employee is eligible to use sick leave as accumulated in accordance with the sick leave policy.

The City of Cambridge intends on setting your vacation accrual at the 2 through 5 year accumulation schedule wherein you would accrue 3.08 hours per pay period. This rate of accrual will apply for the first five years you work with the City. Additionally, the City of Cambridge agrees to provide you with 40 hours of vacation leave, and 40 hours of sick leave the day you begin employment with the City.

Hours of Work

Standard hours of work are from 8:00am to 4:30pm.

Fair Labor Standards Act - Overtime

This position is classified as a non-exempt position under the Fair Labor Standards Act and therefore qualifies for overtime only after 40 hours of work in a week. Overtime is paid at time and one-half.

Pension

Employees are enrolled in the Public Employees Retirement Association (PERA) coordinated plan. Employer contributes 7.5% of your gross salary; employees contributes 6.50% of your gross salary. From time to time, the Minnesota Legislature adjusts the contribution amounts.

Payroll Deductions

In accordance with city policy and applicable law, the following deductions will be made from your payroll checks:

- Employee's share of the insurance premiums for health, life, flex accounts, and group accident plans.
- Statutorily required PERA contributions, if your position is eligible.
- Federal and state withholding for taxes, social security, etc.
- Applicable union dues.
- Elected contributions to credit unions or other banks.
- Elected Minnesota benefit association
- Elected savings plans for periods longer than 60 days.
- Allowances, if any, claimed pursuant to permitted meals and lodging

Use of Time Clock

Employees must follow the City's personnel policy on recording of time worked which states:

Time Clocks. To comply with the provisions of the federal and state Fair Labor Standards Acts, hours worked and any leave time used by employees are to be recorded through the

City's electronic time keeping system. Employees are to punch in for work, and punch out at the end of the work day.

Documentation to Establish Identity

In accordance with the Immigration and Reform and Control Act of 1986, you must provide appropriate documentation to establish identity and eligibility for employment on your first day of work. I've included a copy of the Department of Homeland Security's list of acceptable documents for your review. Please complete the highlighted section of the I-9 form and bring this completed document with you on your first day of employment.

Language Other Than English

You have a right to receive this notice in a language other than English. If you need this letter translated in other languages, please contact Evan Vogel at 763-552-3216.

This is an at-will position. This offer is not a contract for employment for a definite or indefinite period of time. Employment terms are governed by the City's personnel policies (a copy is enclosed). We sincerely hope that you will accept this offer. To accept the offer, please sign below and return to me by January 28, 2022.

Sincerely,



Evan C Vogel
City Administrator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits.

I accept this offer of employment which is contingent upon me successfully completing the pre-employment testing (criminal history and pre-employment physical and drug test). I understand that my employment with the City of Cambridge is not for a specific term and can be terminated by the City at any time.

Brenda Berends

Date

January 24, 2022

Amy Norling
407 Main Street South
Cambridge, MN 55008

Dear Ms. Norling,

On behalf of the City of Cambridge, I would like to extend to you a conditional offer for the position of Community Development Specialist. This offer is contingent upon approval by the City Council. Below is an outline of the City's offer.

Salary

Proposed starting salary is Grade 8, Step 1 which is \$24.76 per hour which is approximately \$51,008 per year.

You will be eligible for a step increase to Step 2 (\$25.63) 12 months after your first day, and on January 1 of each year following.

Requested Start Date

February 8, 2022 pending approval by the City Council.

Learning and Evaluation Period

Since this is a promotional opportunity, you will serve a twelve-month learning and evaluation period. At any time during the learning and evaluation period, an employee may be discharged or returned to their former position if the position is open at the sole discretion of the City.

Pay Periods

Your position is subject to a fourteen (14) day pay period and our regularly scheduled pay period is Saturday through Friday. If your first day were to be , your first pay period would be.

Health, Dental, and Vision Insurance

Insurance benefits are defined by the City's personnel policies. Currently, the City offers health, dental, and vision insurance through Local 49 Operating Engineer's Union Plan. The monthly premium currently is \$1,527 and the employee pays ten percent of the monthly premium (\$152.70). Health insurance premiums generally increase each year and the employee share changes accordingly.

Vacation / Sick Leave

The City's current vacation earning schedule is:

| Years of Service | Accumulation Per Pay Period |
|-------------------------|--|
| 0 through 1 year | 2.31 hours each 2 weeks of work (1 ½ weeks annually) |
| 2 through 5 years | 3.08 hours each 2 weeks of work (2 weeks annually) |
| 6 through 9 years | 4.62 hours each 2 weeks of work (3 weeks annually) |
| 10 through 14 years | 6.16 hours each 2 weeks of work (4 weeks annually) |
| 15+ years | 7.69 hours each 2 weeks of work (5 weeks annually) |

Full-time employees earn sick leave at the rate of 3.69 hours for each pay period or 1 day per calendar month of service. An employee is eligible to use sick leave as accumulated in accordance with the sick leave policy.

The City of Cambridge will continue to measure your vacation accrual from the date you were initially started working for the City (September 7, 2021).

Hours of Work

Standard hours of work for this position will be 8:00am until 4:30pm. Some evenings, and weekends will be required for this position.

Fair Labor Standards Act - Overtime

This position is classified as a non-exempt position under the Fair Labor Standards Act and therefore qualifies for overtime only after 40 hours of work in a week. Overtime is paid at time and one-half.

Pension

Employees are enrolled in the Public Employees Retirement Association (PERA) coordinated plan. Employer contributes 7.5% of your gross salary; employees contribute 6.50% of your gross salary. From time to time, the Minnesota Legislature adjusts the contribution amounts.

Payroll Deductions

In accordance with city policy and applicable law, the following deductions will be made from your payroll checks:

- Employee's share of the insurance premiums for health, life, flex accounts, and group accident plans.
- Statutorily required PERA contributions, if your position is eligible.
- Federal and state withholding for taxes, social security, etc.
- Applicable union dues.
- Elected contributions to credit unions or other banks.
- Elected Minnesota benefit association
- Elected savings plans for periods longer than 60 days.
- Allowances, if any, claimed pursuant to permitted meals and lodging

Use of Time Clock

Employees must follow the City's personnel policy on recording of time worked which states:

Time Clocks. To comply with the provisions of the federal and state Fair Labor Standards Acts, hours worked and any leave time used by employees are to be recorded through the City's electronic time keeping system. Employees are to punch in for work, and punch out at the end of the work day.

Documentation to Establish Identity

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Language Other Than English

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This is an at-will position. This offer is not a contract for employment for a definite or indefinite period of time. Employment terms are governed by the City's personnel policies (a copy is enclosed). We sincerely hope that you will accept this offer. To accept the offer, please sign below and return to me by January 28, 2022

Sincerely,

Evan C Vogel
City Administrator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits.

I accept this offer of employment which is contingent upon City Council approval. I understand that employment with the City of Cambridge is at-will and can be terminated by the City at any time

Amy Norling

Date



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

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

January 27, 2022

Jacob Nosbush
 101 Central Avenue, Apt. 304
 Osakis, MN 56360

Mr. Nosbush,

On behalf of the City of Cambridge, I would like to extend to you a conditional offer for the position of City Planner. This offer is contingent upon you successfully passing a criminal history background check and a pre-employment physical which includes a drug test. Below is an outline of the City's offer.

Salary

Proposed starting salary is Grade 8, Step 5 which is \$28.41 per hour which is approximately \$59,928 per year.

You will be eligible for a step increase to Step 6 (\$29.40) 12 months after your first day of employment, and on January 1 of each year following.

Requested Start Date

March 1, 2022 or as soon as possible after that date pending clearance of all pre-employment screening, and approval by the City Council.

Learning and Evaluation Period

As a new employee, you will serve a twelve-month learning and evaluation period.

Pay Periods

Your position is subject to a fourteen (14) day pay period and our regularly scheduled pay period is Saturday through Friday. If your first day were to be March 1, your first pay period would be March 18, 2022.

Health, Dental, and Vision Insurance

Insurance benefits are defined by the City's personnel policies. Currently, the City offers health, dental, and vision insurance through Local 49 Operating Engineer's Union Plan. The monthly premium currently is \$1,527 and the employee pays ten percent of the monthly premium (\$152.70). Health insurance premiums generally increase each year and the employee share changes accordingly.

Vacation / Sick Leave

The City's current vacation earning schedule is:

| Years of Service | Accumulation Per Pay Period |
|-------------------------|--|
| 0 through 1 year | 2.31 hours each 2 weeks of work (1 ½ weeks annually) |
| 2 through 5 years | 3.08 hours each 2 weeks of work (2 weeks annually) |
| 6 through 9 years | 4.62 hours each 2 weeks of work (3 weeks annually) |
| 10 through 14 years | 6.16 hours each 2 weeks of work (4 weeks annually) |
| 15+ years | 7.69 hours each 2 weeks of work (5 weeks annually) |

Full-time employees earn sick leave at the rate of 3.69 hours for each pay period or 1 day per calendar month of service. An employee is eligible to use sick leave as accumulated in accordance with the sick leave policy.

Hours of Work

Standard work hours are from 8:00am until 4:30pm

Fair Labor Standards Act - Overtime

This position is classified as a non-exempt position under the Fair Labor Standards Act and therefore qualifies for overtime only after 40 hours of work in a week. Overtime is paid at time and one-half.

Pension

Employees are enrolled in the Public Employees Retirement Association (PERA) coordinated plan. Employer contributes 7.5% of your gross salary; employees contributes 6.50% of your gross salary. From time to time, the Minnesota Legislature adjusts the contribution amounts.

Payroll Deductions

In accordance with city policy and applicable law, the following deductions will be made from your payroll checks:

- Employee's share of the insurance premiums for health, life, flex accounts, and group accident plans.
- Statutorily required PERA contributions, if your position is eligible.
- Federal and state withholding for taxes, social security, etc.
- Applicable union dues.
- Elected contributions to credit unions or other banks.
- Elected Minnesota benefit association
- Elected savings plans for periods longer than 60 days.
- Allowances, if any, claimed pursuant to permitted meals and lodging

Use of Time Clock

Employees must follow the City's personnel policy on recording of time worked which states:

Time Clocks. To comply with the provisions of the federal and state Fair Labor Standards Acts, hours worked and any leave time used by employees are to be recorded through the City's electronic time keeping system. Employees are to punch in for work, and punch out at the end of the work day.

Documentation to Establish Identity

In accordance with the Immigration and Reform and Control Act of 1986, you must provide appropriate documentation to establish identity and eligibility for employment on your first day of work. I've included a copy of the Department of Homeland Security's list of acceptable documents for your review. Please complete the highlighted section of the I-9 form and bring this completed document with you on your first day of employment.

Language Other Than English

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This is an at-will position. This offer is not a contract for employment for a definite or indefinite period of time. Employment terms are governed by the City's personnel policies (a copy is enclosed). We sincerely hope that you will accept this offer. To accept the offer, please sign below and return to me by January 28, 2022.

Sincerely,



Evan C Vogel
City Administrator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits.

I accept this offer of employment which is contingent upon me successfully completing the pre-employment testing (criminal history and pre-employment physical and drug test). I understand that employment with the City of Cambridge is at-will and can be terminated by the City at any time.

Jacob Nosbush

Date

Administrative Assistant – Community Development

| | | | |
|-----------------------|--|-------------------|------------|
| Job Title: | Administrative Assistant – Community Development | FLSA: | Non-exempt |
| Supervisor: | Assistant City Administrator | Union: | Non-Union |
| Work Schedule: | 40 hours per week, occasional evenings | Benefits: | Full-time |
| | | Pay Grade: | 6 |

Purpose

Performs intermediate administrative support and clerical duties within the Community Development Department, providing information to callers about planning, zoning, and building matters, and related work as apparent or assigned. Primary function for this position is to function as the City's Building Permit Technician. Work is performed under the regular supervision of the Assistant City Administrator.

Communications

Internally - Frequent contact with Community Development Department, Public Works, and Fire Department employees.

Externally – Frequent contact with the public, developers, contractors, consultants, and advisory commissions, other governmental agencies.

Essential Functions

Provides secretarial support for Building Inspections

- Schedules inspections, appointments, and meetings as necessary; maintains Permit Works database and ensures that all building permits are either active or closed out.
- Provides information regarding SAC charges, permits for building, heating, excavation, filling and others.
- Collects fees and issues receipts for building, plumbing, heating, sewer and water connections; and planning applications.
- Prints out permits after plans are approved by Building Official and/or Building Inspector.

Answers basic zoning ordinance inquiries to assist City Planner.

- Provides zoning information to callers requesting information.
- Writes routine correspondence and reports.
- Receives and respond to requests for information and complaints.

Performs administrative support duties for Community Development Department

- Responds to questions, complaints and requests for information from the public or other departments on departmental procedures and operations.
- Receives and routes incoming calls and visitors to the department.
- Types notices, resolutions and takes minutes as directed.
- Prepares packets for various commissions; takes and prepares meeting minutes.

- Types correspondence and letters as directed; files correspondence appropriately.
- Maintains departmental records including but not limited to inspections, code enforcement, plats, CUPs, variances, correspondence, etc. in the City's electronic file management system.
- Performs all other duties as directed by the Community Development Director.

Performs secretarial support for City Engineer

- Prepares public hearing notices and mailings as directed by City Engineer for street improvement projects.
- Maintains street improvement project files in the City's electronic file management system.
- Types correspondence and letters as directed. File correspondence appropriately.
- Provides general secretarial support for the City Engineer.

Knowledge, Skills and Abilities

- Skills in communicating diplomatically and effectively both orally and in writing.
- Ability to interpret zoning ordinances.
- Considerable ability to work under changing priorities and in peak workloads.
- Ability to manage several projects at one time.
- Knowledge of office practices and procedures.
- Skill in operation of word processing equipment.
- Ability to compose clear, grammatically correct sentences, paragraphs and reports.
- Ability to establish and maintain effective working relations with others.
- Ability to perform duties with tact and discretion.
- Ability to communicate ideas and explanations, both orally and in writing.
- Ability to handle stressful situations.
- Handle and maintain the confidentiality of confidential information.
- Ability to communicate effectively and efficiently with the public in English.

Minimum Qualifications

High School diploma or GED and moderate experience working with community development, building inspection, or planning departments.

Preferred Qualifications

Associate's/Technical degree
 Permit Works Technician Certificate
 Previous Experience as Building Permit Technician

Physical Demands

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and occasionally requires standing, walking, climbing or balancing, pushing or pulling and repetitive motions; work requires close vision and ability to adjust focus; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data.

Work Conditions

This work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Disclaimers

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I have read my job description and understand the duties of my position:

Employee's Signature

Date

Prepared By: Todd Schwab, Public Works/Utilities Director

Background:

The Public Works Capital Improvements Plan includes a line item for Bulk Material Storage. It was the intent that a portion of that line item be used for the addition of a concrete divider in the existing salt/sand storage structure. The divider would enable staff to store both treated and non-treated salt to be stored in that structure. Please find attached a quote from Hanson Silo for labor a materials to complete this project.

Fiscal Note:

The funds to facilitate the purchase have been included in the Public Works Capital Improvements Plan.

Core Strategy #2: Deliver exceptional public services.

- * Maintain proper staffing levels in all departments*
- * Provide proper and ongoing training for all staff in their respective field*
- * Provide proper equipment to effectively and safely perform job duties*
- * Deliver services with a customer-first mentality*

Recommendation:

Authorize staff to enter into agreement with Hanon Silo for labor and materials to facilitate the completion of the Material Bulk Storage Project.

Included:

Hanson Silo Quote.



Phone (320) 664-4171
 Company Address 11587 County Rd 8 SE
 Lake Lillian, MN 56253
 US

Created Date 1/21/2022
 Expiration Date 2/20/2022
 Quote Number 00010998
 Opportunity Name City of Cambridge - 12' T DCI - 67'

Prepared By Steve Olson
 Phone (320) 979-5205
 Email steve@hansonsilo.com

Contact Name Lucas Milz
 Email lmitz@ci.cambridge.mn.us

Bill To Name City of Cambridge
 Billing Address 800 7th Ave SW
 Cambridge, MN 55008

Ship To Name City of Cambridge

| Product | Product Description | Line Item Description | Quantity |
|--|--|-----------------------|----------|
| PANEL 12'T (12200#) DCI DIVIDER | PANEL 12' (12500#) DCI DIVIDER | | 8.00 |
| PANEL TRANSITION 12'T-12'T DCI DIVIDER | PANEL TRANSITION 12'-12' DCI DIVIDER Dowel splicer both sides. | | 1.00 |
| Installation Fees | Setting Precast Only | | 1.00 |
| Freight | | 3 loads @ 116 miles | 3.00 |

Components Description

Description Price includes delivery and installation. Panels to be used as a divider wall in existing bunker. Panels will include corrosion inhibitor admixture and dowel bars in toe to tie into slab. Cutting of existing slab is by others

Customer to furnish a tax exempt certificate or tax will be added

Freight Terms Freight Included

Subtotal \$19,881.00
 Down Payment \$9,940.50
 Grand Total \$19,881.00

Signature _____

Name _____

Title _____

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Date _____

Terms & Conditions

Seller and Manufacturer make no representation or warranties, express or implied (including the implied warranties of merchant ability and fitness) except as provided.

Notice to Purchaser

1. Our acceptance of any order is limited to the terms and conditions of this document. Your acceptance of delivery of equipment we ship hereunder shall serve as your agreement, that this document constitutes the final, definite, complete and exclusive Agreement between us with respect to the equipment.
2. Customer provides access to the site for all trucks and crane equipment under their own power. Customer to back fill the divider wall or corner of pit for access. Customer will pay additional costs to be determined for all site conditions that require the use of special equipment, cutting of slat ledge and columns. Cutting of slats to fit pit walls out of square or incorrect dimensions provide to Hanson. A 50' wide road approach is needed to get trucks into site.
3. Purchaser acknowledges receipt of a fully completed copy of this contract and Purchaser waives notice of the acceptance or rejection of this order by the seller. The Seller assumes no liability for nonshipment, delay in shipment or other circumstances beyond its control.
4. Site preparation and grouting of slats and beams is not provided by Hanson.
5. The drycast steel formed finish panels will have bugholes, may not be uniform in color and have a blotchy appearance. Finishing work normally required for the completion of the precast would result in patching and or repairs that will not match in color. Hanson is not responsible for providing a uniform colored panel throughout the project.
6. We recommend putting an epoxy around the feeders to protect concrete from chemical reaction.

New Equipment: Any warranties provided by the Dealer on any New Equipment set forth hereof shall be given to Purchaser by separate statement, the receipt whereof is hereby acknowledged by purchaser. Used Equipment & 2nd slats: Covered by this purchase order is sold AS IS, WHERE IS, WITH NO REPRESENTATIONS OR WARRANTIES, unless otherwise specified in writing.

It is understood that this is the entire agreement between the parties. This is a cash transaction. If the Purchaser so requests prior to acceptance, the unpaid balance will be handled as a time sales transaction, subject to available financing and credit approval. Purchaser further agrees that the title and ownership of the above mentioned equipment remains the property of Seller until final payment has been made.

Supplemental Provisions of the Sales Contract

1. Offer and Acceptance: This document (the "Contract") represents Customer's offer to purchase the silo and related items described on the front hereof (Hereafter referred to collectively as the "Equipment") and will become binding on the parties upon written acceptance by a duly authorized officer of the Company. This contract shall constitute the sole contract between the Company and Purchaser with respect

- i. The Customer shall furnish, at its expense, a description of the construction site, together with such current surveys thereof as the Company reasonable may request.
- ii. If installed the Company will provide and pay for all labor, materials, equipment and tools necessary for the construction.
- iii. The Company will be responsible for any injuries to the employees or contract laborers of the Company at the site. This responsibility shall not extend to the Purchaser or any helpers furnished by the Purchaser in connection with the construction.
- iv. Purchaser shall:
 1. Provide free of charge all utilities, materials, and services specified above, together with water and, if necessary, a generator and tractor.
 2. Provide access to construction site for the Company's delivery vehicles and equipment.
 3. Removed all overhead obstructions at his expense for a clear distance in excess of twenty (20) feet above the top of the equipment ordered herein and in excess of a radius of ten (10) feet plus the equipment radius.
 4. Remove any unsafe conditions at the construction site.
 5. Keep all persons not required for construction safely at a distance from the construction site.
- v. Purchaser may furnish helpers for the construction and prehauling, but shall do so only at his own risk.
- vi. Purchaser shall indemnify and hold the Company harmless against any and all loss, cost, liability, damage or expense (including attorney's fees) in respect of personal injury or property damage suffered by any person at or in the vicinity of the construction site, including damage to any equipment furnished by Purchaser for use in the Construction. This indemnity shall not apply to any personal injury or property damage solely resulting from reckless acts or willful wrongdoing by employees or contract laborers of the Company.
- vii. Purchaser represents and warrants that he has determined that the load bearing capacity of the soil at the construction site is adequate to support the equipment, its expected contents and all times of equipment incorporated therein.
- viii. The Construction shall be deemed to be complete as of the date on which the Companies notifies the Purchaser that the Equipment is ready for utilization by the Purchaser (hereinafter the "Completion Date").
- d. Acceptance. Purchaser shall inspect the Equipment on the Completion Date before the crew leaves and will be deemed to have accepted the Equipment at the end of such inspection unless he notifies the Company in writing to the contrary and specifies in detail all reasons for nonacceptance. Such acceptance shall be final and irrevocable, and no attempted revocation shall have any effect whatsoever. Purchaser shall execute such forms acknowledgement of inspection and acceptance as the Company reasonable may request.
- e. Delivery and Construction Dates. The delivery and Construction Dates stated herein are estimates based on prevailing conditions as of the date hereof. The Company shall not be in default hereunder or

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to the Equipment. Any terms proposed orally or in any document furnished by Purchaser which are additional to or different from those contained in this Contract are hereby objected to by the Company, shall not be part of this Contract, and shall be of no force or effect.

2. PURCHASE PRICE AND OTHER COSTS:

- a. **The Company's Obligation.** The Company agrees to sell and deliver the Equipment to Purchaser and perform the construction thereof for the total price stated herein subject to all the covenants, terms and conditions in this Contract.
- b. **Purchaser's Obligation.** Purchaser agrees to purchase the Equipment subject to all of the covenants, terms and conditions in this Contract and to pay the Company the stated total price five (5) days after the Company certifies the work is complete.
- c. **Taxes.** All taxes not included in the total price, including without limitation sales, excise, manufacturing, occupation, use or any other federal, state and local taxes, are the obligation and responsibility of the Purchaser and shall be paid directly by the Purchaser or paid to the Company upon invoice therefore.
- d. **Cost of Shipping and Construction (if applicable).** Cost of shipping and construction is specified in the quote.
- e. **Late Payment Fee.** Any amounts not paid when due hereunder will be subject to a late payment fee in the amount stated above of this agreement, provided that is such fee is deemed to be interest and subject to any usury law, then the amount of such fee shall not exceed the highest rate permitted under applicable law.

3. Security for Payment of Purchase Price:

- a. **Security Agreement.** (Not applicable to construction in Iowa) For the purpose of securing payment of the total price and other amounts which Purchaser may owe the Company under this Contract. Purchaser hereby grants to the Company a security interest in all of the Equipment and proceeds thereof. This security interest shall attach to all of the Equipment from the time of delivery to the Purchaser's premises, whether or not construction is partially or fully complete. This Contract shall constitute a "Security Agreement" within the meaning of the Uniform Commercial Code and the Purchaser agrees upon request to execute and deliver to the Company, for filing, financing statements in form and substance satisfactory to the Company covering the Equipment and any proceeds of the Equipment. Purchaser hereby appoints the Company as its attorney-in-fact with full power of substitution to execute any such financing statement. The parties acknowledge that this security interest is not in-lieu of any statutory lien rights to which the Company may be entitled, all of which rights are hereby reserved and preserved for the Company's benefit.
- b. **Insurance.** So long as any of the purchase price remains unpaid, Purchaser shall carry all-hazard insurance on the Equipment in at least the amount of the unpaid purchase price and shall name the Company as a named insured under such insurance.
- c. **Remedies upon Default.** In the event of any default or anticipatory breach by Purchaser, the Company may without notice, declare all or any part of any amounts due under this Contract to be immediately due and payable and may exercise, in addition to all other remedies granted by this Contract or by applicable law, all of the rights and remedies of a Secured Party under the Uniform Commercial Code or lien holder under other applicable statute.
- d. **Repossession.** Without limiting its right to exercise other remedies at the same time or any other time, the Company may, upon any default or anticipatory breach enter the premises where the

otherwise liable to Purchaser because of failure or delays in manufacture, delivery or construction which are caused, in whole or in part, by acts of God or any other circumstances or events beyond the Company's reasonable control. Under no circumstances shall a claim of late delivery or construction give Purchaser a right to recover any damages whatsoever.

5. Warranties, Limitations of Warranties, Disclaimer of Warranties and Limitation of Damages for Breach of Warranty:

- a. **Limited Warranty to Customer.** The Company hereby warrants to the Purchaser (and not to any other person) that the Equipment and the labor and materials furnished hereunder for construction shall be free from defects in materials and workmanship on the Completion Date. This warranty does not apply to any Equipment or materials which were not manufactured by the Company or which have been altered, abused, used for a purpose other than the one for which they were manufactured, or used in any manner inconsistent with oral or written instructions. The Company, at its sole discretion, will refund the price for, or repair or replace without charge, any of the Equipment, material or workmanship which the Company, in its reasonable judgment, determines to be defective under this warranty. The company will ship repaired or replacement items of the Equipment or materials to Purchaser, F.O.B the Company's plant.
- b. **Claim for Breach of Warranty.** Purchaser shall notify the Company in writing of any defect within seven (7) days after discovery thereof. In no event shall any claim for breach of warranty be made more than 12 months after the Completion Date. The Company shall not be responsible for any defects which, as a result of its inspection, it reasonable believes to have arisen from improper use of the Equipment or from any other cause except a defect in materials or workmanship.
- c. **DISCLAIMERS OF WARRANTIES AND LIMITATION OF REMEDY, EXCEPT AS EXPRESSLY PROVIDED HEREIN, THE COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY EQUIPMENT, MATERIALS OR THE CONSTRUCTION PERFORMED HEREUNDER, WHETHER AS TO MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER MATTER. THE REMEDIES SEQUENTIAL DAMAGES OF ANY DESCRIPTION, WHETHER ARISING OUT OF WARRANTY OR OTHER CONTRACT, NEGLIGENCE OR OTHER TORT, OR OTHERWISE. NO AGENT, EMPLOYEE OR REPRESENTATIVE OF THE COMPANY HAS ANY AUTHORITY TO BIND THE COMPANY TO ANY AFFIRMATION, REPRESENTATION OR WARRANTY EXCEPT AS STATED HEREIN.**
- d. **Further disclaimers.** Without limiting the generality of the disclaimers set forth above, the Company expressly disclaims any warranty that the Equipment will be oxygen-free or water tight. The Company hereby advises Purchaser that normal air exchange during loading and unloading will permit oxygen to enter the equipment and that liquids will seep through the wall. The Company further disclaims any responsibility, risk or liability for the results of Purchaser's use of the Equipment. Purchaser understands and acknowledges that the results achieved from such use will depend substantially on climatic conditions and Purchaser's decision about when and how to use the Equipment.

6. Miscellaneous:

- a. **Governing Law.** This Contract between the parties shall be

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Equipment is located without notice or legal process and dismantle, remove and take possession of the Equipment. The Company shall not be responsible for any damage caused to the Equipment or other property, including adjoining buildings and contents of the Equipment, in the course of dismantling or removing the Equipment. If any notification of intended disposition of any of the Equipment is required by law, such notification shall be deemed reasonably and properly given if mailed at least ten (10) days before such disposition, postage prepaid addressed to the Customer at the address shown herein.

e. Cost and Expenses. Purchaser will pay the Company as part of the sum secured pursuant to Paragraph II (A) hereto, all amounts, including dismantling and repossession costs, reasonable attorney's fees, and legal expenses incurred or paid by the Company in enforcing its rights under this Contract.

4. Delivery installation and acceptance:

a. Shipment. The Company will deliver the Equipment to the Purchaser's site.

b. Title to Equipment, including risk of loss, damage or destruction, shall be in the Purchaser from and after delivery to the site. Customers rejection of all or any portion of the Equipment shall not shift the risk of loss with respect thereto until such rejected Equipment is returned, prepaid, to the Company Section 2-510 of the Uniform Commercial Code shall not apply to this Contract.

c. Construction. The Company will construction the equipment and install all related items of equipment sold hereunder the following terms and conditions:

governed in all respects by and interpreted in accordance with the laws of the State of Minnesota.

b. Modification and Waiver. The Company shall not be bound by any rescission or modification of this Contract, and shall not be deemed to have waived any provision of this Contract, unless such rescission, modification or waiver is set forth in writing signed by an authorized officer of the Company.

c. Severability. If any provision hereof is held to be unenforceable by the final order of any court of competent jurisdiction, such provision shall be served herefrom and shall not affect the interpretation of enforceability. Of the remaining provisions hereof.

d. Election of Remedies. The remedies provided herein are cumulative and in addition to all remedies provided by this Agreement or, to the extent not excluded hereunder, by applicable law. The Company may exercise any or all such remedies, and its election of any particular remedy or remedies at any time shall not be deemed to be a waiver of its right to exercise any other remedies at the same time or any other time. 1/2019

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4M Approve the Hiring of Public Works Winter Seasonal Employee Anna Liebel

February 7, 2022

Prepared By: Todd Schwab, Public Works/Utilities Director

Background:

Staff is seeking approval to hire Anna Liebel for a Public Works Winter Seasonal position. Anna would serve as a skating rink employee, replacing former Winter Seasonal Employee Braydon Berg. Braydon has returned to college. Anna would split time on nights and weekends, maintaining the rinks with Nate Hanson. Full time staff will surface the rink ice on weekdays during regular working hours.

Fiscal Note:

The Public Works Winter Seasonal position will be payed \$13.90/Hour.
The positions will be funded from the Ice Rink Operating Budget.

Core Strategy #2: Deliver exceptional public services.

- * Maintain proper staffing levels in all departments*
- * Provide proper and ongoing training for all staff in their respective field*
- * Provide proper equipment to effectively and safely perform job duties*
- * Deliver services with a customer-first mentality*

Recommendation:

Authorize staff to hire Anna Liebel for a Public Works Winter Seasonal positions, pending pre-employment requirements.

4N Approve the Hiring of Paid on-call firefighters Adam Freeman, Scott Tucker, James Pixley and Nick Bangasser February 7, 2022

Prepared By: Will Pennings, Deputy Fire Chief/Emergency Management Director

Background:

Fire Department is seeking the addition of 4 paid on-call firefighters to bring our roster back to fully staffed. With recent retirements we are down to 26 and need 30 paid on-call to make our roster full. We held a hiring informational night October of 2021 and took applications through November. Testing was administered for 6 Candidates in December. After testing and interviews Scott, Nick, James and Adam were selected by the officers of the department. The candidates have completed pre-employment requirements and we need to get them hired and ready for fire school which starts on February 8th.

Fiscal Note:

The Fire Department budget is set for a staff of 30 POC firefighters.

Core Strategy #2: Deliver exceptional public services.

- * Maintain proper staffing levels in all departments*
- * Provide proper and ongoing training for all staff in their respective field*
- * Provide proper equipment to effectively and safely perform job duties*
- * Deliver services with a customer-first mentality*

Recommendation:

Authorize staff to hire James Pixley, Nick Bangasser, Adam Freeman and Scott Tucker as paid on-call firefighters.

Prepared By: Evan C Vogel, City Administrator

Background:

After 16 years with the City of Cambridge, Carri Levitski has submitted her resignation as the City's Community Development Specialist.

Recommendation:

Retroactively accept the resignation of Carri Levitski, whose last day with the City was February 2, 2022.

Enclosed:

Carri Levitski's two resignation letter

January 18, 2022

**Marcia Westover, Community Development Director
City of Cambridge
300 3rd Ave NE
Cambridge, MN 55008**

Dear Marcia,

As a vested community member, it is with extreme regret that I write this letter to inform you of my intent to resign from the City of Cambridge. My last day of employment will be February 2, 2022. I am open to an earlier date if the City Council would like to offer a severance package or provide a layoff option.

While this was not an easy decision for me to arrive at, after careful consideration due to the limited advancement opportunities, I have made the decision to resign from my current position of Community Development Specialist.

With the support and investment into my career that the city has made leading me in the direction of City Planner, I am surprised and disappointed I am not being considered for the position. It was disheartening not being afforded the opportunity to participate in the hiring process due to the new criteria which excludes previous experience. I appreciate that Cambridge has empowered me by providing for continuing education in land use classes, entrusting me with planning duties such as authoring and revising ordinances, along with overseeing variance and interim use permit requests, to name a few.

I am grateful for my 16-year tenure and am proud of the contributions I have made to Cambridge which has added to the success of operations within the city. It is a true honor being recognized all these years as an exemplary employee of the city. With all the skills and experience I have accomplished throughout my time in Cambridge, I need to go to a place that will allow me to grow because of how much more I have to offer.

My love and dedication for this community does not change with my resignation. I will proudly serve the community in my other capacities. Please let me know if there is anything I can do to make this transition easier for the city or if you have questions.

Respectfully,



Carri Levitski

2021 Community Development Fast Facts

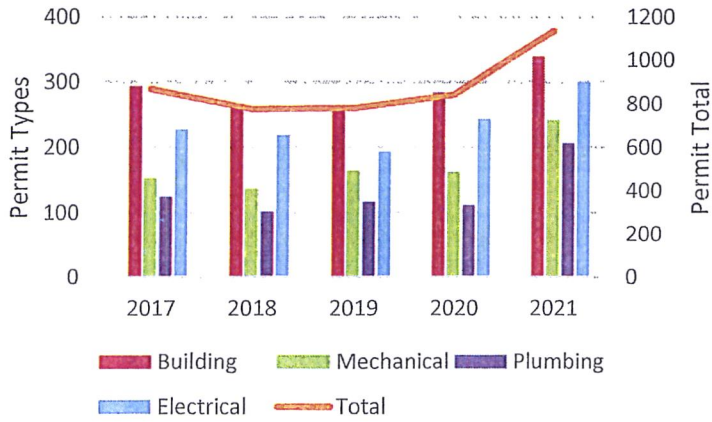
Highlights

- Supports all aspects of Community and Economic Development including administering the City Code, Zoning Code, Building Codes, Property Maintenance Ordinances, subdivisions, platting, and parks planning and development
- Staff include Director, Specialist, Administrative Assistant, and a part-time receptionist. Rum River Construction Consultants currently handle all residential and commercial inspections and plan review.
- Online permitting has become more prevalent where about 50% of our permits are issued electronically
- In the 2020 – 2021 cycle we had 396 rental properties and a total of 1,298 units
- Maintains electronic filing which allows for effective and efficient property file maintenance, data retention, and record request fulfilling capabilities
- Updates ordinances while balancing the needs of citizens and being mindful of statutory requirements
- The Community Development Director is staff liaison to the Planning Commission
- The Community Development Specialist is staff liaison to the Parks, Trails, and Recreation Commission
- Maintains Parks and Summer Programs which are offered to residents

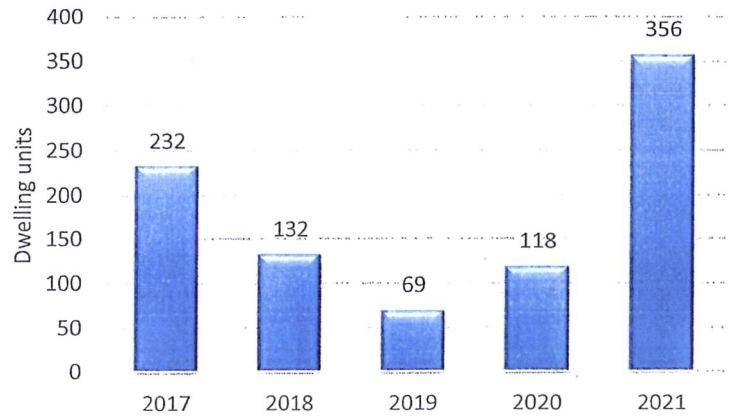
Recent/on-going non-residential projects

| | |
|-----------------------------------|--|
| Arrow Tank | Office remodel at 650 Emerson St N |
| Harbor Freight | New retail space in vacant mall unit at 205 Balsam St N Unit A |
| Pizza Hut | Remodel at 200 2 nd Ave NE |
| Minnco | New commercial building at 2215 3 rd Ave NE |
| Birch St | Old library renovated into office space, currently doing an interior build out by adding bathrooms, framing, and finishes at 244 Birch St S |
| MN Built Storage | New storage buildings at 315 Cleveland |
| Cambridge Christian School | Addition of classrooms, bathrooms, and administrative area and another addition of gymnasium, locker rooms, concessions, and janitorial at 2211 Old Main St S |
| Parkwood Plat | Two 16-unit townhomes |
| Bridgewater Plat | An 8-unit and three 6-unit townhomes |
| Kwik Trip | 2450 2 nd Ave SE |
| Heritage Greens Plat | The Emerald Apartments, 150-unit apartments, at 1155 Dellwood The Emerald Townhomes, 30 townhome units on 13 th Ave SW And a 48-unit apartment at 550 18 th Ave SW |

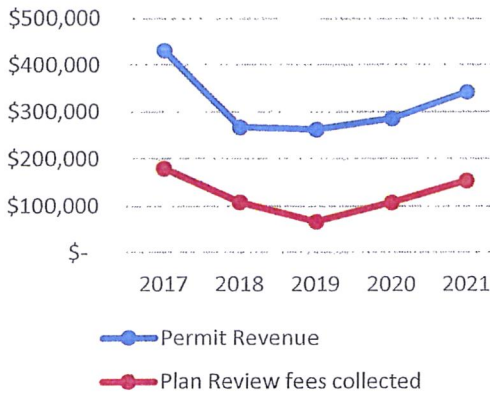
Permits



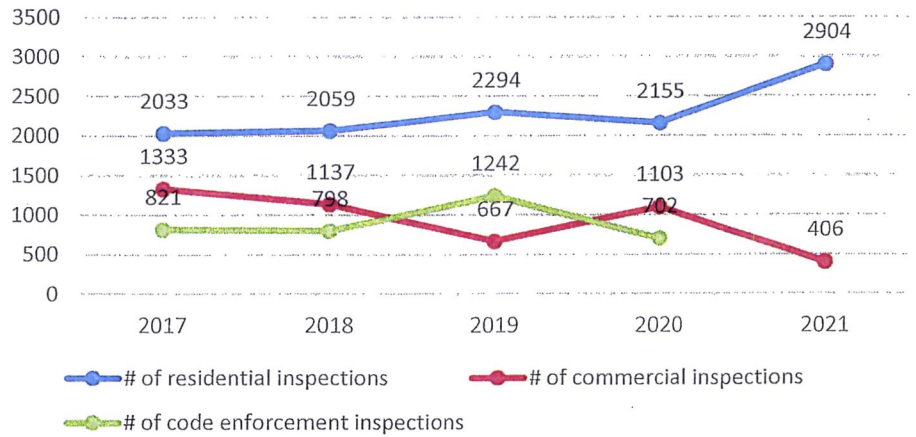
of dwelling units added



Fees Collected



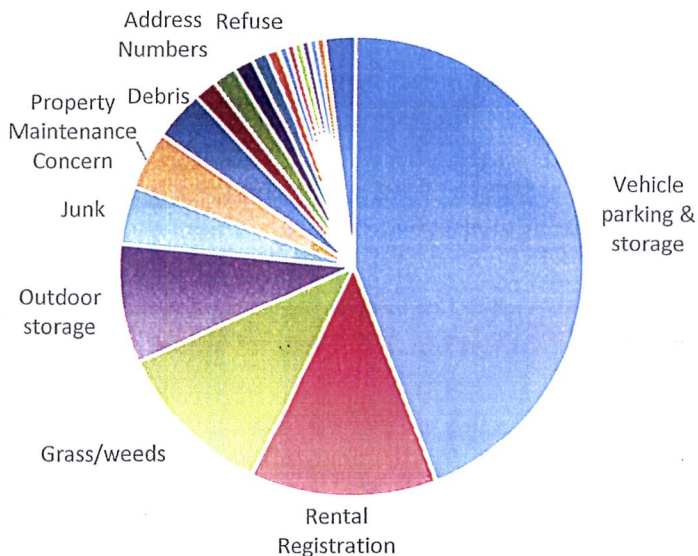
Inspections



2017 permit fees were impacted by the large GracePoint Crossing development

Unknown code enforcement inspections in 2021 due to the task being transferred to the Police Department and no inspections during COVID except imminent health threats

Complaints reported in 2021



of Code Enforcement Cases





POLICE DEPARTMENT FAST FACTS

Todd S. Schuster – Chief of Police

Main: 763-689-9567

Direct: 763-552-3243

tschuster@ci.cambridge.mn.us

Mission Statement

“Serving with Integrity & Honor”

To provide efficient and effective law enforcement service to our community. We achieve this by maintaining the highest standards of honesty and integrity through consistent and impartial enforcement of the law.

By forming partnerships with its citizens, the Cambridge Police Department can reduce crime and improve the quality of life for all.

Staffing

Administrative

- ★ Chief of Police
- ★ Deputy Chief of Police

Patrol Division

- ★ 2 Sergeants
- ★ 8 Full Time Patrol Officers (1 more currently in the background investigation phase of the pre-employment hiring process)
- ★ 2 Part Time Patrol Officers

Investigative/Special Services:

- ★ 1 Criminal Detective
- ★ 2 School Resource Officers

Support Personnel:

- 1 Police Administrative Assistant
- 1 Police Permit Technician

Reserve Officers:

- We will be looking to start up the program again in 2022.

Patrol Coverage

The Cambridge Police Department is staffed 24 hours per day 365 days per year, providing proactive policing patrols and response to calls. To accommodate this, we operate:

- Two 12-hour Patrol shifts per day
- Two Officers are scheduled from 6:00 am to 6:00 pm
- Two Officers work 6:00 pm to 6:00 am.
- The extra patrol officer will be utilized to have some overlap coverage between the day and night shifts.

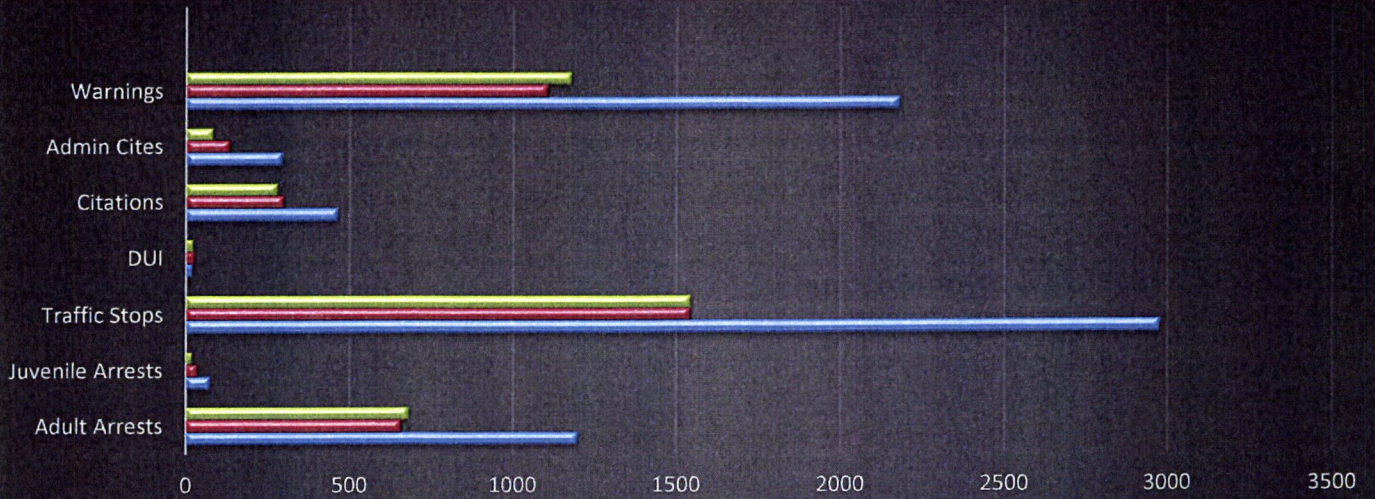
Both Sergeants work night shifts and are assigned to one of the rotations.

Our department strives to maintain two officers on duty at all times. However, due to accrued vacation, sick leave, training and court time, we may have only one Officer on duty periodically. Part-Time Police Officers help reduce the number of times this occurs.

Performance Statistics

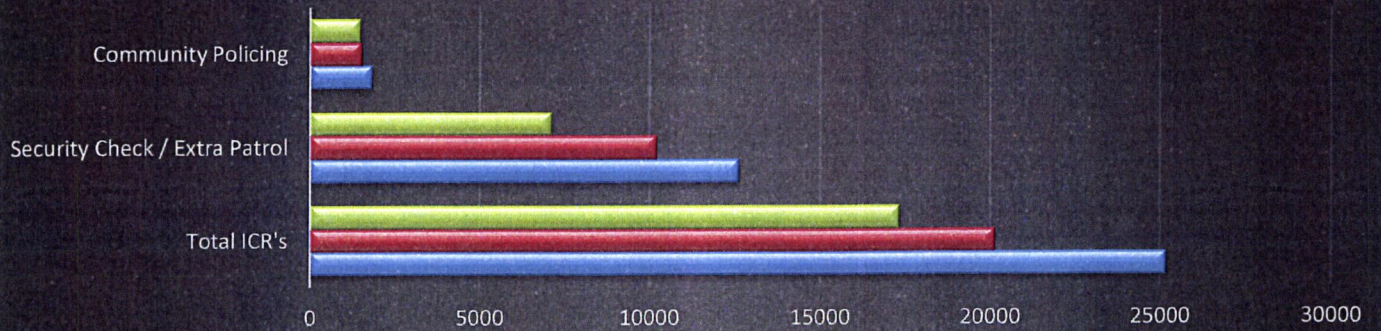
| Category | 2020 | 2021 |
|----------------------------|--------|--------|
| Calls for Service | 20,148 | 17,347 |
| Adult Criminal Arrest | 661 | 683 |
| Juvenile Custodial Arrests | 36 | 20 |
| Business/Security Checks | 10,228 | 7,130 |
| Community Policing Details | 1,535 | 1,492 |
| Permit to Purchase Permits | 159 | 120 |
| Traffic Stops* | 2,980 | 1,545 |

Traffic and Arrest Stats



| | Adult Arrests | Juvenile Arrests | Traffic Stops | DUI | Citations | Admin Cites | Warnings |
|------|---------------|------------------|---------------|-----|-----------|-------------|----------|
| 2021 | 683 | 20 | 1546 | 24 | 282 | 84 | 1180 |
| 2020 | 661 | 36 | 1545 | 28 | 300 | 136 | 1109 |
| 2019 | 1202 | 76 | 2980 | 22 | 466 | 297 | 2183 |

Proactive Policing



| | Total ICR's | Security Check / Extra Patrol | Community Policing |
|------|-------------|-------------------------------|--------------------|
| 2021 | 17347 | 7130 | 1492 |
| 2020 | 20148 | 10228 | 1535 |
| 2019 | 25199 | 12639 | 1848 |

2021 2020 2019

I started out last year's review by saying that 2020 was like no other year. Well, 2021 wasn't a whole lot different. COVID-19 still impacted bars, restaurants, businesses and schools. While no civil unrest took place after the Derek Chauvin trial verdict, it has definitely had an impact on police work in terms of use of force (we didn't have to make any changes in our techniques). We carefully followed the trial of Brooklyn Center PD Kim Potter as well. Again, it was fortunate that no civil unrest took place after that trial.

Our biggest hurdle this year was staffing. We started the year off with an open position and in May, an officer took a leave of absence. We then had a Sergeant leave for another department. An officer that we hired in early 2021 was struggling in the FTO program and resigned.

We also made a needed reorganization by creating a true "second in command" position. Sergeant Shawn Machin was promoted to Deputy Chief of Police. Officer Chad Saelens was also promoted to Sergeant to fill the vacant Sergeant position.

We began advertising for our open positions in June/July and the response was not very good and we extended the application deadline twice. This is a crisis in law enforcement, not only in Minnesota, but nationwide. Post-Secondary schools are reporting 60% reductions in Law Enforcement Program enrollments and at least 1 school in the metro has suspended their program due to the lack of enrollment. This not only reduces the number of candidates, but also the quality of those available candidates. It is being reported that this issue will be at the forefront of this legislative session.

Once we began holding interviews, we quickly discovered that, although the number of applicants was down, the quality of the candidates that applied with us was outstanding. We quickly made an offer to the then Braham Chief of Police, Eric Baumgart. Eric accepted our offer and started in October. He brought 20+ years of experience with him as well as a full knowledge of all of our procedures that are used in Isanti County and was therefore put in an expedited FTO program and has been on solo patrol since November. Next, we hired Peter Erickson. Peter came to us from the North Hudson Police Department. He began in December and is nearing the end of his field training and should be on solo patrol before the end of February. Our next hiring was Samantha Vigstol. Although she doesn't have any sworn experience, she comes to us from the Cass County (ND) Sheriff's Office where she worked as a Correctional Deputy. Samantha is currently in the early stages of the FTO program. Finally, we have hired Cristiano Rosa. Cristiano is currently a K-9 Officer at the Federal Reserve building in Minneapolis. We are currently doing all of the pre-employment investigation and testing requirements, but look to have him start before the end of February.

Once everyone is through the FTO program and on solo patrol, we will once again have two officers on all four rotations (2-day, 2-night rotations). We will have a Sergeant assigned to each night rotation and weekday supervision is the responsibility of Deputy Chief Machin or myself in his absence. Then we will have the extra spot created by the additional hire and that person is going to be scheduled on a mid-shift that will provide overlap coverage to both day and night shifts, but also the ability to flex to either a full day shift or full night shift in the case of an open shift. This will be as close to ensuring that at least two officers are on at all times.

We had hoped to bring the Police Reserve program back in 2021, but we needed to focus on filling our full-time openings and ensuring coverage for the open shifts. We are looking to getting the program back up and running in 2022 and will begin advertising sometime this spring.

Operationally, our biggest accomplishment in 2021 was implementing a Body-Worn Camera program. The implementation went through with minimal difficulties. Any hardware or software issues that we had were quickly addressed by Motorola Solutions (formerly WatchGuard). We began using the cameras in June and they have been well received by everyone.

Cambridge Police Department is comprised by a wonderful and dedicated staff in all areas. When we face obstacles, there are always people who will stand up, take on more responsibility and get the job done. I am proud to be able to call myself the Chief of this department.

Public Works Update

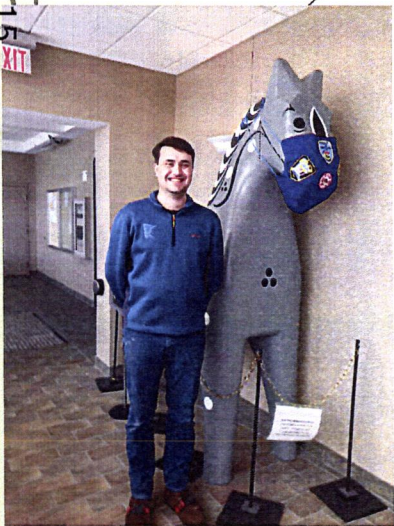
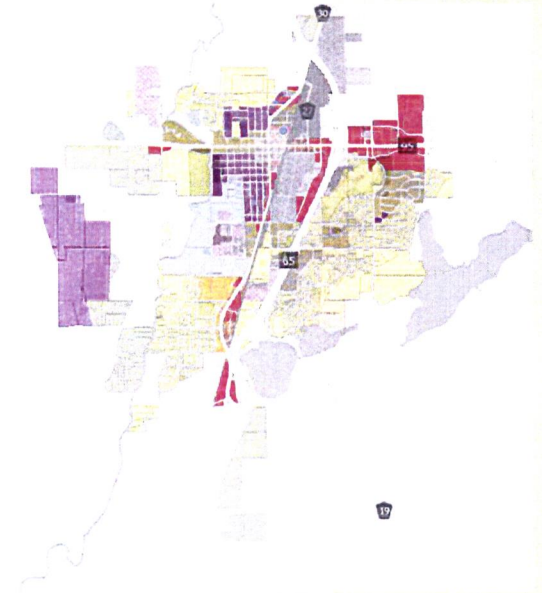
**GIS, Stormwater, Streets, Parks, Water Utility,
Wastewater Utility.**

P114



GIS (Global Information System)

- ❖ Developed a template and working model for an As Built Finder application for use by PW
- ❖ Completed first year of Police Incident Mapping with great success
- ❖ Completed online utility web application as well as a community development web application
- ❖ Created templates for various yearly projects that will allow for faster workflows
- ❖ Continued training staff on utilizing new web applications



MS4 (Municipal Separate Storm Sewer System)

- ❖ Completed 540 inspections (307 construction, 107 pond, 124 outfall, and 2 structures) and performed maintenance as needed.
- ❖ Obtained MS4 coverage (Municipal Separate Storm Sewer System).
- ❖ Began extensive work to ensure the City in full compliance of the newly issued MS4 permit.
- ❖ Worked with Streets Department to calibrate salting equipment to ensure compliance with new salting regs.



Street Department

❖ Staff:

6 Full Time and 3 Seasonal Employees.

❖ Responsibilities

| | |
|------------------------|------------------------|
| 59 Miles of Streets | 25 miles of ROW Mowing |
| 3 Miles of Alleys | 7 Miles of Trails |
| 28 Miles of Sidewalks | Tree Trimming |
| Mosquito/Weed Control | Traffic Painting |
| 27 Miles of Storm Pipe | 2085 Catch Basins |
| 1365 Street Lights | Airport |

❖ 2021 Projects

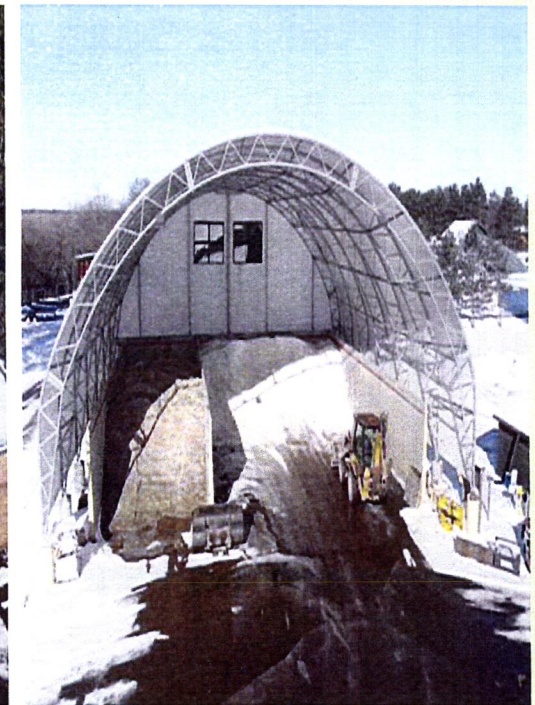
Constructed Parkwood Park.

Completed Approximately 4 blocks of Failed Sidewalk/Paver Removals Downtown to Facilitate Replacements.

Facilitated the removal and relocation of the Buchanan Warning Siren.

Installed a Vehicle Charging Station in City Park.

Provided set up and takedown of Annual Events Such as Customer Appreciation, Art Fair, Snowflake Parade/Tree Lighting Ceremony, Third Thursday Events.



Parks

Staff:

2 Full Time and 3 Seasonal Employees.

Responsibilities:

Mow and Trim 250 Acres of Grass every 5 to 7 Days

Maintain Amenities in 13 Improved Parks.

Maintain and Operate 2 Refrigerated Ice Sheets.

Maintain 12 Athletic Fields and Associated Irrigation and lighting systems.

Maintain Numerous Pickleball, Basketball, Tennis Courts.

2021 Projects:

Sandquist Park Improvements Project(Addition of 2 Softball, 2 Baseball, and One All-Purpose Field).



P118

Water

Staff:

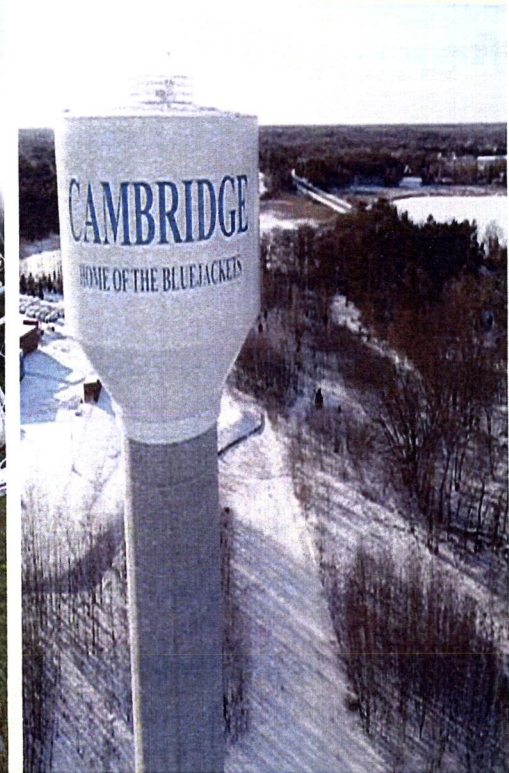
8 Full Time and 2 Seasonal Employees Duties Combined with Wastewater Utility.

Responsibilities:

- ❖ Operate a 5 MGD Water Treatment Facility.
- ❖ Maintain 6 Production Wells.
- ❖ Maintain 1.75 MG of Elevated Storage.
- ❖ Maintain 70 miles of Water Main Line and Associated Valves and Hydrants.
- ❖ Maintain 3967 Water Meters.

2021 Projects:

- Completion of the 750,000 Gallon Water Tower.
- Demolition of the Existing 350,000 Gallon Water Tower.
- Replacement of 163 Water Meters.
- Staff Performed 923 One-Call Utility Locates.
- Staff Treated 296 Million Gallons of Water.



Wastewater

Staff:

8 Full Time and 2 Seasonal Employees Duties Combined with Water Utility.

Responsibilities:

- ❖ Operate and Maintain a 1.84 MGD Treatment Facility.
- ❖ Maintain 61 Miles of Main line.
- ❖ Maintain 12 Lift Stations.
- ❖ Operate a State Certified Laboratory.

2021 Projects:

Treated 233 Million Gallons of Wastewater.

Cleaned 14 Miles of Main Line Sewer.

Completed a Wet Well Retrofit Project at the WWTF.

Received 14th MPCA Commendation Award.



7A Cross Country Ski Agreement **February 7, 2022**

Prepared by: Marcia Westover, Community Development Director

Review

The current agreement with the Rum River Cross Country Ski Club has expired. The agreement outlines trail grooming requirements, equipment owned and storage requirements, repairs, and costs. The agreement has been updated to reflect current members, the equipment list, and a map identifying the city's ski trails. The compensation to the ski club for maintaining the trails remains the same at \$75 per hour for trail grooming. The compensation for this work is capped at \$4,500 per season.

Fiscal Note

The maximum amount paid to the Ski Club is \$4,500 per season.

City Council Action

Motion to approve the Administrative Services Agreement with the Rum River Cross Country Ski Club and authorize the City Administrator and Mayor to sign the Agreement.

Attachments

1. Agreement with map

Administrative Services Agreement

This agreement, entered into this 7th day of February, 2022 between the City of Cambridge (City) and the Rum River Cross Country Ski Club (Ski Club), describes the terms and conditions by which Ski Club shall be provided for services and maintenance for the ski trail grooming.

I. **Scope of Service:**

A. The Ski Club shall provide the following services under this Agreement:

i. Oversee the overall operation of the cross-country ski trails, identified in the attached Exhibit A, including grooming the ski trails as needed and cutting brush as needed. The trails must be groomed on a schedule that assures they are maintained in good quality, safe, and skiable condition, but at a minimum whenever snowfall exceeds two (2) inches. When the tracks are skied out, destroyed by walkers, or melted, the trails must be conditioned and groomed. The Ski Club is responsible to know when the trail needs grooming. When brush or other obstacles obstruct the trail, the Ski Club, except as provided in Section B(1) below, shall remove them.

ii. The Ski Club shall be responsible for performing routine maintenance on all equipment used under this Agreement as described in Article III below. The Ski Club shall be responsible for taking care of the equipment in a proper manner to preserve its life span. The Ski Club shall be responsible for fuel, making sure all electrical/switches, starting equipment, and any accessories such as loppers, tools and nails are supplied.

iii. The Ski Club shall be responsible for all equipment storage. The Ski Club shall notify the City in writing where the equipment will be stored. The Ski Club shall clean and maintain the equipment at the end of the season before storing it.

iv. The Ski Club shall maintain records of its operations under this Agreement, including a log of volunteers and hours spent on the various trail activities. The log must include the date, number of people working on the trail, number of hours, equipment used, type of work done, area of trail worked on, and signed by a Ski Club representative. The log must be submitted to the City by May 1 of each year.

B. The City shall:

i. Remove large obstacles such as trees that are downed in the trail on an as-needed basis.

ii. Be responsible for the cost of repairs of equipment. Any repairs estimated to exceed \$200 must be preapproved by the City.

II. **Compensation**

The City agrees to compensate the Ski Club for the above services as follows:

A. City agrees to pay the Ski Club \$75 per hour for trail grooming. The \$75 is per person hour worked as shown on the record log, this is not a per person payment. This shall cover time worked, fuel costs, and equipment maintenance costs. The Ski Club shall bill the City by May 1 of each year for the previous ski season trail grooming. The city shall have 30 days to pay the invoice. Trail grooming costs are limited to \$4,500 per ski season unless specifically authorized by the Cambridge City Council.

III. Equipment.

A. The City contributed \$10,504 in 2015 for the purchase of a snowmobile for ski trail grooming purposes only.

B. The existing equipment that is owned by the City and intended to be used by the Ski Club for ski trail grooming under this Agreement includes the following: 2016 Yamaha snowmobile, and a 48" Park Ranger Groomer.

C. All equipment listed in this contract shall be owned by the City and shall be used only by City staff and the Ski Club members as listed in this agreement. All equipment in the Agreement shall only be used on grooming and maintenance of the trails identified in Exhibit A.

D. When equipment becomes surplus, it shall be returned to the City.

IV. Term.

The term of this Agreement is February 7, 2022 through February 7, 2027.

V. Insurance.

During the term of this Agreement, the Ski Club shall maintain Commercial General Liability insurance covering its operations. The insurance shall be in at least the limits of municipal tort liability set forth in Minnesota Statutes Chapter 466. The insurance shall name the City as an additional insured.

VI. Liability.

To the fullest extent permitted by law, the Ski Club agrees to defend and indemnify the City, and its officers, employees, and agents, from and against all claims, damages, losses, and expenses, including reasonable attorney fees, arising out of or resulting from the Ski Club's performance or failure to perform its obligations under this Agreement; but only to the extent caused in whole or in part by the negligent acts, errors, or omissions, of the Ski Club, or its agents, officers, employees, or volunteers. The Ski Club agrees this indemnity obligation shall survive the completion or termination of this Agreement.

VII. Members.

The Ski Club members, David Larson and Ed Jones, as may change from time to time, are the current persons responsible for the grooming and maintenance of the cross-country ski trails as noted herein.

In Witness Whereof, the parties hereto have caused this agreement to be duly executed.

City of Cambridge

BY: _____
Jim A Godfrey, Mayor

ATTEST: _____
Evan C. Vogel, City Administrator

Date: _____

BY: _____

ATTEST: _____

Date: _____

Rum River Cross-Country Ski Club



Cross-Country Skiing Trails in Spirit River Nature Area
 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, tracking, 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.

Prepared By: Evan C Vogel, City Administrator

Background:

Unfortunately, it was brought to my attention that per the statutory requirements laid out in MN Stat 331A.02 the County News Review does not meet the requirements for a legal newspaper for the City of Cambridge. We received one other bid at the time of posting, which is attached.

Recommendation:

Make a motion to remove the County News Review as the City's legal newspaper, and instead designate the Isanti-Chisago County Star.

Enclosed:

Isanti-Chisago County Star Proposal

December 7, 2021

Evan C Vogel
City Administrator
300 Third Avenue N.E.
Cambridge, MN 55008

Dear Mr. Vogel,

Please accept our 2022 bid for the official newspaper designation for the city of Cambridge to remain the legal newspaper for the city of Cambridge.

The *Isanti/Chisago County Star* meets all of the requirements of a legal newspaper for the city of Cambridge as set forth in MN Statute 331A.02. The *Star* is distributed free weekly to 9,754 households including 3,871 in the Cambridge zip code.

Our bid is \$2.10 per column inch with a 7 point type and 9 lines per inch which equates to the index figure of .1830. This is a slight increase from 2021 but the cost of paper and other materials to produce the *Star* have increased greatly over the last year. We post all legal notices to our website: www.Isanti-chisagocountystar.com., at no additional charge and free to all viewers.

We would prefer legal notices emailed to starlegals@countystar.com. Our deadline is noon on Mondays for Thursday publication.

Thank you for the opportunity to bid to remain the official newspaper for the city of Cambridge. We regularly attend your council meetings and have a long history of serving the residents of the city. If you have any questions, please feel free to contact me.

Sincerely,



Jeff Andres
Group Publisher
Isanti-Chisago County Star
Northstar Media, Inc.

2021 LEGAL NEWSPAPER PUBLICATION REQUEST FOR PROPOSAL RESPONSE PAGE

No RFP will be considered without the following filled in completely:

Publishing of legal information described and defined in MS§ 331A.01, including public notices, proceedings of meetings, city financial statement and city budget will be done at the following price:

INDEX PRICE: .1830

(Index Formula for Determining Newspaper RFP's developed by the Minnesota Newspaper Association must be calculated)

Column Inch Price: \$2.10

Font type and size and spacing for inch pricing: Helvetica 7 point type, 8 point leading

Submitted for: Isanti-Chisago County Star
(Newspaper Name)

By submitting this RFP, I am hereby swearing and attesting that our paper:

- Is printed in English, in a newspaper format, and in a column and sheet form equivalent in printed space to at least 1,000 square inches.
- Is distributed at least twice a month with respect to the publishing of government public notices.
- Contains in at least half of the issues each year, no more than 75 percent of its printed space comprised of advertising material and paid public notice.
- Contains within all of its issues each year, 25 percent (if published more often than weekly) or 50 percent (if published weekly) of its news columns must be devoted to news of local interest to the community it serves.
- Does not have more than 25 percent of its total non-advertising column inches in any issue wholly duplicate any other publication, unless the duplicated material is from a general news service.
- Is circulated in the local political subdivision which it purports to serve, and either have at least 500 copies regularly delivered to paying subscribers that reside within the City of Cambridge's municipal boundary or have at least 500 copies regularly distributed without charge to local residents within the municipal boundaries of the City of Cambridge.

- Our known office of issue is established in either the county in which it lies (in whole or in part), in the city that the newspaper purports to serve, or in an adjoining county.
- Files a copy of each newspaper issue immediately with the state historical society.
- Is made available at single or subscription prices to any person or entity requesting the newspaper and making the applicable payment, or is distributed without charge to local residents.
- Has complied with all of the above requirements for at least one year immediately preceding the date of the notice of publication.
- Has published a sworn U.S. Post Office periodicals-class statement of ownership and circulation. This must be done between Sept. 1 and Dec. 31 of each year. As an alternative, the newspaper may publish a statement of ownership and circulation verified by a recognized independent circulation auditing agency covering a period of not less than one year, ending no earlier than the June 30 preceding the publication deadline. **(YOU MUST ATTACH A COPY OF THIS DOCUMENTATION TO THE RFP.)**
- Has submitted a filing to the Secretary of State containing the newspaper's name, address of its known office of issue, telephone number, and a statement that the newspaper has complied with all of the above requirements. The filing must be made after the publication but before Dec. 31 **(YOU MUST ATTACH A COPY OF THIS DOCUMENTATION TO THE RFP.)**
- Will publish all public hearing notices on the paper's official website at no additional cost to the City and on webpage that does not require a subscription to access the public hearing notices or public information.

By: _____



Date: 12/7/2021

Printed Name: Jeff Andres, Publisher



NORTHSTAR MEDIA, INC.
930 Cleveland St. S.
Cambridge, MN 55008
(763) 689-1181; (763) 689-1185 (Fax)
www.countystar.com

PUBLICATION DESCRIPTION:

Isanti-Chisago County Star is a publication that is distributed locally. It covers local news including community events, entertainment, sports, business, real estate, and classifieds.

VERIFICATION OF DISTRIBUTION, PRINTING AND INTERNAL RECORDS:

Verification of distribution is conducted by appropriate survey methodology(s). An audit of internal records is conducted by a professional circulation auditor in conformity with accepted circulation auditing procedures, prior to Verified's issuance of an initial audit report and annually thereafter. This audit of internal records includes a review of source printing, distribution and subscription records as well as supporting financial documents. Please see the following pages for additional details.

WEEKLY CIRCULATION: TWELVE MONTH AVERAGE

| | ISANTI-STAR THURSDAY | CHISAGO-STAR THURSDAY | COMBINED THURSDAY |
|------------------------------------|-------------------------|--------------------------|----------------------|
| FREE CIRCULATION | | | |
| CARRIER | 7,509 | 2,132 | 9,641 |
| TARGET | 474 | 301 | 775 |
| TOTAL FREE | 7,983 | 2,433 | 10,416 |
| TOTAL QUALIFIED CIRCULATION | 7,983 | 2,433 | 10,416 |
| AVERAGE PRESS RUN | 8,100 | 2,506 | 10,606 |
| PRESS RUN AS OF 06/24/2021 | 8,100 | 1,640 | 9,740 |

QUALIFIED CIRCULATION HISTORY

| | ISANTI-STAR | CHISAGO-STAR | COMBINED |
|---------------------------------|-------------|--------------|----------|
| 3 MONTHS ENDING JUNE, 2021 | 8,004 | 1,589 | 9,593 |
| 3 MONTHS ENDING MARCH, 2021 | 7,978 | 1,594 | 9,572 |
| 3 MONTHS ENDING DECEMBER, 2020 | 7,971 | 1,547 | 9,518 |
| 3 MONTHS ENDING SEPTEMBER, 2020 | 7,982 | 5,008 | 12,990 |
| 12 MONTHS ENDING JUNE, 2020 | 8,029 | 5,012 | 13,041 |
| 12 MONTHS ENDING JUNE, 2019 | 8,024 | 5,007 | 13,031 |

City of Isanti

| | |
|-------|------|
| Rt A | 95 |
| Rt B | 130 |
| Rt 59 | 320 |
| Rt 3 | 900 |
| Rt 4 | 275 |
| Rt 5 | 150 |
| Drops | 15 |
| <hr/> | |
| | 1885 |

City of Cambridge

| | |
|----------|------|
| Rt A | 124 |
| Rt B | 91 |
| Rt C | 140 |
| Rt D | 125 |
| Rt E | 180 |
| Rt F | 140 |
| Rt G | 110 |
| Rt H | 100 |
| Rt J | 136 |
| Rt L | 85 |
| Rt 59 | 200 |
| Rt 69 | 150 |
| Rt 1 | 150 |
| Rt 2 & 4 | 200 |
| Rt 3 | 1650 |
| Drops | 290 |
| <hr/> | |
| | 3871 |

County of Isanti

| | |
|------------|------|
| Camb Rts | 4884 |
| Isanti Rts | 2625 |
| Drops | 580 |
| <hr/> | |
| | 8089 |

County of Chicago

| | |
|--------|------|
| NB Rts | 1250 |
| <hr/> | |
| Drops | 415 |
| | 1665 |

City of NB

| | |
|--------|------|
| Nb Rts | 1250 |
| Drops | 275 |
| <hr/> | |
| | 1525 |

Cambridge School

| | |
|------------|------|
| Camb Rts | 4884 |
| Isanti Rts | 2625 |
| <hr/> | |
| Drops | 365 |
| | 7874 |

NB School

| | |
|--------|------|
| NB Rts | 1250 |
| <hr/> | |
| Drops | 325 |
| | 1575 |

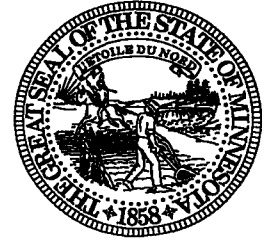
Total 9754



Office of the Minnesota Secretary of State

Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02



Must be filed between September 1 and December 31, each year

Filing Fee: \$25.00

Please read the instructions before completing this form.

1. Current Name and Known Office of Issue Address of Newspaper:

Isanti-Chisago County Star
930 S Cleveland Str
Cambridge, MN 55008

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

OCT 11 2021

Steve Pinner
Secretary of State

CA

2. **IF CHANGED**, list the new name and/or address of known office of issue:

Name of Newspaper: _____

Street Address: _____
(Must be a complete street address or rural route and rural route box number)

City: _____ State: MN Zip Code: _____

3. County of Known Office of Issue: (Required) Isanti

4. Legal Newspaper Phone Number: (Required) 763-689-1181
(Area Code) Phone Number

5. Name and daytime phone number of contact person:

Lily Hughes 763-689-1181
Contact Name Daytime Phone Number

6. Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

E-Mail Address: Starlegals@countystar.com

7. This legal newspaper certifies that it has complied with all of the requirements of Minnesota Statutes, section 331A.02.

8. I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

Lily Hughes 9/3/21
Signature of Authorized Representative (Required) Date

Prepared By: Evan C Vogel, City Administrator

Background:

On November 1, 2021 City Council approved proceeding with a series of property deals wherein the City would acquire a parcel of land on the west side of town, previously owned by ARCC, and would subsequently sell the property to Kwik Trip. Kwik Trip, in turn, would agree to build a convenience store in 2023, and pay for half of the cost to extend 2nd avenue from County Road 70 to the edge of the parcel owned by Pat Kelly.

The first transaction between the City and State is not yet complete, but the state has accepted that the City is asserting its first right of refusal on the subject property. The attached purchase agreement provides time, and flexibility for the City to finish working with the state, and close later this year. It contains a clause that the convenience store will be build no later than 2024, and in discussions with Kwik Trip this store is currently included in the 2023 construction schedule.

Alignment with Strategic Planning and City Goals:

This agreement will serve to accomplish two very large goals for the City Council. The first, it is exactly in line with the intended use of the redevelopment fund. This transaction will expand the City tax base, and provide additional development opportunities in the future. The second, the City will have taken control of its own future, and ensured that a convenience store will be built on the west side of town, which is a frequent request of City residents.

It also fits in line with the following items listed in the strategic plan:

1. Core Strategy 3: Connect opportunities to facilitate thriving commercial and industrial sectors
2. Core Strategy 7: Provide diverse amenities for a high quality of life

Recommendation:

Approve the attached purchase agreement between the City of Cambridge and Kwik Trip.

Enclosed:

Purchase Agreement between the City of Cambridge and Kwik Trip

OFFER TO PURCHASE

Kwik Trip, Inc., a Wisconsin corporation, with offices located at 1626 Oak Street, La Crosse, Wisconsin 54603 or its assigns ("Buyer") offers to purchase from the City of Cambridge, Minnesota, a Minnesota municipal corporation, with offices located at 300 3rd Avenue NE, Cambridge, Minnesota 55008 ("Seller") an unassigned parcel of property located on Spirit River Drive South, Cambridge, Minnesota (Parcel No. 15.031.0201 ("Parcel")), as generally described and depicted on attached Exhibit A (the legal description of which shall be verified by an ALTA survey to be commissioned by Buyer), together with buildings, improvements, easements, access rights, and privileges appurtenant thereto, and rights, title and interest in and to any land lying in the bed of any adjoining road or alley ("Property"), on the following terms and conditions.

Earnest money of Ten Thousand and 00/100 Dollars (\$10,000.00) shall be tendered within ten (10) days from acceptance of this Offer. All earnest money paid shall be held in the trust account of Tri-County Abstract and Title Guaranty, 122 12th Avenue, St. Cloud, Minnesota 56303 ("Title Company") and shall be applied toward payment of the purchase price. If this Offer is not accepted on or before January 12, 2022, this Offer shall become null and void.

Upon acceptance of this Offer by Seller and Buyer, this Offer shall constitute an agreement for the purchase and sale of the Property ("Agreement") on the following terms and conditions:

1. PURCHASE AND SALE OF PROPERTY.

1.1 Property. Seller will validly sell and deliver to Buyer, by special warranty deed, free and clear of all defects, liens and encumbrances, and Buyer will accept and acquire at Closing, the Property.

1.2 Purchase Price for Property.

(a) Amount and Payment. The purchase price for the Property shall be One Million Three Hundred Thousand and 00/100 Dollars (\$1,300,000.00) ("Purchase Price"), which shall be payable, less earnest money and other closing adjustments, at Closing via wire transfer.

(b) Closing Adjustments.

- (i) Real estate taxes shall be prorated as of the Closing Date. ; and
- (ii) All utility charges, if any, for the Property shall be metered as of the Closing Date and paid by Seller on or immediately after the Closing Date without the requirement of proration. Utility charges which cannot be so metered shall be prorated on the basis of the last period for which a statement is available.

1.3. Personal Property. There is no personal property included in the sale. Seller shall remove all personal property from the Property prior to the Closing Date.

2. NO ASSUMPTION OF LIABILITIES. BUYER DOES NOT ASSUME AND SHALL NOT BE LIABLE FOR ANY OF SELLER'S OBLIGATIONS OR LIABILITIES OF ANY NATURE WHATSOEVER, AND THE SAME SHALL CONTINUE TO BE THE RESPONSIBILITY OF SELLER.

3. WARRANTIES OF SELLER. Seller warrants to Buyer and agrees that:

3.1 Compliance. Seller will comply with all applicable laws as may be required for the valid and effective transfer of the Property to Buyer.

3.2 Absence of Consents, Liabilities and Litigation. There is no lease, agreement, mortgage, financing statement, security agreement or other instrument to which Seller is a party and by which the Property is subject or bound. There is no liability, order, judgment, stipulation, consent decree or obligation of any kind whatsoever to which the Property will be subject following consummation of the transactions contemplated hereby. There is no legal proceeding or investigation pending or threatened against Seller or the Property, which could materially and adversely affect it, nor has Seller committed any act which could give rise to any such legal proceeding or investigation.

3.3 Property.

(a) Title. Seller will have, as of the Closing Date, good and marketable title to and undisputed possession of the Property. Seller's title will be as of Closing Date free and clear of all defects, liens, and encumbrances not approved by Buyer in writing.

(b) Acquisition of Property/Public Roadway By Seller. Seller discloses to Buyer and Buyer acknowledges that Seller has a right of first refusal ("ROFR") with the State of Minnesota ("State") to acquire the Property. Seller shall exercise the ROFR to acquire the Property, as well as additional land for the new public roadway as depicted on attached Exhibit B ("Public Roadway"). Seller shall provide to Buyer a copy of the recorded deed conveying the Property and the Public Roadway from the State to Seller no later than ninety (90) days from acceptance of this Offer.

(c) Quantity. The Property consists of approximately 5.25 acres, all of which is located outside of adjacent streets.

(d) Condition. There are no underground storage tanks or wells located on the Property. There is no solid waste located on the Property. All necessary sanitary disposal systems for the buildings currently on the Property are situated within the boundary lines of the Property.

(e) Matters Affecting the Property. Seller has no notice or knowledge of: (i) actions, corrective actions, special proceedings, bankruptcies or probate proceedings affecting the Property; (ii) any planned or commenced public improvements which may result in special assessments or otherwise materially affect the Property; (iii) any order requiring any repairs to or corrections of any existing conditions of the Property; (iv) any violation of any subdivision, land use, zoning, building or environmental laws or governmental requirements affecting the Property or the ownership, occupancy or use thereof or the proposed use and development of the Property thereof by Buyer; (v) any planned or pending condemnation with respect to the Property or any part thereof; or (vi) any spill, overfill, release or leak incident from any underground storage tank impacting or which may impact the Property and/or adjacent ground water. No structures situated on adjacent properties encroach onto the Property. A right of access exists to, and the Property extends to the street line of all adjacent streets. Adequate governmental authority exists to maintain the access to public streets currently existing from the Property. All bills and charges for work, labor and services rendered and materials furnished in the improvement of the Property have been paid and no person or entity has filed or has a right to file a mechanic's lien therefor. The Property is not located within a flood plain. Seller has no notice or knowledge of any accumulation in or about the Property and adjacent groundwater of: (i) petroleum, PCBs, asbestos, urea formaldehyde or any hazardous waste or toxic, pollutant, contaminant or other substance regulated by any state or federal statute including the Solid Waste Disposal Act, as amended, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended (42 U.S.C. Section 9601), the Resource Conservation and Recovery Act (42 U.S.C. Sec. 6901) or the Toxic Substance Control Act (15 U.S.C. Sec. 2604) or by any other statute, rule, regulation or order of any governmental agency having jurisdiction over the control of such substances or wastes; or (ii) other substances of public health concern.

4. CLOSING DATE. Closing shall take place one hundred eighty (180) days from Buyer's receipt of the ALTA survey as set out in Section 5.3 herein, or at such other time as shall be mutually agreed upon. The date and event of closing are, respectively, herein referred to as "Closing Date" and "Closing". Closing shall be held via mail through the Title Company or such other place as shall be mutually agreed upon.

5. COVENANTS OF SELLER.

5.1 Conduct Pending Closing Date. Seller agrees to provide Buyer with full access to examine the Property. Seller shall furnish Buyer with copies of all deeds, restrictive covenants, easements, financing statements, lis pendens, leases, agreements, mortgages, security agreements or other instruments to which Seller is a party and/or by which the Property is subject or bound. Seller shall advise Buyer fully as to any agreements, leases or tenancies not in writing affecting the Property. Pending Closing, Seller agrees to cooperate with Buyer in obtaining the permits, approvals and licenses necessary for Buyer's ownership and operation of the Property.

5.2 Title Insurance. Buyer shall obtain a commitment to issue an ALTA Form 2016 owner's title insurance policy in the amount of the Purchase Price ("Title Commitment"). All expense incurred in obtaining the Title Commitment and in paying the premium charge for the final title policy shall be paid by Buyer. Such Title Commitment shall show good and marketable

title to the Property in Seller subject only to exceptions or encumbrances acceptable to Buyer. Should Buyer notify Seller in writing of any title matters (exceptions to title or exclusions from title) not acceptable to Buyer ("Title Defect"), Seller shall utilize its best efforts to correct such Title Defect(s). Seller shall have thirty (30) days from delivery of Buyer's notice to have such Title Defect(s) removed from the Title Commitment and/or to have the Title Company commit to insure against any loss or damage which may arise or result from such Title Defect(s), and in such event, Closing shall be forty-five (45) days after delivery of Buyer's notice or the Closing Date, whichever is later. If Seller is unable to correct such Title Defect(s) within the appropriate thirty (30) day period, Buyer may: (i) terminate this Agreement by written notice to Seller, and in such event, receive a refund of its earnest money; or (ii) waive any defect in title, and in such event, proceed to closing the transaction contemplated by this Agreement.

5.3 Survey; Certification.

(a) Seller will provide Buyer with all surveys of the Property in its possession. Upon Buyer's receipt of the Preliminary Subdivision/Replat (as set out in Section 6.7 herein), Buyer shall obtain an updated survey of the Property, and Seller agrees to cooperate with Buyer in obtaining such survey. All expenses incurred in obtaining such survey shall be paid by Buyer. Such survey shall be prepared in accordance with the Minimum Standard Detail Requirements for Land Title Surveys as adopted by the American Land Title Association and the National Society of Professional Surveyors effective February 23, 2021, and shall include a proper and complete legal description of such Property and shall show: (i) external boundaries of such Property and the length and direction of each dimension; (ii) access to and names of the nearest or adjacent public roads; (iii) the locations of all recorded easements; (iv) the locations of any flood plains; (v) the legal description and street address of such Property and the number of square feet within such property; (vi) setback requirements; (vii) physical encroachments onto such Property and from such Property onto adjacent property; (viii) the locations of monuments at corners; (ix) the locations of all improvements; (x) the locations of all utilities and if they have not been extended to the boundary of such Property, the nearest point from which they could be extended to such Property; (xi) the locations of all concrete pads, stand pipes, vent pipes and filler pipes; (xii) the topography of the Property at two foot intervals; and (xiii) other information necessary or required by the Title Company to remove the "survey" exception in the Title Commitment;

(b) The survey described above shall contain a certification by the surveyor to Buyer and all those who may purchase, take a mortgage on or insure title to the Property described therein within one (1) year from the date of said survey that (i) the information, courses, and distances shown are correct, (ii) the title lines and lines of actual possession are the same, (iii) the size, location and type of buildings and improvements are as shown and all are within the boundary lines and applicable setback lines of such Property, (iv) there are no violations of zoning ordinances or restrictions with reference to the location, size or height of said buildings and improvements, (v) there are no easements or uses affecting such Property appearing from a careful inspection of the same, other than as shown on the commitment of title insurance described in Section 5.2 hereof and depicted thereon, (vi) there are no encroachments affecting such Property except as shown on the survey, and (vii) no part of such Property lies within a flood zone designation (with proper annotation based on federal Flood Insurance Rate Maps or the state or local equivalent, by scaled map location and graphic plotting only).

5.4 Transfer Fees. Seller shall be responsible for and shall pay all state transfer fees and/or deed taxes imposed with respect to the transfer of the Property to Buyer.

5.5 Nonforeign Affidavit. Seller shall deliver to the Title Company, at Closing, Seller's affidavit that Seller is not a foreign person, foreign corporation, foreign partnership, foreign trust or foreign estate (as those terms are defined in and in accordance with the Internal Revenue Code of 1986, as amended, and the applicable regulations promulgated thereunder).

5.6 Further Instruments. On Closing Date, or thereafter if necessary, Seller shall, without cost or expense to Buyer, execute and deliver to or cause to be executed and delivered to the Title Company such further instruments of transfer and conveyance as Buyer may reasonably request, and take such other action as Buyer may reasonably require to carry out more effectively the sale and transfer of the Property contemplated by this Agreement and to protect the right, title and interest of Buyer in and enjoyment by Buyer of the Property.

6. MUTUAL COVENANTS AND WARRANTIES.

6.1 Special Assessments. Special assessments, if any, for work on the site of the Property commenced and any areawide assessments or charges for work plans adopted prior to or on Closing Date shall be paid by Seller. Special assessments, if any, for work on such site of the Property commenced after Closing Date, shall be paid by Buyer. Seller shall pay any agricultural penalty/back taxes on the Property which are due and payable through the Closing Date.

6.2 Eminent Domain. If all or any portion of the Property or points of access thereto are condemned by public or quasi-public authority prior to Closing, Seller immediately shall notify Buyer thereof and of the portion of the Property which shall have been condemned. Buyer may, in its sole discretion, terminate this Agreement without any liability by written notice to Seller within fifteen (15) days following notice of such condemnation.

6.3 Binding Obligation. Seller warrants to Buyer and Buyer warrants to Seller that this Agreement constitutes its valid and legally binding obligation enforceable against it in accordance with the provisions hereof.

6.4 Zoning. If the Property is not zoned for retail business use at the time of Seller's acceptance of the Offer, Buyer will after such acceptance, file an application to have the Property so zoned. All reasonable expense incurred in filing and processing such application for rezoning shall be paid by Buyer.

6.5 Specific Performance. Buyer shall have the right to specific performance, upon tender of payment by Buyer, of each of the agreements and obligations of Seller to be performed hereunder by Seller, in addition to all other remedies Buyer may have at law or in equity.

6.6 Property Testing. Buyer, at Buyer's expense, may enter upon the Property to conduct such tests and make such examinations, including soil, boring and environmental tests, as Buyer deems necessary. In the event the results of tests or examinations conducted by Buyer

or Buyer's representative(s) do not verify that there is no accumulation in or about the Property or adjacent groundwater of petroleum, PCBs or any hazardous waste or toxic pollutant, contaminant or other substance regulated by any state or federal statute including Solid Waste Disposal Act, as amended, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended (42 U.S.C. Sec. 9601), the Resource Conservation and Recovery Act (42 U.S.C. Sec. 6901) or the Toxic Substance Control Act (15 U.S.C. Sec. 2604) or by any other statute, rule, regulation or order of any governmental agency having jurisdiction over the control of such substances or wastes, or other substances of public health concern, or if Seller acknowledges that the Property is contaminated by any such waste or substances, Buyer may in its sole discretion, terminate this Agreement.

6.7 Subdivision/Replat of Parcel and Public Roadway Parcel. Buyer shall, at Buyer's sole cost and expense, commission the subdivision and re-plat of the Parcel, as well as the parcel of property containing the Public Roadway ("Subdivision/Replat"), which shall create the legal description for the Property, as well as the legal description for the Public Roadway ("Subdivision/Replat"). The Subdivision/Replat shall be finalized no later than the Contingency Date; and the Subdivision/Replat shall be recorded by Seller no later than ten (10) days after the Contingency Date ("Recorded Subdivision/Replat").

6.8 Development Agreement. On or before the Contingency Date, Seller and Buyer shall enter into a mutually agreeable Development Agreement related to the Public Roadway, which shall include, but not be limited to, the following agreements:

Buyer's agreement to design and construct the Public Roadway, along with extending the utilities ("Public Roadway Construction and Utilities");

Buyer and Seller shall equally share in all costs related to the Public Roadway Construction and Utilities.

The fully signed Development Agreement shall be deposited with the Title Company on or before the Closing Date.

7. TERMINATION OF AGREEMENT.

7.1 Causes. This Agreement, unless sooner terminated in accordance with the provisions hereof, may be terminated prior to Closing by:

- (a) mutual consent of the parties;
- (b) written notice from Buyer to Seller, if there has been a material misrepresentation or breach by Seller in the warranties or covenants of Seller set forth herein, or if any of the conditions set forth herein have not been satisfied or waived by Buyer in writing or Closing has not occurred by the Closing Date or the date of such notice, whichever is later; or
- (c) written notice from Seller to Buyer if there has been a material misrepresentation or breach by Buyer in the warranties or covenants of Buyer set forth herein.

7.2 Effect of Termination. If this Agreement is terminated in accordance with the provisions hereof, all earnest money paid hereunder shall be immediately paid or returned to Buyer. In the event of a wrongful termination of this Agreement by Buyer, all earnest money paid hereunder shall be paid to or retained by Seller as liquidated damages and as Seller's sole remedy.

7.3 Right to Proceed. If any of the conditions set forth herein have not been satisfied, Buyer may waive its rights to have such conditions satisfied and may proceed with the transactions contemplated hereby.

8. CONDITIONS. Each of the agreements and obligations of Buyer to be performed hereunder by Buyer are conditional on the satisfaction of the following conditions:

8.1 Acts to be Performed. Each of the agreements and obligations of Seller to be performed hereunder by Seller on or before the Closing Date shall have been duly performed.

8.2 Absence of Changes and Litigation. There shall have been no material adverse change in the Property, and there shall not have been any occurrence, event, or set of circumstances, which might reasonably be expected to result in any such material adverse change before or after Closing Date. There shall be no proceeding or investigation pending or threatened against Seller or Buyer or affecting the Property which, in the reasonable judgment of Buyer, would make the consummation of the transactions contemplated by this Agreement inadvisable.

8.3 Rezoning; Permits/Licenses; Curb Cuts; Easements. Within one hundred fifty (150) days from Buyer's receipt of the ALTA survey as set out in Section 5.3 herein ("Contingency Date"), Buyer shall have obtained on terms reasonably satisfactory to Buyer: (i) any rezoning of the Property for retail business use as a convenience store/fueling station and car wash and plat or replat approval in connection therewith; (ii) all permits, licenses, variances or approvals necessary for the lawful construction, operation and use of the Property as a convenience store/fueling station and car wash and reasonable access thereto; (iii) any curb cuts necessary for adequate access to all adjacent streets; (iv) all easements for utilities, services and access necessary for the construction, operation, and use of the Property for a convenience store/fueling station and car wash; (v) all utilities or services necessary for the construction, operation and use of the Property as a convenience store/fueling station and car wash; and (vi) determination within Buyer's sole discretion, that the Property is economically viable for Buyer's intended development and use of the Property.

8.4 Due Diligence; Survey; Site Investigation. On or before the Contingency Date, Buyer shall have obtained: (i) a satisfactory outcome to its due diligence investigation with respect to the Property; (ii) a satisfactory survey and site investigation verifying Seller's warranties with respect to the Property; (iii) a satisfactory outcome to its soil, boring and environmental testing; and (iv) satisfactory evidence that the Property and the contemplated operation and use of the Property by Buyer as a convenience store/fueling station and car wash complies with all applicable laws.

8.5 Instruments of Transfer. At least seven (7) days prior to Closing, Seller shall have delivered to Buyer for review and approval, drafts of such instrument or instruments of transfer and conveyance regarding the Property of the nature hereinbefore specified. Once reviewed and approved by Buyer, all original signed documents shall be deposited with the Title Company to be held in trust until the Closing Date.

8.6 Survey. On or before the Contingency Date, Buyer shall have reviewed and approved of the survey as described in Section 5.3 hereof, which shall show, to the complete satisfaction of Buyer, with respect to the Property that: (i) there are no violations of zoning ordinances or any other restrictions with reference to the size, height or location of the buildings and other improvements located on the Property, including those to be constructed by Buyer; (ii) there are no easements, recorded or apparent, or other uses which adversely affect the Property or Buyer's use thereof; (iii) there are no encroachments onto the Property or of improvements on the Property onto adjoining land; (iv) the Property does not lie within a flood or lakeshore erosion hazard area as shown on any map published by the Federal Emergency Management Agency, the U.S. Department of Housing and Urban Development or the Department of Natural Resources; (v) the Property is adequate, within Buyer's sole discretion, for its construction, operation and use as a Kwik Trip convenience store/fueling station and car wash; and (vi) no other condition exists which would unreasonably interfere with or restrict Buyer's use of the Property for the purposes for which it was intended or delay Buyer's development of the Property. Any nonconformity herewith shall be deemed a Title Defect as defined herein.

8.7 Title Commitment. On or before the Closing Date, Buyer shall have received and approved the Title Commitment referred to in Section 5.2 hereof.

8.8 Acquisition of Property. No later than ninety (90) days from acceptance of this Offer, Seller shall have waived the ROFR, acquired the Property and the Public Roadway; and Seller shall have provided to Buyer a copy of the recorded deed from the State to Seller evidencing the conveyance of Property and Public Roadway to Seller.

8.9 Subdivision/Replat of Parcel. Buyer shall have finalized the preliminary Subdivision/Replat as set out in Section 6.7 herein on or before the Contingency Date. No later than ten (10) days after the Contingency Date, Seller shall have provided to Buyer the Recorded Subdivision/Replat.

8.10 Development Agreement. On or before the Contingency Date, the Development Agreement, as set out in Section 6.8 herein, shall have been agreed upon between Seller and Buyer. The fully signed Development Agreement shall have been deposited with the Title Company on or before the Closing Date.

8.11 Personal Property. On or before the Closing Date, Seller shall have removed all personal property from the Property.

Buyer may acknowledge satisfaction or waiver of any of the foregoing conditions, only by delivering written notice of satisfaction or waiver to Seller on or before the Contingency Date. If Buyer does not acknowledge in writing the satisfaction of one or more of the foregoing conditions (or otherwise waive the same in writing) on or before the Contingency Date, then this Agreement shall automatically be deemed to be null and void, without action required of either party, the Earnest Money (and all interest) shall be returned to Buyer, and Buyer and Seller shall thereafter be released from any liability or obligation hereunder.

Notwithstanding anything contained herein to the contrary, it shall be a condition of Buyer's obligation to close this transaction that (i) the representations and warranties made by Seller in Section 5 shall be correct as of the Closing Date with the same force and effect as if such representations were made at such time; (ii) Seller shall have complied with all of the terms and conditions contained in this Agreement; and (iii) the status and marketability of title shall have been established to Buyer's satisfaction in accordance with this Agreement.

9. **NOTICES.** Any notice required or permitted hereunder shall be in writing and shall be considered delivered in all respects when it has been delivered by hand or mailed via UPS Overnight Mail to Buyer or to Seller at their respective address first above written, or electronically via e-mail to Seller at mwestover@ci.cambridge.mn.us or to Buyer at STeigen@kwiktrip.com with a copy to JLong@kwiktrip.com.

10. **BROKERAGE.** Seller and Buyer respectively warrant to each other that no person provided services as a broker or finder with respect to the transaction contemplated hereby.

11. **MISCELLANEOUS.** This Agreement contains the entire agreement between the parties with respect to the transactions contemplated herein, and shall be binding upon the parties and their respective heirs, successors and assigns. There are no agreements or understandings between the parties other than those set forth herein or in a written instrument executed simultaneously herewith. This Agreement may be amended and any of the provisions hereof may be waived, only by a written instrument executed on behalf of all of the parties or, in the case of a waiver, by the party waiving compliance. The failure of any party at any time or times to require performance of any provision of this Agreement shall in no manner affect the right to enforce that provision or any other provision hereof at any time thereafter. Time is deemed to be of the essence with respect to all of the provisions hereof.

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Executed as of DECEMBER 30, 2021.

BUYER:
KWIK TRIP, INC.

By: 
JEFFREY W. KOBER

Its: CFO, VICE PRESIDENT & TREASURER

Accepted as of _____, 2021, and Seller acknowledges that upon such acceptance this Offer shall constitute an agreement for the purchase and sale of the Property on the foregoing terms and conditions.

SELLER:
CITY OF CAMBRIDGE, MINNESOTA

By: _____

Its: _____

EXHIBIT A
PROPERTY

An unassigned parcel of property
located on Spirit River Drive South
Cambridge, Minnesota

(Parcel No. 15.031.0201 ("Parcel"))

See attached depiction related to the Property

[Seller shall provide to Buyer within twenty (10) days from acceptance of this Offer, a complete legal description of the Parcel]

Exhibit A

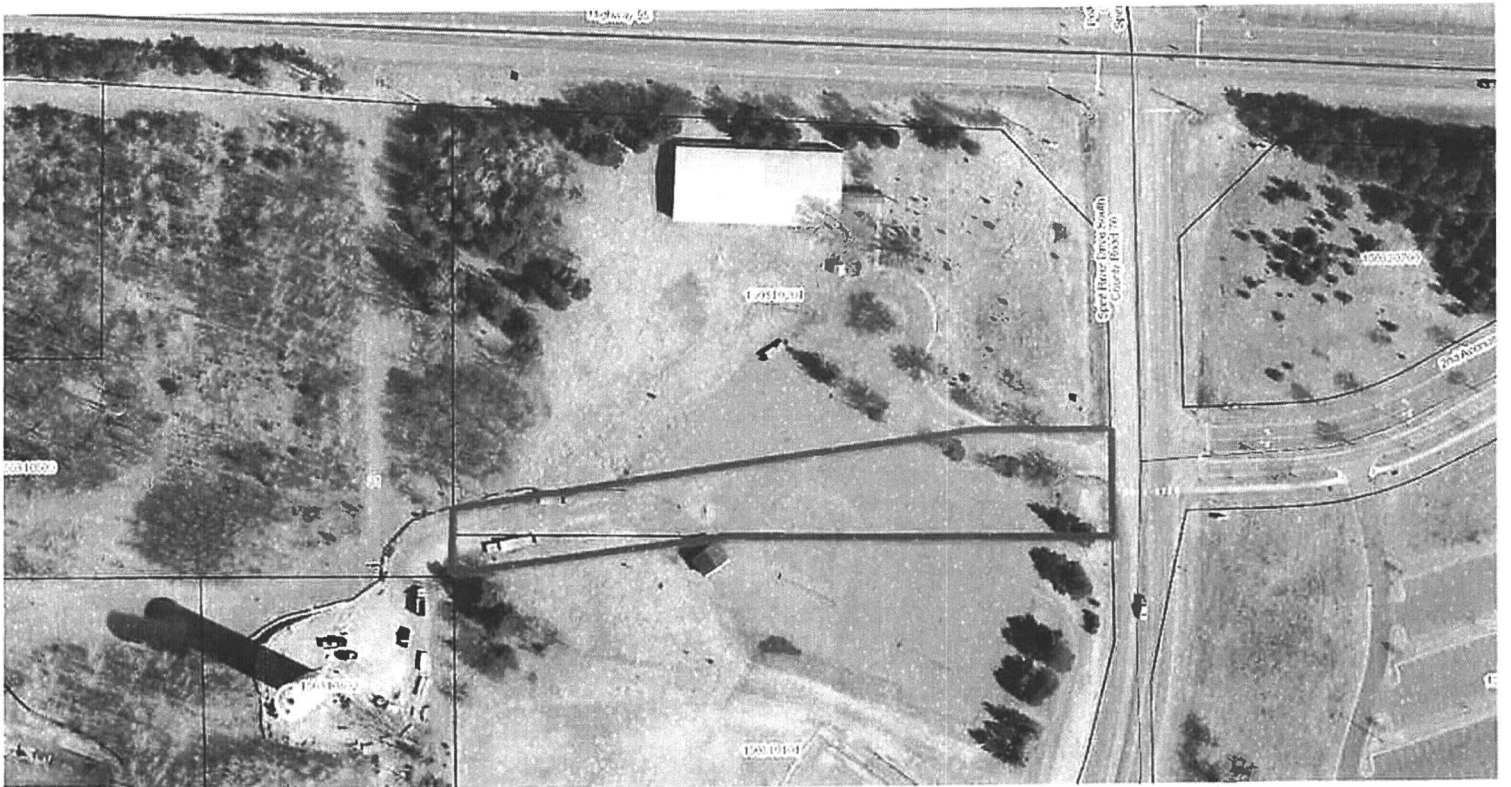


EXHIBIT B
PUBLIC ROADWAY

See attached depiction related to the Public Roadway

[Seller shall provide to Buyer within twenty (10) days from acceptance of this Offer, a complete legal description of the Public Roadway Parcel]

Exhibit B



Resolution No. R22-007

A RESOLUTION SUPPORTING HOUSING AND LOCAL DECISION-MAKING AUTHORITY

WHEREAS, local elected decision-makers are in the best position to determine the health, safety, and welfare regulations that best serve the unique needs of their constituents; and

WHEREAS, zoning regulation is an important planning tool that benefits communities economically and socially, improves health and wellness, and helps conserve the environment; and

WHEREAS, local zoning regulation allows communities to plan for the use of land transparently, involving residents through public engagement; and

WHEREAS, cities across the state are keenly aware of the distinct housing challenges facing their communities and they target those local housing challenges with available tools; and

WHEREAS, multiple bills restricting local decision-making related to housing have been introduced in the 2021-2022 biennium.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMBRIDGE that this Council supports local decision-making authority and opposes legislation that restricts the ability for local elected officials to respond to the needs of their communities.

LET IT ALSO BE RESOLVED, that this Council supports housing policy that advances solutions to support full housing spectrum solutions, local innovation, incentives instead of mandates, and community-specific solutions throughout Minnesota.

ADOPTED by the Cambridge City Council this 7th day of February, 2022.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator