

Cambridge City Council Meeting Announcement and Agenda

February 6, 2023 6:00 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
6:00 pm	1. Call to Order
	2. Pledge of Allegiance
6:03 pm	3. Approval of Agenda
6:05 pm	4. Consent Agenda
	A. Approval of Regular City Council Meeting Minutes for January 17, 2023 and the City Council Visionary Session for January 20, 2023 (p. 3)
	B. Draft December 2022 Financial Statements (p. 13)
	C. Renewal of Service Agreement and Operational Framework Contact with Bismarck Map Company (p. 84)
	D. Resolution R23-003 Accept Restricted Donations for Winter Festival (p. 92)
	E. Resolution R23-004 Approve 2022 Inter-Fund Transfers (p. 94)
	F. Resolution R23-005 Amending the 2022 General Fund Budget (p. 97)
	G. Resolution R23-006 Amending the 2022 Airport Special Revenue Fund Budget (p. 100)
	H. Resolution R23-007 Amending 2023 General Fund Budget (p. 103)
	I. Approve Request for Proposal-Classification and Compensation Study (p. 106)
	J. Resolution R23-008 Certifying Delinquent Amount to Tax Roll (p. 115)
	K. Approve All City Collective-Bargaining Contracts for 2023-2025 (handout)
	L. Public Works Purchase of a 2012 Ford F550 Altec Bucket Truck (p. 117)
	M. Accept the Resignation of Jesse Peck (p. 119)
	N. Purchase Dual-Encrypted Radios for PD (p. 121)
	O. Declare FD surplus property. (p. 126)
	P. Approve changes to the 2021 Strategic Planning and Goal Setting Plan (p. 127)
	5. Work Session
	A. Letter of Commendation for Deputy Fire Chief Will Pennings (p. 133)
	B. Annual Reports: <ul style="list-style-type: none"> a. Fire (p. 134) b. Economic Development (p. 147) c. Community Development (p. 157)
	6. Unfinished Business
	A. Ordinance 758 Land Use Amendments (p. 159)

	7. New Business
	A. Parks, Trails, and Recreation Commission Applicant Interviews and appoint new members (p. 197)
	B. Abandoned Vehicle Abatement at 4 th Lane SE (PIN: 15.176.0020) (p. 207)
	C. Approve Chassis changes and approve order with Boyer Truck "E4" (p. 209)
	D. Approve FD Chevrolet Tahoe "C2" (p. 240)
	E. Approval of the Public Works Snow and Ice Management Policy (p. 256)
	F. Advertise for and Fill 2 Open PD Positions (p. 263)
	G. Resolution R23-009 with the determination of the negative finding for an EIS for the Allina Cambridge Medical Center project (p. 264)
	8. Mayor's Report
	9. Council Concerns
	10. City Attorney's Report
	11. City Administrator's Report
	A. Winter Festival Update
	B. NLX Update
	12. 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
February 7, 2023	7:00 pm	Planning Commission
February 21, 2023	5:45 pm	EDA
February 21, 2023	6:00 pm	City Council
March 6, 2023	6:00 pm	City Council
March 7, 2023	7:00 pm	Planning Commission
March 20, 2023	5:45 pm	EDA
March 20, 2023	6:00 pm	City Council
April 3, 2023	6:00 pm	City Council
April 4, 2023	7:00 pm	Planning Commission
April 10, 2023	7:00 pm	Parks, Trails & Recreation Commission
April 17, 2023	5:45 pm	EDA
April 17, 2023	6:00 pm	City Council
April 20, 2023	6:00 pm	Airport Commission
May 1, 2023	6:00 pm	City Council
May 2, 2023	7:00 pm	Planning Commission
May 15, 2023	5:45 pm	EDA
May 15, 2023	6:00 pm	City Council

Cambridge City Council Meeting Minutes
Monday, January 17, 2023

A regular meeting of the Cambridge City Council was held on Monday, January 17, 2023, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Vogel, Deputy City Administrator Smith, Police Chief Schuster, Finance Director Moe, Utilities/Public Works Director Schwab, Community Development Director Westover, City Engineer Blank, Assistant to the City Administrator Seiberlich.

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 Citizens Forum

Approval of Agenda

Godfrey amended the agenda to add Item 7D 2023 Winter Festival Parking Agreement. Ziebarth 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-E:

- A. Approval of Regular City Council Meeting Minutes for January 3, 2023
- B. Warrants # 124933 - # 125149 and ACH/Wire items totaling \$1,628,965.48
- C. Renewal of contract with White Bear IT Solutions
- D. Approve conditional offer to Jason Dahlin as City Mechanic
- E. Approve Hire of Andrew Milz for a Winter Seasonal Position

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

Work Session

A. Adopt-a-Park Initiative

Vogel said in the fall of 2022 Councilmember Ziebarth asked staff to explore the possibility of an adopt-a-park program due to high amounts of vandalism. Staff to looked into how the program could work and Vogel presented information for council to discuss and consider.

Ziebarth thanked staff for exploring this program farther, he stated he liked the idea of engaging citizens and was amenable to the project as presented.

Ziebarth motioned, seconded by Shogren, to adopt the program as presented.

Berg asked if any future changes could be made to the draft program presented, Vogel replied that there could be some natural flexibility the program progresses, but any substantive changes would be brought to council for review.

All voted aye, no nays. Motion passed unanimously.

Unfinished Business

A. Potentially Dangerous Dog – Kathleen Ludtke

Shuster said CPD took a report of a dog bite on 12/12/2022. The incident took place the week prior. The complainant reported that she was walking by Kathleen's residence when she was bit on the back of her leg. She did say that Kathleen yelled for the dog, it nipped at her a second time, Kathleen called again and the dog went to her.

Through investigation it was determined the bite was unprovoked, by definition of Cambridge City Ordinance 95.11 and MN State Statute 347.50, the dog was declared "Potentially Dangerous". Kathleen has requested a hearing to challenge this designation.

Kathleen Ludtke, of 1699 Dellwood St. S, approached the podium. She stated her dog has leashed since the incident and plans to continue to do so, and said her vaccinations have been updated. Ludtke spoke on the sweet temperament of her dog and how this has never happened before. She has future plans of moving into an apartment building and worries this designation would cause complications.

Godfrey asked the difference between Dangerous vs Potentially Dangerous designations, Shuster answered that a Dangerous Animal is a step up from Potentially Dangerous. Godfrey asked clarification on owner responsibility for Potentially Dangerous designation, Shuster said its required to show proof of vaccinations, a current license, and microchip.

Godfrey read City Code §95.11 "Potentially Dangerous Animal" and felt the dog qualified for the designation.

Shuster was comfortable giving Ludtke time to comply with having the dog microchipped due to vet appointments being scheduled out months in advance.

Berg asked if there were any requirements for reporting Potentially Dangerous animals if Ludtke were to move to a new city. Schuster said there is not for Potentially Dangerous Animals.

Berg motioned, seconded by Iverson, to uphold the Potentially Dangerous Animal designation with a deadline of July 1st to provide microchip information. All voted aye, no nays. Motion passed unanimously.

B. Recommendations for Downtown Restoration and Revitalization Initiatives

Council gave input at the October 3rd, 2022 City Council meeting regarding direction for the Downtown Restoration and Revitalization program, Smith said. Following this guidance, staff has

looked into and compiled recommendations focused on three areas: business attraction and retention, parking, and pedestrian improvements.

Smith said Council asked for solutions related to business attraction and retention that focused on funding options for businesses in the forms of grants and other financial incentives, providing water stubbing from the main up to buildings, and solutions for vacant buildings.

Council wanted to see options for improving current parking, Smith said, as well as adding additional parking. Since October, staff has presented council with several options to begin the process for purchasing new lots. Additionally, staff has researched possible changes to current on-street parking.

Smith said pedestrian accommodations were also recognized as an important topic by Council. Areas staff have looked into under that guidance has been a wayfinding study, Main Street speed, safety, and pedestrian, bike, and dog friendliness.

Smith reported a total of \$1,164,571.41 is currently in the Redevelopment fund, with an expectation that it will contain approximately \$2,465,500 by the end of February 2023 after the City closes on a property sale with Kwik Trip. An additional \$700,000 is in the Water Fund. These dollars are not specifically limited to the Downtown Revitalization; however, they have been identified by Council and staff as viable funds for this project.

Smith said is compatible with Core Strategy #1: Encourage and facilitate the revitalization and restoration of a vibrant downtown; Core Strategy #3: Connect opportunities to facilitate thriving commercial and industrial sectors; Core Strategy #6: Enhance the City's presence as a regional hub; and Core Strategy #7: Provide diverse amenities for a high quality of life.

Smith recommended to boost the Downtown Grant Fund from \$10,000 to \$15,000 per application, keep the limit up to 50% project cost coverage, add verbiage to include those that lease a building being able to apply with building owners permission, and limitation that allow applications to apply once per year.

Smith requested to add \$86,689.32 from the to the Downtown Grant Fund from the Redevelopment fund to bring the account to \$150,000. This allows a minimum of 10 projects to be considered at \$15,000 each. It was recommended to separate the Downtown Grant from the Downtown Revolving Loan. A further conversation about the additional financial incentives and vacant spaces will be brought to the City Council on February 21st.

Smith suggested to approve the creation of a downtown fire suppression program, including stubbing water mains up to buildings. An application process would help prioritize the buildings that would benefit the most from this program.

Regarding the fire suppression program, Shogren questioned If the street was going to be torn up why all buildings weren't being stubbed to save potential work in the future. Smith clarified that once applications are completed a plan will be brought to council for approval.

Godfrey asked if \$15,000 was enough of an incentive, Smith said she felt it was. Vogel said these grant funds won't be repaid, so he suggested to start conservative and revisited if needed.

Shogren asked if there would be enough in the redevelopment fund to be used for other areas. Vogel confirmed this wouldn't exhaust the redevelopment fund.

Smith said Council has taken action to purchase and create additional parking opportunities, so there were no additional recommendations regarding parking at this time. Research into 45-degree parking showed that parking could only be on one side of the street and would create a loss of parking spaces and offers poor visibility.

Smith stated staff recommended commissioning a wayfinding study with funds from the redevelopment fund and requested permission to gather quotes. This will provide the City with much more information on what types of amenities, signs, aesthetic improvements, etc. would be beneficial.

Staff does not recommend having a speed study conducted along Main Street. Blank feels the results of the survey would most likely not result in lowering the speed limit. Staff recommends the purchase of 4 additional crosswalk signs totaling \$2,068.24 to be paid from the Redevelopment Fund. This is a proven method on lowering speed limits and bringing attention to pedestrian crossing.

Berg asked if our free tools, such as website and social media, were bring used to educate public on crosswalks, Smith responded that could easily be done.

Berg motioned, seconded by Shogren, to approve staff recommendations for downtown restoration and revitalization as present. All voted aye, no nays. Motion passed unanimously.

New Business

A. 2023 Planning Commission Appointments

Westover said the terms of Planning Commissioner's Aaron Berg, Jessica Kluck, and David Redfield will expire on January 31, 2023. Aaron Berg has served since 2019 filling a vacancy and then serving one full term, however he has resigned his seat from the Commission since being elected to City Council in 2023. Jessica Kluck and David Redfield have each served one full term on the Commission. Three open seats must be filled in 2023. Five applications have been received. Jessica Kluck and David Redfield have re-applied for their seat on the Commission. In addition, Julie Immel, Michael Liddy, and Amanda Wisner have submitted applications.

Shogren asked if applicants should be sequestered, Vogel felt the questions were not technical and felt sequestering wasn't necessary.

Council conducted interviews for Jessica Kluck, David Redfield and Michael Liddy. Julie Immel and Amanda Wisner were not present.

Berg motioned, seconded by Shogren, to appoint Kluck, Redfield and Liddy to the Planning Commission. All voted aye, no nays. Motion passed unanimously.

B. Approve 2022 Minnesota Pay Equity Report Submission

Moe reported the Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of

Minnesota every three years. The City of Cambridge report is due January 31, 2023. The Cambridge City Council is required to approve the report prior to submission. The report has been prepared in accordance with State guidelines and is attached for Council's review. The 2018 study was the basis on how this report was created, Moe isn't expecting any issues with the current report.

Iverson motioned, seconded by Ziebarth, to approve 2022 Pay Equity Report and authorize City staff to submit to the State of MN prior to 1/31/2023. All voted aye, no nays. Motion passed unanimously.

C. MPCA Free Assessment Grant

Vogel said a site inspection of the Cambridge Laundry and Cleaners at 326 1st Ave W. was conducted on December 16, 2022 to evaluate the condition of the building. Environmental site assessments are required to determine the extent of contamination to the site. Phase 1 and phase 2 are required by the Environmental Protection Agency (EPA). Phase 1 was completed on March 28, 2018, by Braun Intertec. The Minnesota Pollution Control Agency (MPCA) is offering a no cost grant for Phase 2. The property is likely to go into tax forfeit in the near future.

Ziebarth motioned, seconded by Iverson, to allow staff to pursue the Phase 2 grant opportunity through the Minnesota Pollution Control Agency (MPCA). All voted aye, no nays. Motion passed unanimously.

D. 2023 Winter Festival Parking Agreement

Westover said the City is planning a Winter Festival to be held on January 28, 2023, from 2:00-6:00pm at Central Green Park. In an effort to provide overflow parking if needed, staff reached out to Isanti County for use of their Oakview building parking lot. They agreed, but required that the City list the County as additional insured for the day of the event. An agreement for the use of the parking lot is required from our insurance company in order to insure it for the day. There is no cost to the City.

Berg motioned, seconded by Ziebarth, to approve the Parking Agreement as presented. All voted aye, no nays. Motion passed unanimously.

Mayor's Report

Godfrey reminded council of the Visioning Session at 4 pm on Friday January 20th. He also thanked first responders for keeping community safe, they have been busy.

Council Concerns

No Council Concerns

City Attorney/City Administrator's Report

No City Attorney Report

A. General Update

Vogel spoke on upcoming department reports and annual updates soon to be presented to council. State of the City is upcoming on February 15 at 12:30 pm, Vogel encouraged attendance. He also said housing development is strong.

Vogel updated on League of MN Cities Adult Use Cannabis working group. He said the current proposed legislation would leave cities tasked with increased police enforcement and fee collection.

The criteria for licensing and restrictions not currently included. Other news shows more affordable housing bills that have adverse effect to fee schedules and zoning rights.

B. Closed session pursuant to Minn. Stat. 13D.05, subd. 2(b) for preliminary consideration of allegations against an individual subject to Council’s authority.

Shogren motioned, seconded by Iverson, to go into closed session after 15 min opportunity to review provided materials. All voted aye, no nays. Motion passed unanimously.

Closed session entered at 7:21 pm.

Iverson moved, Ziebarth seconded to go into open session. All voted aye, no nays. Motion passed unanimously.

Open session entered at 8:16 pm

C. Closed session pursuant to Minn. Stat. 13D.05, subd. 3(b) to discuss matters protected by attorney-client privilege.

Godfrey motioned, seconded by Shogren, to approve action discussed in closed session. All ayes, passed unanimously.

Ziebarth motioned, Iverson seconded to enter close session in 5 mins. All voted aye, no nays. Motion passed unanimously.

Closed session entered at 8:22

Open session entered at 9:06

Adjournment of Council Meeting

Being no further business before the City Council, Shogren moved, seconded by Iverson, to adjourn the regular meeting at 9:06 pm. Motion carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

Cambridge City Council Special Meeting Minutes Friday, January 20, 2023

A special meeting of the Cambridge City Council was held on Friday, January 20, 2023, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Vogel, Deputy City Administrator Smith, Police Chief Schuster, Finance Director Moe, Community Development Director Westover, Deputy Chief of Police Shawn Machin, Emergency Management and Deputy Fire Chief Will Pennings, and Assistant to the City Administrator Seiberlich.

Call to Order

Godfrey called the meeting to order at 4:01 pm.

Approval of Agenda

Iverson moved, seconded by Ziebarth, to approve the agenda. All voted aye, no nays. Motion carried.

Work Session

A. Overview of current strategic plan, and vision

Vogel summarized the purpose of the meeting, review the 2021 Strategic Planning and Goal Setting Report, last discussed in November 2021.

Vogel started with the City of Cambridge Vision statement. Shogren questioned if the line 'emphasis on its historic downtown' should be changed to a more city-wide focus or west side of town, since a lot of work has already been done downtown. After discussion it was decided not make that change since extensive work was still in progress for downtown.

The area around the upcoming Allina Hospital was brought up as a possible new industrial and residential area. Vogel felt the land to the north would be ideal for high use industrial, such as a pet store or sporting goods store, which would also bring in additional tax funds. Shogren thought the area behind the Target would be prime for specialized businesses, especially if linked with a skyway.

Smith said that businesses have shown interest in the surrounding land since the hospital purchase has been announced. Godfrey felt it would be beneficial to zone commercial next to the hospital, transitioning into residential further out. Iverson felt more medical businesses, such as ortho or dialysis, would fit well in the area. Ziebarth said he envisioned something similar but would also like to see a mix of industrial for a stable employment future.

Vogel asked if any of these changes should be incorporated into the vision statement. Ziebarth felt that 'quality of life and opportunities for residents, businesses, and visitors alike.' Covers the discussed statements.

Council discussed Core Strategy #1: Encourage and facilitate the revitalization and restoration of a vibrant downtown. Vogel said many downtown projects were underway, such as the Mercantile hotel project, approval of TIF districts. Rising construction cost combined with increasing interest rates have hindered development, which only reinforces the loan and grant programs offered by the City to help control the interest rates and encourage growth. Berg brought up a City owned art space that could be open to classes or acoustic acts, and had apartments on the top floor. Shogren feels this idea should come from a private entity.

Council moved on to Core Strategy #2: Deliver exceptional public services. On the subject of maintaining proper staffing levels, Vogel praised Council for their flexibility in staffing. The city has moved the building official and building inspector in house, created a city planner position, moved the permit tech to full time, and hired two additional police officers. He also noted the Safety Committee has been recreated this past week.

Shogren asked the status of our new Fire Truck order, Pennings said that the order has been delayed multiple times due to unforeseen issues. Shogren asked if it was possible to seek a different company to order from, Pennings said if they did that it had the potential to delay things significantly and he'd like to give this company a chance to complete the order.

Council talked about Core Strategy #3: Connect opportunities to facilitate thriving commercial and industrial sectors. Vogel discussed the City's robust set of incentives to encourage commercial and industrial development. The housing study, last done in 2019, will soon be updated. Shogren asked if there was a need to update our Public Safety Study, Machin said he would look into when it was done last, but felt the department was adequately staffed.

Council reviewed Core Strategy #4: Be responsible and flexible in managing the City's administrative functions. Overall, the Council thought the staff was fiscally responsible with a good plan for future needs. Vogel shared upcoming retirement of some department heads and two officers, and discussed the need to attract high quality candidates to fill those positions.

Council then went over Core Strategy #5: Foster engaged, informed, and involved citizens and community. Vogel felt communication has improved. The website and social media pages have increased traffic and the City has better communication with local newspapers. The recently implemented snow emergency notification system offers better public notifications and allows for future expansion of alerts. The pros and cons of a public newsletter was discussed, including a suggestion to add one in with utility bills. Vogel talked about the Adopt-A-Park program that was recently created and noted the Parks Department free community programming like concerts, a fun 5k, and possible river run in conjunction with the City of Isanti.

Core Strategy #6: Enhance the City's presence as a regional hub was reviewed. Vogel discussed future visions and projects that are in progress. Ziebarth suggested focus on higher-end homes. Shogren wanted to add "Explore Opportunities to create a Regional Park on Lake Fanny" and Godfrey suggested adding "Facilitate the NLX train stop in Cambridge."

Council discussed Core Strategy #7 Provide diverse amenities for a high quality of life. Vogel said he has been exploring the feasibility of a Community Center without increasing the tax burden on

citizens by working with other entities, like Allina and the school district, and possibly utilizing local sales tax option. Shogren said there is an active theatre community and suggested supporting them. Ziebarth wanted focus on higher end housing and felt there is adequate focus on lower and middle range housing.

Lastly, Council reviewed Core Strategy #8: Highlight and capitalize on natural resources. Vogel talked about the 2023 Parks programming that utilized our natural amenities and parks such as a fun 5k on the bike path and a possible kayak/canoe river run working in conjunction with the City of Isanti. In year 2024 the extension of the bike trail should be complete.

Short-term goals, many of which are in process, were talked about next. Downtown redevelopment is in progress and has made many large steps towards the short-term goals. Vogel mentioned the current communication plan, including increased social media presence, communicating with newspapers, and an updated website. Shogren felt our communication is sufficient and wanted no more resources prioritized in this area.

Ziebarth felt the Strategic Plan was on target, but needed to be revisited in 2024, once some of the downtown revitalization items have been completed. In general, it was agreed upon to add the two action items discussed under Core Strategy #6: Enhance the City's presence as a regional hub, and review again in a year.

B. Discussion of Tax Rate Goals, and carry forward priorities

Moe summarized future tax rates and how Cambridge compares to surrounding and comparable cities. Cambridge is currently in the middle for tax rates, but Moe would like to see it lower without sacrificing services and amenities.

Moe said that Northbound Liquor had a surplus of \$100,000 that needed to be added into the budget, the general fund had a surplus of \$550,000 from what was budgeted, and tax revenue came in about \$100,000 higher than planned.

Moe recommended adding \$225,000 into the general fund to cover the market value change, this will be made whole again once the market comes back. There are some legal settlements in discussion, it was recommended to put \$110,000 in a self-insurance fund to cover expenses if any arise. If the legal settlements don't come to fruition those funds can be moved back to use at a later date. The remaining surplus Moe recommended pre-paying funds for 2024 and 2025 to reduce the higher tax levy on those years. Council discussed which funds would benefit most from extra funding, it agreed with the overall plan as presented by Moe to pre-fund 2024 and 2025 to reduce tax levy.

C. Open discussion of vision, goals, priorities and ideas for the next 1-3 years

Vogel asked Council if they'd like to discuss anything else not covered that they would like to see take shape over the next 1-3 years. Iverson requested looking into burying the overhead powerlines in downtown. Vogel said he would research this idea.

Shogren asked about timeframe for purchasing the soon-to-be-required encrypted radios for the Police Department. Moe felt some of the extra funds should go for this purchase instead of paying

down 2024 and 2025. It was agreed upon to budget for the required encrypted radios, Machin said he would do research into costs and update Moe before the Feb. 6th Council meeting.

Adjournment of Council Meeting

Being no further business before the City Council, Shogren moved, seconded by Iverson, to adjourn the special meeting at 7:19 pm. Motion carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

Prepared by: Caroline Moe, Director of Finance

Background

Attached for your review are the **Draft** Monthly Financial Reports for the month ended December 31, 2022. We have not made all of our final entries to December, so please note amounts may change as we continue our preparation for the annual audit. Included in the Monthly Financial Reports are the following components:

Financial Snapshot

Outstanding City Debt

General Fund - Amended 2022 Budget Compared to Actual

Special Revenue Funds:

Airport Operating Fund – Adopted 2022 Compared to Actual

Debt Service Fund Summary: Adopted 2022 Budget Compared to Actual

Capital Fund Summary:

Adopted 2022 Budget Compared to Actual

Enterprise Funds:

Water Utility - Adopted 2022 Budget Compared to Actual

Wastewater Utility - Adopted 2022 Budget Compared to Actual

Stormwater Utility- Adopted 2022 Budget Compared to Actual

Street Light Utility- Adopted 2022 Budget Compared to Actual

Liquor Store – Adopted 2022 Budget Compared to Actual.

Cash and Investment Summary

Park Expenditure Breakdown Report

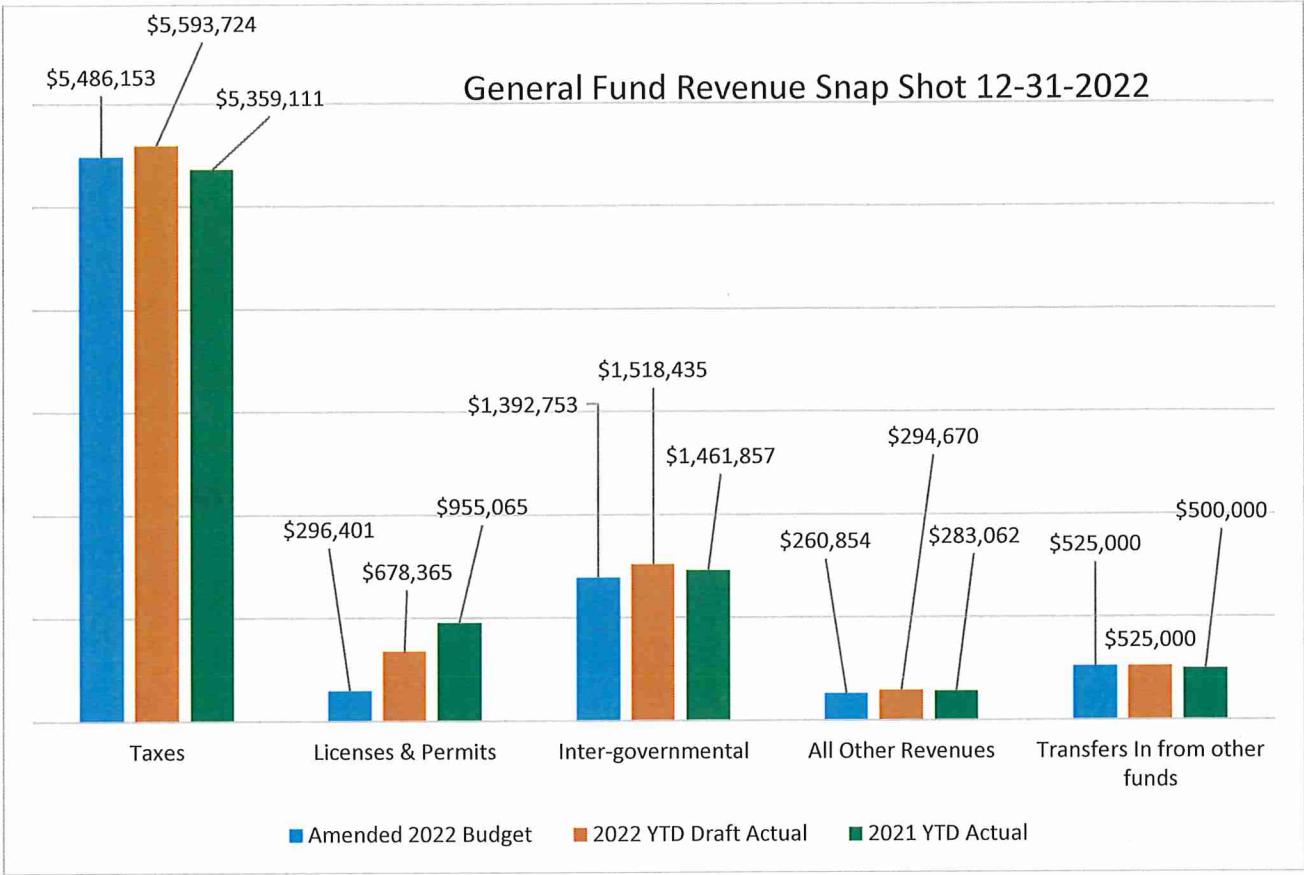
Compatibility with Strategic Goals:

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.

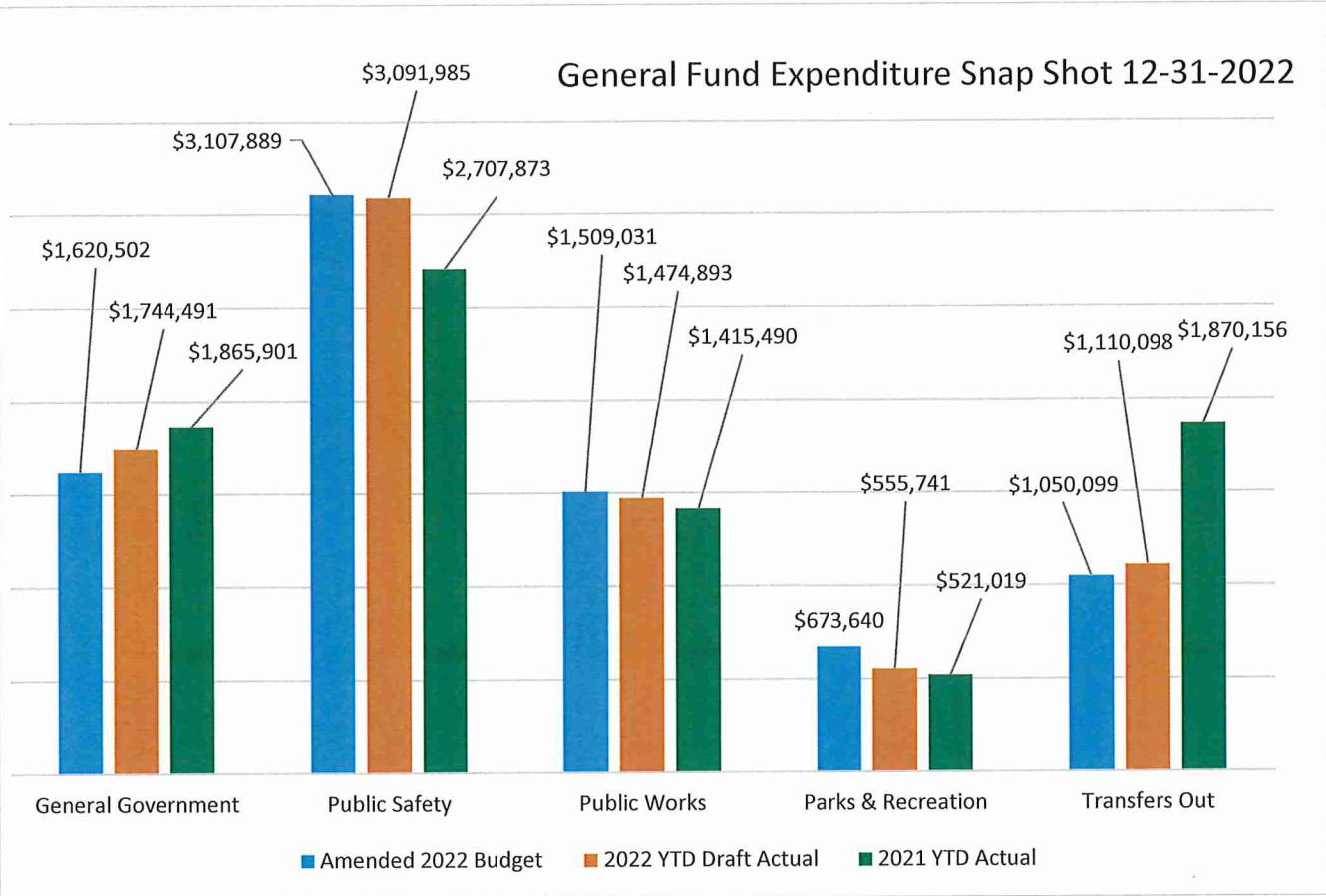
Council Financial Snapshot



Notes—

- Tax revenue collection percentage was excellent in 2022.
- Permit revenue collection is slower than compared to prior year, likely due to uncertainty in economic conditions in region and entire country.
- Inter-governmental revenue was higher than budget as MN Fire Aid passed through for Fire Relief Pension is required to be shown as Cambridge revenue even though the funds are never actually received by the City of Cambridge.
- Other revenue—on track as expected.

General Fund Expenditure Snap Shot 12-31-2022



Notes—Decrease in general government of approximately \$120K is primarily due to contracted building inspection amounts being less by \$100K. Last year the volume of building activity was much higher, thus the amount of contracted building inspection activity was higher. A final 2022 budget revision to be approved by the Council on 2/6/23 will reflect this activity. Public Safety is approximately \$380K higher than last year--\$30K due to fire expenditures and \$350K due to police expenditures. Police expenditures are up due to an additional officer being added along with operating without significant personnel vacancies during the year.

Behind the numbers—

16/2

Cambridge is protected by sixteen 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—

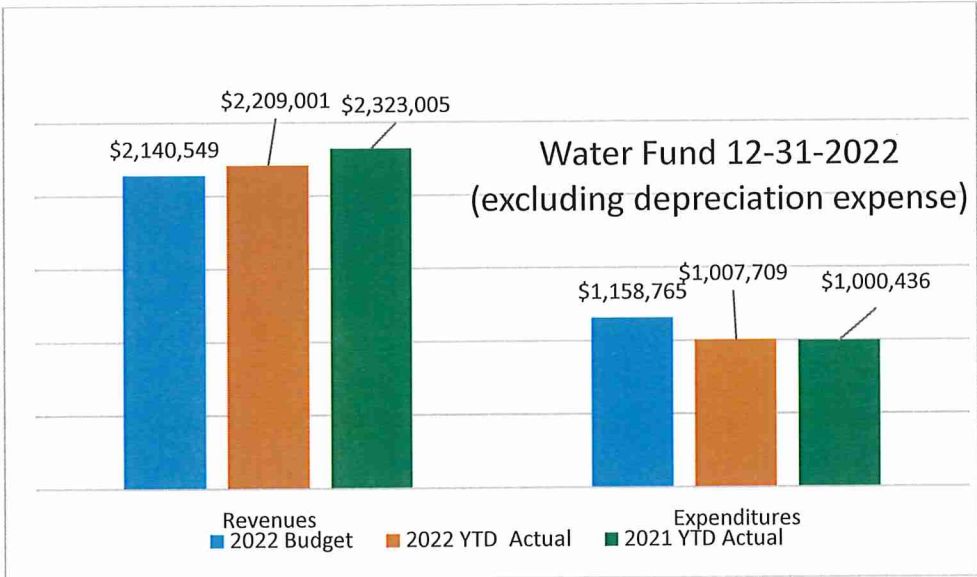
57/6

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—

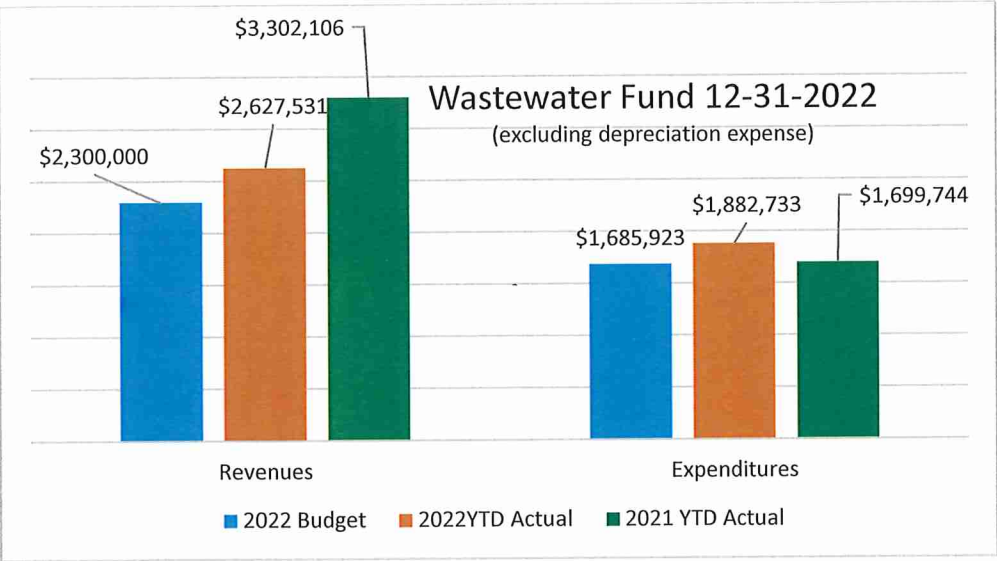
18

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



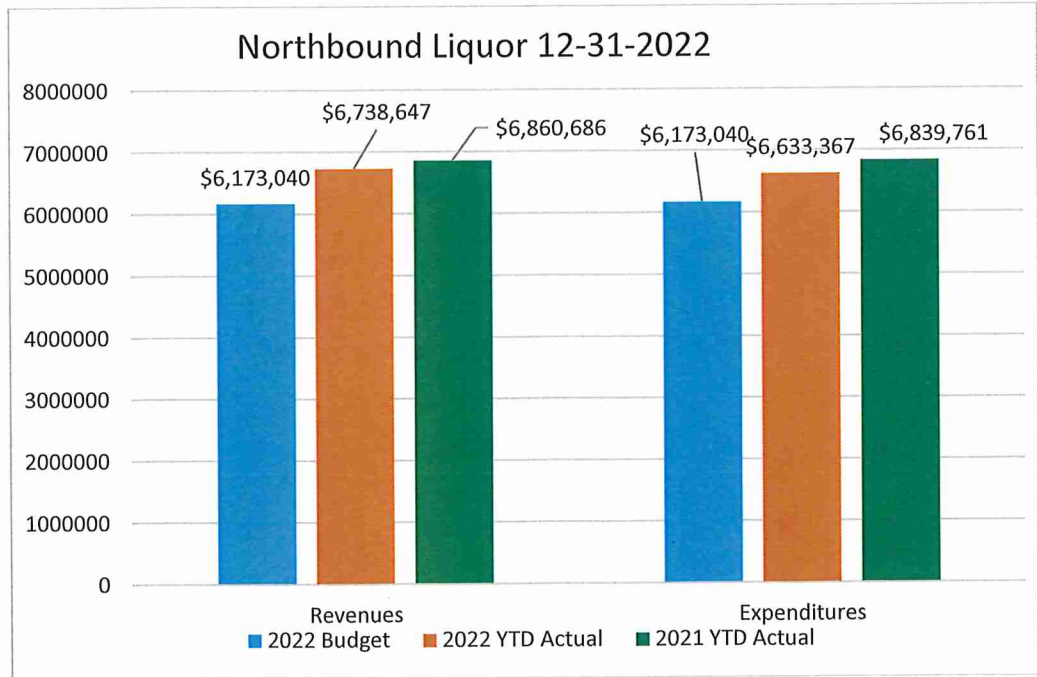
Water Fund Notes—
 Revenue is lagging behind 2021 since sale of sprinkler gallons is down--2021 was drier than 2022.

 Expenditures for 2022 were consistent with 2021 levels.



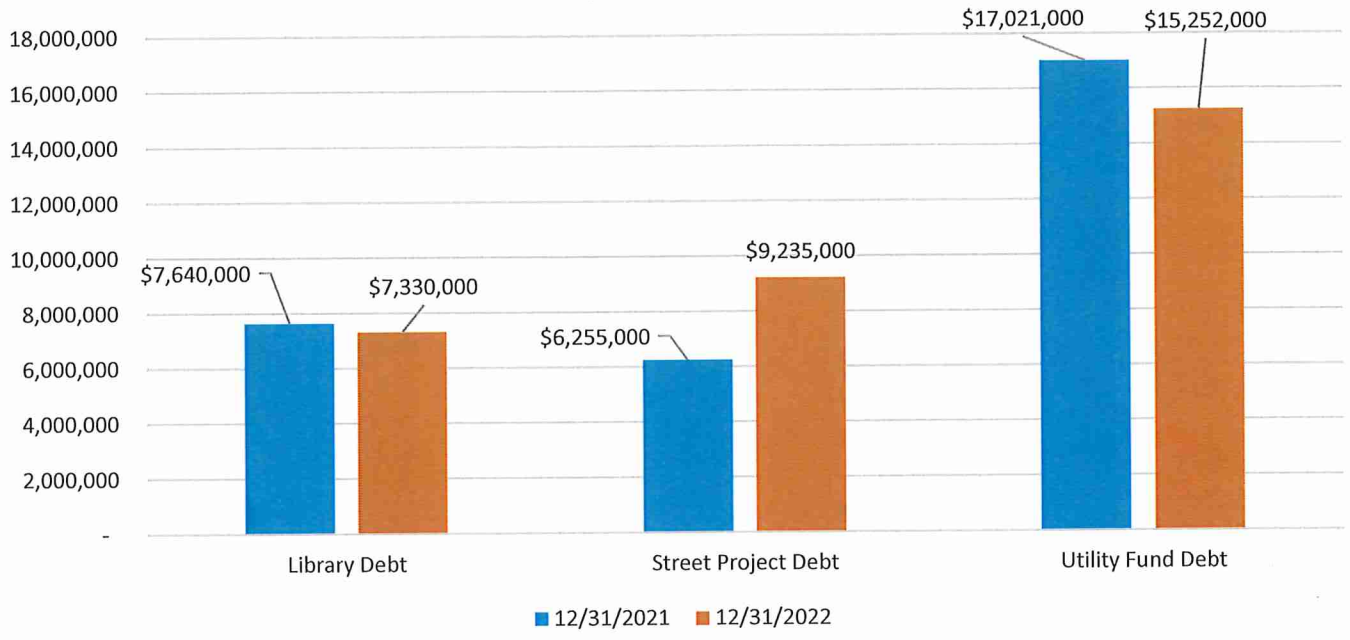
Wastewater Fund Notes—
 Revenues in 2021 were approximately \$630K higher due to Sewer Access Charges collected related to new construction in 2021.

 Expenditures for 2022 are higher than in 2021 due to increased costs for chemicals, electricity and repair costs.



Northbound Liquor—Sales are excellent in 2022, only slightly behind the significant sales level of 2021. Expenditures down slightly as cost of sales expenditures trend with sales. Also, it is expected that an additional transfer out of the liquor store fund will be approved by the City Council on 2/6/2023.

Outstanding City Debt 12/31/2022



CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
TAXES	5,466,558.00	5,486,153.00	5,593,724.35	107,571.35	101.96	5,359,110.40
LICENSES AND PERMITS	369,950.00	296,401.00	678,365.00	381,964.00	228.87	955,064.18
INTERGOVERNMENTAL REVENUES	1,373,252.00	1,392,753.00	1,518,434.56	125,681.56	109.02	1,461,856.96
CHARGES FOR SERVICES	127,311.00	144,658.00	149,642.41	4,984.41	103.45	144,856.83
FINES AND FORFEITURES	42,000.00	32,710.00	48,782.36	16,072.36	149.14	33,554.11
OTHER	93,264.00	83,486.00	96,245.24	12,759.24	115.28	104,209.79
MISC REVENUE	.00	.00	.00	.00	.00	439.50
OTHER FINANCING SOURCES	525,000.00	525,000.00	525,000.00	.00	100.00	500,000.00
TOTAL FUND REVENUE	7,997,335.00	7,961,161.00	8,610,193.92	649,032.92	108.15	8,559,091.77
EXPENDITURES						
GENERAL GOVERNMENT						
MAYOR AND CITY COUNCIL	62,210.00	64,477.00	58,872.38	5,604.62	91.31	55,249.38
ADMINISTRATION	346,479.00	344,594.00	338,365.50	6,228.50	98.19	412,476.63
ELECTIONS	11,900.00	11,900.00	5,861.41	6,038.59	49.26	2,645.00
FINANCE/MIS	352,307.00	355,203.00	339,052.30	16,150.70	95.45	327,905.15
LEGAL	118,000.00	130,546.00	111,739.94	18,806.06	85.59	95,833.09
BUILDING DEPARTMENT	336,431.00	238,818.00	449,842.31	(211,024.31)	188.36	628,471.15
ENGINEERING	38,000.00	38,000.00	32,575.47	5,424.53	85.72	56,149.99
PLANNING	377,673.00	286,115.00	269,320.41	16,794.59	94.13	157,691.88
NEW CITY HALL BUILDING	154,335.00	150,849.00	138,861.12	11,987.88	92.05	129,475.30
TOTAL GENERAL GOVERNMENT	1,797,335.00	1,620,502.00	1,744,490.84	(123,988.84)	107.65	1,865,897.57
PUBLIC SAFETY						
POLICE DEPARTMENT	2,673,756.00	2,689,218.00	2,596,989.29	92,228.71	96.57	2,245,588.36
FIRE DEPARTMENT	365,656.00	409,028.00	486,300.56	(77,272.56)	118.89	455,682.06
EMERGENCY MANAGEMENT	4,600.00	4,643.00	3,895.58	747.42	83.90	1,801.70
ANIMAL CONTROL	5,000.00	5,000.00	4,800.00	200.00	96.00	4,800.00
TOTAL PUBLIC SAFETY	3,049,012.00	3,107,889.00	3,091,985.43	15,903.57	99.49	2,707,872.12
STREETS						
STREETS	1,480,373.00	1,509,031.00	1,474,893.39	34,137.61	97.74	1,415,487.11
TOTAL STREETS	1,480,373.00	1,509,031.00	1,474,893.39	34,137.61	97.74	1,415,487.11
PARK AND RECREATION						
PARKS & RECREATION	532,105.00	549,342.00	437,808.21	111,533.79	79.70	408,347.52
LIBRARY	100,100.00	124,298.00	117,932.93	6,365.07	94.88	112,674.83
TOTAL PARK AND RECREATION	632,205.00	673,640.00	555,741.14	117,898.86	82.50	521,022.35
UNALLOCATED EXPENDITURES						

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TRANSFERS OUT	1,038,410.00	1,050,099.00	1,110,098.15	(59,999.15)	105.71	1,870,156.00
TOTAL UNALLOCATED EXPENDITURES	1,038,410.00	1,050,099.00	1,110,098.15	(59,999.15)	105.71	1,870,156.00
TOTAL FUND EXPENDITURES	7,997,335.00	7,961,161.00	7,977,208.95	(16,047.95)	100.20	8,380,435.15
NET REVENUE OVER EXPENDITURES	.00	.00	632,984.97	(632,984.97)		178,656.62

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>TAXES</u>						
101-31010 TAXES - CURRENT	5,440,028.00	5,440,028.00	5,547,626.70	(107,598.70)	101.98	5,318,981.23
101-31020 TAXES - DELINQUENT	25,000.00	29,033.00	29,022.32	10.68	99.96	33,212.51
101-31051 DECERT TIF DISTRICT PROCEE	.00	.00	.00	.00	.00	1,760.82
101-31060 PENALTIES AND INTEREST	1,530.00	1,530.00	1,513.21	16.79	98.90	2,733.13
101-31061 TAX ON FORFEITED PROP PURCHAS	.00	15,562.00	15,562.12	(.12)	100.00	2,422.71
TOTAL TAXES	5,466,558.00	5,486,153.00	5,593,724.35	(107,571.35)	101.96	5,359,110.40
<u>LICENSES AND PERMITS</u>						
101-32110 LIQUOR LICENSES	12,000.00	12,000.00	18,800.00	(6,800.00)	156.67	17,425.00
101-32180 CIGARETTES	2,600.00	2,600.00	4,200.00	(1,600.00)	161.54	2,800.00
101-32184 CABLE FRANCHISE FEES	60,000.00	60,000.00	62,303.25	(2,303.25)	103.84	63,296.30
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	975.00	1,575.00	(600.00)	161.54	675.00
101-32218 CITY SHARE ELEC INSPECTIONS	3,500.00	7,124.00	55,844.90	(48,720.90)	783.90	50,113.25
101-32219 RETAINAGE OF BLDG SURCHARGE	300.00	366.00	604.66	(238.66)	165.21	1,590.60
101-32220 BUILDING PERMITS	236,000.00	151,281.00	405,258.21	(253,977.21)	267.88	700,029.67
101-32221 EXCAVATING PERMITS	.00	108.00	108.00	.00	100.00	108.00
101-32222 MECHANICAL PERMITS	19,000.00	17,974.00	24,895.91	(6,921.91)	138.51	34,739.60
101-32225 INVESTIGATION (PENALTY FEE)	.00	1,102.00	1,402.00	(300.00)	127.22	2,550.00
101-32226 CONTRACTOR LIC VERIFICATIONFEE	500.00	325.00	430.00	(105.00)	132.31	1,055.00
101-32230 PLUMBING PERMITS	12,000.00	11,369.00	16,139.20	(4,770.20)	141.96	32,218.12
101-32240 SIGN PERMITS	1,000.00	960.00	1,250.00	(290.00)	130.21	1,280.00
101-32298 RENTAL REGISTRATION FEE	10,000.00	8,825.00	13,425.00	(4,600.00)	152.12	24,685.54
101-32299 PLANNING & ZONING FEES	10,000.00	18,842.00	69,578.87	(50,736.87)	369.28	19,948.10
TOTAL LICENSES AND PERMITS	369,950.00	296,401.00	678,365.00	(381,964.00)	228.87	955,064.18
<u>INTERGOVERNMENTAL REVENUES</u>						
101-33165 FEDERAL GRANTS - OTHER	.00	1,133.00	6,741.74	(5,608.74)	595.03	.00
101-33401 LOCAL GOVERNMENT AID (LGA)	1,059,979.00	1,059,979.00	1,059,979.00	.00	100.00	1,020,839.00
101-33404 STATE AID - OTHER	8,273.00	5,910.00	5,910.00	.00	100.00	13,070.00
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	.00	99,739.59	(99,739.59)	.00	88,927.23
101-33421 POLICE STATE AID	150,000.00	140,000.00	144,240.95	(4,240.95)	103.03	151,120.68
101-33422 SCHOOL DIST COST FOR OFFICER	100,000.00	130,000.00	146,091.31	(16,091.31)	112.38	132,427.83
101-33610 CTY GRANTS & AIDS FOR HWYS	5,000.00	5,731.00	5,731.97	(.97)	100.02	5,472.22
TOTAL INTERGOVERNMENTAL REVE	1,373,252.00	1,392,753.00	1,518,434.56	(125,681.56)	109.02	1,461,856.96

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>CHARGES FOR SERVICES</u>						
101-34102 FILING FEES	.00	90.00	90.00	.00	100.00	.00
101-34105 SALES - MAPS, COPIES, ETC.	100.00	10.00	71.00	(61.00)	710.00	113.00
101-34106 STREET LIGHT O&M	.00	.00	3,000.00	(3,000.00)	.00	.00
101-34110 SOLAR LEASE REVENUE	7,500.00	7,500.00	7,959.06	(459.06)	106.12	15,453.00
101-34201 POLICE DEPARTMENT REPORTS	500.00	400.00	599.00	(199.00)	149.75	523.25
101-34202 POLICE ADMINISTRATION FEES	2,500.00	2,250.00	3,365.00	(1,115.00)	149.56	5,290.00
101-34205 PAWN SHOP TRANSACTION REVENUE	2,000.00	3,000.00	3,000.00	.00	100.00	3,000.00
101-34206 FIRE PROT TOWNSHIP CONTRACT	105,500.00	117,906.00	117,906.35	(.35)	100.00	105,580.58
101-34210 FIRE PROTECTION ADMINISTRATION	2,411.00	2,442.00	2,442.00	.00	100.00	2,442.00
101-34925 PARK ACTIVITY FEES	4,800.00	6,105.00	6,255.00	(150.00)	102.46	7,045.00
101-34930 ART FAIR FEES	.00	1,085.00	1,085.00	.00	100.00	1,450.00
101-34951 SALE OF SERVICE AND SUPPLIES	.00	2,590.00	2,590.00	.00	100.00	620.00
101-34958 ICE RINK LEASE REVENUE	2,000.00	1,280.00	1,280.00	.00	100.00	3,340.00
TOTAL CHARGES FOR SERVICES	127,311.00	144,658.00	149,642.41	(4,984.41)	103.45	144,856.83
<u>FINES AND FORFEITURES</u>						
101-35101 COURT FINES	40,000.00	30,000.00	40,687.36	(10,687.36)	135.62	33,894.11
101-35102 PARKING FINES	1,000.00	540.00	1,630.00	(1,090.00)	301.85	1,100.00
101-35104 ANIMAL CONTROL FINES	1,000.00	2,170.00	3,190.00	(1,020.00)	147.00	1,685.00
101-35105 ADMINISTRATIVE CITATION FINE	.00	.00	3,275.00	(3,275.00)	.00	(3,125.00)
TOTAL FINES AND FORFEITURES	42,000.00	32,710.00	48,782.36	(16,072.36)	149.14	33,554.11
<u>OTHER</u>						
101-36102 SPECIAL ASSESSMENT INTEREST	.00	53.00	68.26	(15.26)	128.79	1,278.86
101-36200 MISCELLANEOUS	.00	41.00	41.67	(.67)	101.63	4.50
101-36210 INTEREST EARNINGS	16,174.00	.00	.00	.00	.00	(9,067.89)
101-36220 FACILITY RENTAL	3,600.00	4,100.00	10,638.37	(6,538.37)	259.47	5,100.04
101-36230 DONATIONS	2,000.00	590.00	4,565.00	(3,975.00)	773.73	790.00
101-36231 LIBRARY LEASE RENT	71,067.00	71,067.00	71,708.00	(641.00)	100.90	71,067.00
101-36233 OPERATION ROUND UP GRANT	.00	.00	.00	.00	.00	2,500.00
101-36234 ARTS GRANT FROM ECRAC	.00	.00	.00	.00	.00	7,250.00
101-36235 LIBRARY ROOM RENTAL	.00	1,635.00	2,640.00	(1,005.00)	161.47	600.00
101-36240 PATRONAGE CAPITAL	423.00	.00	583.94	(583.94)	.00	1,701.61
101-36241 FIRE DEPT PRIVATE GRANTS	.00	6,000.00	6,000.00	.00	100.00	16,700.00
101-36501 SALE OF PROPERTY	.00	.00	.00	.00	.00	6,285.67
TOTAL OTHER	93,264.00	83,486.00	96,245.24	(12,759.24)	115.28	104,209.79

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	.00	.00	.00	439.50
TOTAL MISC REVENUE	.00	.00	.00	.00	.00	439.50
<u>OTHER FINANCING SOURCES</u>						
101-39203 TRANSFERS FROM OTHER FUNDS	525,000.00	525,000.00	525,000.00	.00	100.00	500,000.00
TOTAL OTHER FINANCING SOURCES	525,000.00	525,000.00	525,000.00	.00	100.00	500,000.00
 TOTAL FUND REVENUE	 7,997,335.00	 7,961,161.00	 8,610,193.92			 8,559,091.77

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	2,287.16	(2.84)	99.88	2,287.09
101-41110-151 WORKERS' COMPENSATION PREMIU	120.00	150.00	114.36	(35.64)	76.24	103.09
TOTAL PERSONAL SERVICES	32,310.00	32,340.00	32,301.68	(38.32)	99.88	32,290.34
<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	21.99	(228.01)	8.80	180.93
101-41110-214 EMPLOYEE RECOGNITION	500.00	500.00	419.66	(80.34)	83.93	158.00
TOTAL SUPPLIES	850.00	850.00	441.65	(408.35)	51.96	338.93
<i>OTHER SERVICES AND CHARGES</i>						
101-41110-304 MISC PROFESSIONAL SERVICES	1,000.00	1,000.00	325.00	(675.00)	32.50	900.00
101-41110-331 TRAVEL/MEALS/LODGING	2,500.00	1,456.00	1,725.72	269.72	118.52	1,117.51
101-41110-334 MILEAGE REIMBURSEMENT	150.00	150.00	.00	(150.00)	.00	.00
101-41110-340 ADVERTISING	200.00	200.00	.00	(200.00)	.00	.00
101-41110-360 INSURANCE AND BONDS	400.00	273.00	272.93	(.07)	99.97	300.60
TOTAL OTHER SERVICES AND CHA	4,250.00	3,079.00	2,323.65	(755.35)	75.47	2,318.11
<i>MISCELLANEOUS</i>						
101-41110-430 MISCELLANEOUS	100.00	100.00	.00	(100.00)	.00	.00
101-41110-433 DUES AND SUBSCRIPTIONS	100.00	50.00	30.00	(20.00)	60.00	30.00
101-41110-440 SCHOOLS AND MEETINGS	2,800.00	978.00	978.00	.00	100.00	274.00
101-41110-441 SISTER CITY ACTIVITIES	500.00	500.00	160.00	(340.00)	32.00	310.00
101-41110-455 FIREWORKS DISPLAY EXPENSES	17,000.00	17,500.00	17,275.00	(225.00)	98.71	16,237.50
101-41110-456 ART FESTIVAL	2,000.00	2,000.00	837.00	(1,163.00)	41.85	1,577.00
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	6,580.00	4,525.40	(2,054.60)	68.78	1,873.50
TOTAL MISCELLANEOUS	24,800.00	28,208.00	23,805.40	(4,402.60)	84.39	20,302.00
TOTAL MAYOR AND CITY COUNCIL	62,210.00	64,477.00	58,872.38	(5,604.62)	91.31	55,249.38

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	139,270.00	156,724.00	165,131.74	8,407.74	105.36	232,127.03
101-41320-103 PART-TIME - REGULAR	80,468.00	40,000.00	33,168.00	(6,832.00)	82.92	40,368.48
101-41320-105 TEMP/SEAS EMPLOYEES - OVERTIME	.00	.00	.00	.00	.00	55.55
101-41320-121 PERA (EMPLOYER)	16,473.00	14,730.00	14,723.14	(6.86)	99.95	17,360.31
101-41320-122 FICA/MEDICARE (EMPLOYER)	16,801.00	15,025.00	14,847.72	(177.28)	98.82	17,457.22
101-41320-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	23,331.00	30,709.00	31,431.34	722.34	102.35	33,090.77
101-41320-132 ADMIN-LONGEVITY PAY	324.00	.00	.00	.00	.00	.00
101-41320-133 ADMIN--INS DEDUCTIBLE CONTRIB	1,620.00	1,620.00	780.00	(840.00)	48.15	1,247.00
101-41320-151 WORKERS' COMPENSATION PREMIU	1,242.00	1,400.00	816.83	(583.17)	58.35	1,168.72
101-41320-153 CITY WIDE RE-EMPLOY COMPENSATI	2,500.00	10,000.00	13,623.61	3,623.61	136.24	.00
101-41320-154 HRA/FLEX FEES	200.00	200.00	130.66	(69.34)	65.33	138.80
101-41320-158 MOVING EXP REIMB	.00	.00	.00	.00	.00	543.63
TOTAL PERSONAL SERVICES	282,229.00	270,408.00	274,653.04	4,245.04	101.57	343,557.51
<i>SUPPLIES</i>						
101-41320-201 OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,600.00	1,809.15	209.15	113.07	1,655.34
101-41320-202 DUPLICATING & COPYING SUPPLIES	2,000.00	2,000.00	1,485.03	(514.97)	74.25	1,161.53
101-41320-203 CITY NEWSLETTER COSTS	5,500.00	.00	.00	.00	.00	.00
101-41320-204 STATIONARY, FORMS & ENVELOPES	250.00	250.00	178.45	(71.55)	71.38	159.90
101-41320-209 SOFTWARE UPDATES	500.00	1,000.00	1,621.28	621.28	162.13	499.50
101-41320-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	78.89	(421.11)	15.78	344.60
101-41320-221 REPAIR & MAINT SUPP - VEH/EQ	200.00	.00	27.36	27.36	.00	.00
101-41320-240 SMALL TOOLS AND MINOR EQUIPME	3,000.00	5,000.00	4,674.32	(325.68)	93.49	3,574.54
TOTAL SUPPLIES	13,450.00	10,350.00	9,874.48	(475.52)	95.41	7,395.41
<i>OTHER SERVICES AND CHARGES</i>						
101-41320-304 MISC PROFESSIONAL SERVICES	2,000.00	2,000.00	862.20	(1,137.80)	43.11	5,507.26
101-41320-313 IT MGMT & BACKUP	5,600.00	5,600.00	5,330.40	(269.60)	95.19	5,546.40
101-41320-321 TELEPHONE/CELLULAR PHONES	.00	.00	.00	.00	.00	315.00
101-41320-322 POSTAGE	3,500.00	3,500.00	3,026.95	(473.05)	86.48	3,031.87
101-41320-331 TRAVEL/MEALS/LODGING	1,750.00	1,750.00	1,354.73	(395.27)	77.41	663.46
101-41320-334 MILEAGE REIMBURSEMENT	300.00	800.00	681.24	(118.76)	85.16	48.16
101-41320-340 ADVERTISING	2,000.00	750.00	.00	(750.00)	.00	697.80
101-41320-351 LEGAL NOTICES/ORD PUBLISHING	1,200.00	1,200.00	.00	(1,200.00)	.00	366.06
101-41320-360 INSURANCE AND BONDS	2,300.00	2,582.00	2,581.96	(.04)	100.00	2,320.91
TOTAL OTHER SERVICES AND CHA	18,650.00	18,182.00	13,837.48	(4,344.52)	76.11	18,496.92

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	.00	.00	.00	.00	600.00
101-41320-409 MAINT CONTRACTS - OFFICE EQUIP	16,000.00	28,000.00	23,284.20	(4,715.80)	83.16	27,559.54
101-41320-430 MISCELLANEOUS	50.00	50.00	39.95	(10.05)	79.90	44.95
101-41320-433 DUES AND SUBSCRIPTIONS	600.00	850.00	752.70	(97.30)	88.55	178.30
101-41320-437 CITY WIDE DUES & SUBSCRIPTIONS	14,000.00	15,254.00	15,253.65	(.35)	100.00	13,951.00
101-41320-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	670.00	(830.00)	44.67	693.00
<i>TOTAL MISCELLANEOUS</i>	<u>32,150.00</u>	<u>45,654.00</u>	<u>40,000.50</u>	<u>(5,653.50)</u>	<u>87.62</u>	<u>43,026.79</u>
TOTAL ADMINISTRATION	<u><u>346,479.00</u></u>	<u><u>344,594.00</u></u>	<u><u>338,365.50</u></u>	<u><u>(6,228.50)</u></u>	<u><u>98.19</u></u>	<u><u>412,476.63</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	8,100.00	8,100.00	5,190.63	(2,909.37)	64.08	.00
<i>TOTAL PERSONAL SERVICES</i>	8,100.00	8,100.00	5,190.63	(2,909.37)	64.08	.00
<i>SUPPLIES</i>						
101-41410-200 MISCELLANEOUS OFFICE SUPPLIES	300.00	300.00	.00	(300.00)	.00	.00
101-41410-201 OFFICE SUPPLIES - ACCESSORIES	.00	.00	17.24	17.24	.00	.00
<i>TOTAL SUPPLIES</i>	300.00	300.00	17.24	(282.76)	5.75	.00
<i>OTHER SERVICES AND CHARGES</i>						
101-41410-331 TRAVEL/MEALS/LODGING	200.00	200.00	131.45	(68.55)	65.73	.00
101-41410-351 LEGAL NOTICES/ORD PUBLISHING	100.00	100.00	236.26	136.26	236.26	.00
<i>TOTAL OTHER SERVICES AND CHA</i>	300.00	300.00	367.71	67.71	122.57	.00
<i>MISCELLANEOUS</i>						
101-41410-408 MAINT CONTRACTS - MACH/EQUIP	3,200.00	3,200.00	285.83	(2,914.17)	8.93	2,645.00
<i>TOTAL MISCELLANEOUS</i>	3,200.00	3,200.00	285.83	(2,914.17)	8.93	2,645.00
TOTAL ELECTIONS	11,900.00	11,900.00	5,861.41	(6,038.59)	49.26	2,645.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	190,671.00	202,135.00	194,033.38	(8,101.62)	95.99	186,010.69
101-41500-121 PERA (EMPLOYER)	14,301.00	14,601.00	14,511.78	(89.22)	99.39	14,602.68
101-41500-122 FICA/MEDICARE (EMPLOYER)	14,587.00	14,897.00	14,304.66	(592.34)	96.02	14,229.52
101-41500-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	34,566.00	34,566.00	33,183.84	(1,382.16)	96.00	33,031.14
101-41500-132 FINANCE LONGEVITY PAY	7,464.00	.00	.00	.00	.00	.00
101-41500-133 FINANCE INS DEDUCTIBLE CONTRIB	2,400.00	2,400.00	2,567.20	167.20	106.97	1,584.97
101-41500-151 WORKERS' COMPENSATION PREMIU	1,078.00	1,228.00	1,004.29	(223.71)	81.78	865.37
101-41500-154 HRA/FLEX FEES	200.00	200.00	136.00	(64.00)	68.00	136.80
TOTAL PERSONAL SERVICES	265,267.00	270,027.00	259,741.15	(10,285.85)	96.19	250,461.17
<i>SUPPLIES</i>						
101-41500-201 OFFICE SUPPLIES - ACCESSORIES	1,600.00	1,600.00	869.89	(730.11)	54.37	1,353.75
101-41500-204 STATIONARY, FORMS & ENVELOPES	3,500.00	3,500.00	3,510.58	10.58	100.30	2,744.99
101-41500-209 SOFTWARE UPDATES	1,000.00	1,000.00	775.00	(225.00)	77.50	750.00
101-41500-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	69.81	(430.19)	13.96	57.98
101-41500-240 SMALL TOOLS AND MINOR EQUIPME	1,200.00	1,200.00	626.73	(573.27)	52.23	.00
TOTAL SUPPLIES	7,800.00	7,800.00	5,852.01	(1,947.99)	75.03	4,906.72
<i>OTHER SERVICES AND CHARGES</i>						
101-41500-301 AUDITING AND ACCOUNTING	36,000.00	36,000.00	36,000.00	.00	100.00	35,537.00
101-41500-304 MISC PROFESSIONAL SERVICES	3,500.00	3,500.00	3,588.00	88.00	102.51	4,288.00
101-41500-308 ISANTI CO ASSESSMENT MGMT FEE	1,000.00	1,000.00	349.00	(651.00)	34.90	763.00
101-41500-309 EDP PROFESSIONAL SERVICES	7,000.00	7,000.00	6,125.25	(874.75)	87.50	5,477.25
101-41500-313 IT MGMT & BACKUP	6,000.00	6,000.00	5,330.40	(669.60)	88.84	5,546.40
101-41500-321 TELEPHONE/CELLULAR PHONES	540.00	540.00	540.00	.00	100.00	495.00
101-41500-331 TRAVEL/MEALS/LODGING	500.00	500.00	15.00	(485.00)	3.00	.00
101-41500-334 MILEAGE REIMBURSEMENT	300.00	300.00	120.00	(180.00)	40.00	16.80
101-41500-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	243.96	(256.04)	48.79	445.37
101-41500-360 INSURANCE AND BONDS	2,000.00	1,136.00	1,302.50	166.50	114.66	1,762.53
TOTAL OTHER SERVICES AND CHA	57,340.00	56,476.00	53,614.11	(2,861.89)	94.93	54,331.35
<i>MISCELLANEOUS</i>						
101-41500-409 MAINT CONTRACTS - OFFICE EQUIP	17,000.00	16,000.00	15,931.00	(69.00)	99.57	15,776.00
101-41500-420 WELLNESS ACTIVITIES	500.00	500.00	.00	(500.00)	.00	.00
101-41500-430 MISCELLANEOUS	250.00	250.00	76.53	(173.47)	30.61	107.11
101-41500-433 DUES AND SUBSCRIPTIONS	1,750.00	1,750.00	1,391.50	(358.50)	79.51	1,624.80
101-41500-440 SCHOOLS AND MEETINGS	2,400.00	2,400.00	2,446.00	46.00	101.92	698.00
TOTAL MISCELLANEOUS	21,900.00	20,900.00	19,845.03	(1,054.97)	94.95	18,205.91
TOTAL FINANCE/MIS	352,307.00	355,203.00	339,052.30	(16,150.70)	95.45	327,905.15

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LEGAL</u>						
<i>OTHER SERVICES & CHARGES</i>						
101-41610-304 LEGAL FEES	65,000.00	85,000.00	66,200.97	(18,799.03)	77.88	51,484.61
101-41610-305 PROSECUTION SERVICES	42,000.00	45,300.00	45,293.27	(6.73)	99.99	40,608.48
101-41610-307 TOWNSHIP ANNEXATION PAYMENTS	11,000.00	246.00	245.70	(.30)	99.88	3,740.00
<i>TOTAL OTHER SERVICES & CHARG</i>	118,000.00	130,546.00	111,739.94	(18,806.06)	85.59	95,833.09
TOTAL LEGAL	118,000.00	130,546.00	111,739.94	(18,806.06)	85.59	95,833.09

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
BUILDING DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-41920-101	FULL-TIME EMPLOYEES - REGULAR	210,355.00	135,000.00	130,451.42 (4,548.58)	96.63	174,963.10
101-41920-102	FULL-TIME EMPLOYEES - OVERTIME	.00	.00	.00	.00	2,742.79
101-41920-121	PERA (EMPLOYER)	15,853.00	10,125.00	9,602.57 (522.43)	94.84	13,183.37
101-41920-122	FICA/MEDICARE (EMPLOYER)	15,770.00	10,327.00	9,615.77 (711.23)	93.11	13,771.77
101-41920-131	MEDICAL/DENTAL/LIFE	53,575.00	41,302.00	35,220.92 (6,081.08)	85.28	45,605.50
101-41920-132	BLDG DEPT LONGEVITY PAY	1,031.00	.00	.00	.00	.00
101-41920-133	BLDG DEPT INS DEDUCTIBLE CONTR	3,720.00	3,600.00	.00 (3,600.00)	.00	2,181.64
101-41920-151	WORKERS' COMPENSATION PREMIU	1,077.00	1,200.00	645.67 (554.33)	53.81	462.05
101-41920-154	HRA/FLEX FEES	300.00	200.00	160.20 (39.80)	80.10	242.80
	TOTAL PERSONAL SERVICES	301,681.00	201,754.00	185,696.55 (16,057.45)	92.04	253,153.02
<i>SUPPLIES</i>						
101-41920-201	OFFICE SUPPLIES	750.00	1,600.00	1,467.80 (132.20)	91.74	1,421.59
101-41920-209	SOFTWARE UPDATES	500.00	500.00	146.88 (353.12)	29.38	.00
101-41920-210	MISCELLANEOUS OPER SUPPLIES	800.00	800.00	478.00 (322.00)	59.75	.00
101-41920-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	2,500.00	2,000.00	719.57 (1,280.43)	35.98	1,138.13
101-41920-221	REPAIRS & MAINT SUPP VEH/EQUIP	1,000.00	1,000.00	231.64 (768.36)	23.16	83.65
101-41920-240	SMALL TOOLS & MINOR EQUIPMENT	7,500.00	1,000.00	2,918.81 1,918.81	291.88	2,089.98
	TOTAL SUPPLIES	13,050.00	6,900.00	5,962.70 (937.30)	86.42	4,733.35
<i>OTHER CHARGES & SERVICES</i>						
101-41920-304	MISC. PROFESSIONAL FEES	750.00	750.00	273.50 (476.50)	36.47	134.00
101-41920-305	CONTRACTED BUILDING INSPECTIO	.00	8,000.00	244,465.46 236,465.46	3,055.82	355,679.77
101-41920-313	IT MGMT & BACKUP	5,800.00	5,800.00	5,330.40 (469.60)	91.90	5,546.40
101-41920-321	TELEPHONE/CELLULAR PHONES	2,700.00	2,700.00	569.58 (2,130.42)	21.10	1,566.08
101-41920-331	TRAVEL/MEALS/LODGING	600.00	600.00	.00 (600.00)	.00	12.50
101-41920-334	MILEAGE REIMBURSEMENT	500.00	500.00	.00 (500.00)	.00	439.04
101-41920-340	ADVERTISING	200.00	200.00	.00 (200.00)	.00	.00
101-41920-351	LEGAL NOTICES/ORDINANCE PUBLIS	200.00	200.00	.00 (200.00)	.00	.00
101-41920-360	INSURANCE AND BONDS	2,400.00	3,764.00	3,763.70 (.30)	99.99	2,331.02
	TOTAL OTHER CHARGES & SERVIC	13,150.00	22,514.00	254,402.64 231,888.64	1,129.98	365,708.81
<i>MISCELLANEOUS</i>						
101-41920-404	REPAIRS & MAINT LABOR VEH & EQ	250.00	250.00	.00 (250.00)	.00	.00
101-41920-409	MAINT CONTRACTS-OFFICE EQUIP	2,900.00	2,900.00	2,685.00 (215.00)	92.59	2,870.00
101-41920-430	MISCELLANEOUS	300.00	300.00	115.10 (184.90)	38.37	96.58
101-41920-432	CREDIT CARD FEES-BLDG PERMITS	500.00	500.00	17.60 (482.40)	3.52	9.15
101-41920-433	DUES AND SUBSCRIPTIONS	1,400.00	500.00	397.72 (102.28)	79.54	480.00
101-41920-440	SCHOOLS & MEETINGS	3,200.00	3,200.00	565.00 (2,635.00)	17.66	1,420.24
	TOTAL MISCELLANEOUS	8,550.00	7,650.00	3,780.42 (3,869.58)	49.42	4,875.97
	TOTAL BUILDING DEPARTMENT	336,431.00	238,818.00	449,842.31 211,024.31	188.36	628,471.15

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

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ENGINEERING</u>							
<i>OTHER CHARGES & SERVICES</i>							
101-41925-303	ENGINEERING FEES	38,000.00	38,000.00	32,575.47	(5,424.53)	85.72	56,149.99
	<i>TOTAL OTHER CHARGES & SERVIC</i>	38,000.00	38,000.00	32,575.47	(5,424.53)	85.72	56,149.99
	TOTAL ENGINEERING	38,000.00	38,000.00	32,575.47	(5,424.53)	85.72	56,149.99

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL	
PLANNING							
<i>PERSONAL SERVICES</i>							
101-41935-101	FULL-TIME EMPLOYEES - REGULAR	231,681.00	175,467.00	176,086.64	619.64	100.35	98,271.20
101-41935-112	PLANNING COMMISSION PAYMENTS	2,500.00	2,500.00	2,520.00	20.00	100.80	2,030.00
101-41935-121	PERA (EMPLOYER)	17,784.00	12,750.00	13,164.75	414.75	103.25	8,059.80
101-41935-122	FICA/MEDICARE (EMPLOYER)	18,141.00	13,005.00	13,139.15	134.15	101.03	7,868.96
101-41935-131	MEDICAL/DENTAL/LIFE	46,623.00	33,511.00	32,694.42	(816.58)	97.56	16,515.57
101-41935-132	PLANNING LONGEVITY PAY	5,467.00	.00	.00	.00	.00	.00
101-41935-133	PLANNING INS DEDUCTIBLE CONTRI	3,240.00	3,240.00	3,070.47	(169.53)	94.77	384.94
101-41935-151	WORKERS' COMPENSATION PREMIU	1,407.00	1,500.00	1,009.51	(490.49)	67.30	700.97
101-41935-154	HRA/FLEX FEES	300.00	300.00	130.95	(169.05)	43.65	68.40
	TOTAL PERSONAL SERVICES	327,143.00	242,273.00	241,815.89	(457.11)	99.81	133,899.84
<i>SUPPLIES</i>							
101-41935-201	OFFICE SUPPLIES	1,800.00	2,000.00	2,353.18	353.18	117.66	617.31
101-41935-204	STATIONERY, FORMS & ENVELOPES	150.00	150.00	.00	(150.00)	.00	.00
101-41935-209	SOFTWARE UPDATES	2,500.00	2,500.00	1,508.32	(991.68)	60.33	1,635.50
101-41935-210	MISCELLANEOUS OPER SUPPLIES	200.00	200.00	.00	(200.00)	.00	.00
101-41935-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	350.00	350.00	359.94	9.94	102.84	60.69
101-41935-221	REPAIRS & MAINT SUPP-VEH/EQUIP	350.00	350.00	6.30	(343.70)	1.80	7.68
101-41935-240	SMALL TOOLS & MINOR EQUIPMENT	7,000.00	7,000.00	1,619.27	(5,380.73)	23.13	1,369.50
	TOTAL SUPPLIES	12,350.00	12,550.00	5,847.01	(6,702.99)	46.59	3,690.68
<i>OTHER CHARGES & SERVICES</i>							
101-41935-301	PLANNING SPECIAL PROJECTS	2,500.00	2,500.00	.00	(2,500.00)	.00	1,167.22
101-41935-304	MISC PROFESSIONAL FEES	1,500.00	1,500.00	190.63	(1,309.37)	12.71	800.00
101-41935-313	IT MGMT & BACKUP	5,330.00	5,330.00	5,330.40	.40	100.01	5,546.40
101-41935-331	TRAVEL/MEALS/LODGING	600.00	600.00	202.98	(397.02)	33.83	108.10
101-41935-334	MILEAGE REIMBURSEMENT	250.00	250.00	.00	(250.00)	.00	.00
101-41935-340	ADVERTISING	200.00	200.00	.00	(200.00)	.00	.00
101-41935-351	LEGAL NOTICE/ORD PUBLISH	1,500.00	1,500.00	217.08	(1,282.92)	14.47	261.02
101-41935-360	INSURANCE AND BONDS	10,000.00	9,962.00	9,961.31	(.69)	99.99	10,521.62
	TOTAL OTHER CHARGES & SERVIC	21,880.00	21,842.00	15,902.40	(5,939.60)	72.81	18,404.36
<i>MISCELLANEOUS</i>							
101-41935-404	REPAIRS & MAINT LABOR VEH/EQUI	300.00	300.00	.00	(300.00)	.00	.00
101-41935-409	MAINT CONTRACTS-OFFICE EQUIP	5,100.00	3,500.00	2,990.00	(510.00)	85.43	2,990.00
101-41935-430	MISCELLANEOUS	1,000.00	1,000.00	51.36	(948.64)	5.14	(3,188.00)
101-41935-431	PROPERTY SECURING EXP	.00	600.00	872.15	272.15	145.36	704.00
101-41935-433	DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	829.60	(170.40)	82.96	891.00
101-41935-440	SCHOOL AND MEETINGS	2,700.00	2,700.00	662.00	(2,038.00)	24.52	300.00
101-41935-489	OTHER CONTRACTED SERVICES	1,200.00	350.00	350.00	.00	100.00	.00
101-41935-490	FLYOVER PICTURES	5,000.00	.00	.00	.00	.00	.00
	TOTAL MISCELLANEOUS	16,300.00	9,450.00	5,755.11	(3,694.89)	60.90	1,697.00

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL PLANNING	377,673.00	286,115.00	269,320.41	(16,794.59)	94.13	157,691.88

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	28,070.00	29,298.00	28,813.20	(484.80)	98.35	27,648.22
101-41950-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	500.00	.00	(500.00)	.00	.00
101-41950-121 PERA (EMPLOYER)	2,227.00	2,227.00	2,154.84	(72.16)	96.76	2,196.69
101-41950-122 FICA/MEDICARE (EMPLOYER)	2,271.00	2,271.00	2,127.98	(143.02)	93.70	2,119.01
101-41950-131 MEDICAL/DENTAL/LIFE	8,641.00	8,641.00	8,269.92	(371.08)	95.71	8,234.44
101-41950-132 LONGEVITY PAY	1,228.00	.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	1,598.00	3,000.00	1,577.48	(1,422.52)	52.58	2,015.66
101-41950-154 HRA/FLEX FEES	100.00	100.00	34.00	(66.00)	34.00	34.20
TOTAL PERSONAL SERVICES	45,735.00	46,637.00	42,977.42	(3,659.58)	92.15	42,248.22
<i>SUPPLIES</i>						
101-41950-212 GASOLINE/FUEL	200.00	200.00	.00	(200.00)	.00	46.49
101-41950-215 MAINTENANCE SUPPLIES	9,000.00	7,000.00	5,434.66	(1,565.34)	77.64	5,493.49
101-41950-240 SMALL TOOLS & EQUIPMENT	1,500.00	1,000.00	262.86	(737.14)	26.29	359.16
TOTAL SUPPLIES	10,700.00	8,200.00	5,697.52	(2,502.48)	69.48	5,899.14
<i>OTHER SERVICES AND CHARGES</i>						
101-41950-321 TELEPHONE/CELLULAR PHONES	18,000.00	18,000.00	18,633.01	633.01	103.52	18,726.46
101-41950-360 INSURANCE AND BONDS	2,100.00	2,212.00	2,211.55	(.45)	99.98	1,971.26
101-41950-381 ELECTRIC UTILITIES	12,000.00	12,000.00	10,735.67	(1,264.33)	89.46	12,220.19
101-41950-382 WATER/WASTEWATER UTILITIES	4,000.00	4,000.00	4,059.21	59.21	101.48	4,386.45
101-41950-383 GAS UTILITIES	7,500.00	7,500.00	8,384.42	884.42	111.79	6,896.39
TOTAL OTHER SERVICES AND CHA	43,600.00	43,712.00	44,023.86	311.86	100.71	44,200.75
<i>MISCELLANEOUS</i>						
101-41950-401 REPAIRS & MAINT LABOR - BLDGS	37,000.00	37,000.00	32,897.33	(4,102.67)	88.91	25,148.90
101-41950-409 MAINT CONTRACTS - OFFICE EQUIP	4,800.00	4,800.00	4,513.00	(287.00)	94.02	4,301.00
101-41950-413 RENTALS - OFFICE EQUIPMENT	12,000.00	10,000.00	8,354.47	(1,645.53)	83.54	7,385.19
101-41950-430 MISCELLANEOUS	500.00	500.00	397.52	(102.48)	79.50	292.10
TOTAL MISCELLANEOUS	54,300.00	52,300.00	46,162.32	(6,137.68)	88.26	37,127.19
TOTAL NEW CITY HALL BUILDING	154,335.00	150,849.00	138,861.12	(11,987.88)	92.05	129,475.30

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
POLICE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42100-101	1,404,188.00	1,451,494.00	1,422,353.37	(29,140.63)	97.99	1,232,974.76
101-42100-102	90,000.00	105,000.00	111,180.21	6,180.21	105.89	88,182.72
101-42100-103	.00	.00	.00	.00	.00	(1,073.65)
101-42100-104	20,000.00	5,000.00	3,426.83	(1,573.17)	68.54	10,303.52
101-42100-110	30,000.00	30,000.00	29,342.97	(657.03)	97.81	21,831.81
101-42100-117	9,636.00	9,636.00	11,300.30	1,664.30	117.27	8,285.61
101-42100-121	271,250.00	271,250.00	265,911.94	(5,338.06)	98.03	234,092.20
101-42100-122	30,481.00	30,481.00	29,551.89	(929.11)	96.95	26,980.42
101-42100-131	329,256.00	322,336.00	310,671.70	(11,664.30)	96.38	271,010.98
101-42100-132	47,306.00	.00	.00	.00	.00	.00
101-42100-133	21,600.00	21,600.00	11,250.66	(10,349.34)	52.09	10,288.96
101-42100-151	102,889.00	120,889.00	89,182.17	(31,706.83)	73.77	49,577.81
101-42100-154	1,600.00	1,600.00	1,235.90	(364.10)	77.24	1,080.30
TOTAL PERSONAL SERVICES	2,358,206.00	2,369,286.00	2,285,407.94	(83,878.06)	96.46	1,953,535.44
<i>SUPPLIES</i>						
101-42100-201	2,000.00	3,000.00	2,512.69	(487.31)	83.76	900.07
101-42100-202	1,500.00	1,500.00	481.13	(1,018.87)	32.08	532.76
101-42100-209	7,800.00	3,177.00	250.00	(2,927.00)	7.87	1,980.00
101-42100-210	3,000.00	3,000.00	2,357.63	(642.37)	78.59	2,465.36
101-42100-212	35,000.00	45,000.00	54,831.37	9,831.37	121.85	36,350.20
101-42100-213	4,500.00	2,500.00	2,493.12	(6.88)	99.72	.00
101-42100-214	4,000.00	2,000.00	478.46	(1,521.54)	23.92	3,515.47
101-42100-217	4,000.00	2,500.00	5,088.27	2,588.27	203.53	3,471.21
101-42100-221	18,500.00	18,500.00	15,178.57	(3,321.43)	82.05	11,640.50
101-42100-231	19,000.00	26,000.00	26,029.52	29.52	100.11	15,422.85
101-42100-232	1,800.00	1,800.00	.00	(1,800.00)	.00	.00
101-42100-240	20,800.00	20,800.00	18,280.01	(2,519.99)	87.88	20,192.55
TOTAL SUPPLIES	121,900.00	129,777.00	127,980.77	(1,796.23)	98.62	96,470.97
<i>OTHER SERVICES AND CHARGES</i>						
101-42100-304	7,500.00	15,000.00	13,597.18	(1,402.82)	90.65	30,657.08
101-42100-313	24,000.00	24,000.00	23,985.60	(14.40)	99.94	24,953.60
101-42100-321	14,500.00	13,000.00	13,394.51	394.51	103.03	11,898.64
101-42100-322	600.00	600.00	342.20	(257.80)	57.03	570.41
101-42100-331	2,000.00	2,000.00	2,071.49	71.49	103.57	1,412.42
101-42100-334	500.00	500.00	171.41	(328.59)	34.28	.00
101-42100-340	100.00	100.00	.00	(100.00)	.00	13.73
101-42100-360	63,500.00	59,962.00	59,961.60	(.40)	100.00	61,907.51
101-42100-381	6,500.00	6,500.00	5,521.20	(978.80)	84.94	6,284.65
101-42100-383	4,000.00	4,000.00	4,129.65	129.65	103.24	3,396.72
TOTAL OTHER SERVICES AND CHA	123,200.00	125,662.00	123,174.84	(2,487.16)	98.02	141,094.76

CITY OF CAMBRIDGE
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	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	11,325.77	1,325.77	113.26	3,897.92
101-42100-409 MAINT CONTRACTS - EQUIPMENT	25,000.00	25,000.00	20,928.43	(4,071.57)	83.71	25,851.30
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	2,443.00	2,442.13	(.87)	99.96	2,370.00
101-42100-432 CREDIT CARD FEES-POLICE DEPT	50.00	50.00	.00	(50.00)	.00	.00
101-42100-433 DUES AND SUBSCRIPTIONS	12,000.00	12,000.00	14,225.36	2,225.36	118.54	14,654.97
101-42100-440 SCHOOLS AND MEETINGS	14,000.00	14,000.00	11,504.05	(2,495.95)	82.17	7,713.00
101-42100-480 SPECIAL RESPONSE TEAM	6,000.00	.00	.00	.00	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>70,450.00</u>	<u>64,493.00</u>	<u>60,425.74</u>	<u>(4,067.26)</u>	<u>93.69</u>	<u>54,487.19</u>
TOTAL POLICE DEPARTMENT	<u><u>2,673,756.00</u></u>	<u><u>2,689,218.00</u></u>	<u><u>2,596,989.29</u></u>	<u><u>(92,228.71)</u></u>	<u><u>96.57</u></u>	<u><u>2,245,588.36</u></u>

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
FIRE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42200-101 FULL-TIME EMPLOYEES - REGULAR	95,056.00	96,877.00	97,449.05	572.05	100.59	92,303.31
101-42200-103 PART-TIME EMPLOYEES - REGULAR	50,000.00	50,000.00	62,881.00	12,881.00	125.76	56,006.00
101-42200-121 PERA (EMPLOYER)	17,147.00	17,147.00	17,197.79	50.79	100.30	16,935.48
101-42200-122 FICA/MEDICARE (EMPLOYER)	5,230.00	5,230.00	6,181.75	951.75	118.20	5,614.49
101-42200-131 MEDICAL/DENTAL/LIFE INS	17,282.00	17,282.00	16,578.00	(704.00)	95.93	16,501.65
101-42200-132 FIRE LONGEVITY PAY	1,821.00	.00	.00	.00	.00	.00
101-42200-133 DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	225.00	(975.00)	18.75	697.50
101-42200-151 WORKERS' COMPENSATION PREMIU	43,670.00	50,120.00	37,549.89	(12,570.11)	74.92	34,140.45
101-42200-154 HRA/FLEX FEES	150.00	150.00	68.00	(82.00)	45.33	68.40
TOTAL PERSONAL SERVICES	231,556.00	238,006.00	238,130.48	124.48	100.05	222,267.28
<i>SUPPLIES</i>						
101-42200-201 OFFICE SUPPLIES - ACCESSORIES	50.00	100.00	70.32	(29.68)	70.32	87.59
101-42200-210 MISCELLANEOUS OPER SUPPLIES	9,500.00	9,500.00	7,249.30	(2,250.70)	76.31	5,933.86
101-42200-212 GASOLINE/FUEL/LUB/ADDITIVES	7,000.00	9,000.00	9,349.97	349.97	103.89	7,606.30
101-42200-215 SHOP MAINTENANCE SUPPLIES	200.00	200.00	.00	(200.00)	.00	12.88
101-42200-221 REPAIR & MAINT SUPP - VEH/EQ	15,000.00	15,000.00	10,778.52	(4,221.48)	71.86	25,414.25
101-42200-223 REPAIR & MAINT SUPP - BLDGS	1,500.00	1,500.00	115.89	(1,384.11)	7.73	1,905.94
101-42200-231 UNIFORM ALLOWANCE	10,000.00	14,733.00	15,669.15	936.15	106.35	6,035.07
101-42200-232 UNIFORM ALLOWANCE GRANT FUND	.00	14,354.00	23,056.28	8,702.28	160.63	.00
101-42200-240 FIRE DEPT SMALL TOOLS	12,000.00	12,000.00	791.80	(11,208.20)	6.60	4,754.78
TOTAL SUPPLIES	55,250.00	76,387.00	67,081.23	(9,305.77)	87.82	51,750.67
<i>OTHER SERVICES AND CHARGES</i>						
101-42200-304 MISC PROFESSIONAL SERVICES	4,000.00	14,000.00	15,188.65	1,188.65	108.49	14,431.24
101-42200-306 FIRE RELIEF PENSION PASS THRU	.00	.00	99,739.59	99,739.59	.00	88,927.23
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	5,600.00	5,600.00	5,330.40	(269.60)	95.19	5,546.40
101-42200-321 TELEPHONE/CELLULAR PHONES	1,400.00	1,400.00	900.34	(499.66)	64.31	900.24
101-42200-331 TRAVEL/MEALS/LODGING	1,500.00	1,500.00	934.84	(565.16)	62.32	63.00
101-42200-334 MILEAGE REIMBURSEMENT	300.00	300.00	.00	(300.00)	.00	.00
101-42200-340 ADVERTISING	250.00	250.00	119.60	(130.40)	47.84	1,268.00
101-42200-360 INSURANCE AND BONDS	7,500.00	7,748.00	7,747.17	(.83)	99.99	7,008.78
101-42200-381 ELECTRIC UTILITIES	17,500.00	17,500.00	14,881.68	(2,618.32)	85.04	16,954.65
101-42200-382 WATER/WASTEWATER UTILITIES	600.00	600.00	404.03	(195.97)	67.34	447.84
101-42200-383 GAS UTILITIES	5,000.00	3,500.00	4,032.06	532.06	115.20	3,095.05
TOTAL OTHER SERVICES AND CHA	53,650.00	62,398.00	159,278.36	96,880.36	255.26	148,642.43

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-42200-401 REPAIR & MAINT LABOR - BLDGS	2,500.00	1,500.00	912.50	(587.50)	60.83	1,340.00
101-42200-404 REPAIR & MAINT LABOR - VEH/EQ	15,000.00	15,000.00	5,991.74	(9,008.26)	39.94	14,186.85
101-42200-430 MISCELLANEOUS	.00	.00	.00	.00	.00	419.08
101-42200-433 DUES AND SUBSCRIPTIONS	1,700.00	1,700.00	1,235.00	(465.00)	72.65	1,735.00
101-42200-440 SCHOOLS AND MEETINGS	6,000.00	3,000.00	2,635.00	(365.00)	87.83	198.00
101-42200-441 GRANT FUNDED SCHOOLS	.00	11,037.00	11,036.25	(.75)	99.99	15,142.75
<i>TOTAL MISCELLANEOUS</i>	<u>25,200.00</u>	<u>32,237.00</u>	<u>21,810.49</u>	<u>(10,426.51)</u>	<u>67.66</u>	<u>33,021.68</u>
TOTAL FIRE DEPARTMENT	<u><u>365,656.00</u></u>	<u><u>409,028.00</u></u>	<u><u>486,300.56</u></u>	<u><u>77,272.56</u></u>	<u><u>118.89</u></u>	<u><u>455,682.06</u></u>

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
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	257.28	(242.72)	51.46	88.86
101-42300-240 SMALL TOOLS AND MINOR EQUIP	1,500.00	2,187.00	2,186.62	(.38)	99.98	.00
<i>TOTAL SUPPLIES</i>	<u>2,100.00</u>	<u>2,787.00</u>	<u>2,443.90</u>	<u>(343.10)</u>	<u>87.69</u>	<u>88.86</u>
<i>OTHER SERVICES AND CHARGES</i>						
101-42300-331 TRAVEL/MEALS/LODGING	300.00	.00	.00	.00	.00	.00
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>300.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>
<i>MISCELLANEOUS</i>						
101-42300-433 DUES AND SUBSCRIPTIONS	200.00	305.00	305.00	.00	100.00	.00
101-42300-440 SCHOOLS AND MEETINGS	500.00	.00	.00	.00	.00	280.00
101-42300-489 OTHER CONTRACTED SERVICES	1,500.00	1,308.00	775.00	(533.00)	59.25	760.00
<i>TOTAL MISCELLANEOUS</i>	<u>2,200.00</u>	<u>1,613.00</u>	<u>1,080.00</u>	<u>(533.00)</u>	<u>66.96</u>	<u>1,040.00</u>
<i>FUNCTION 9</i>						
101-42300-999 COVID 19 EMERGENCY MANAGEMEN	.00	243.00	371.68	128.68	152.95	672.84
<i>TOTAL FUNCTION 9</i>	<u>.00</u>	<u>243.00</u>	<u>371.68</u>	<u>128.68</u>	<u>152.95</u>	<u>672.84</u>
TOTAL EMERGENCY MANAGEMENT	<u><u>4,600.00</u></u>	<u><u>4,643.00</u></u>	<u><u>3,895.58</u></u>	<u><u>(747.42)</u></u>	<u><u>83.90</u></u>	<u><u>1,801.70</u></u>

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ANIMAL CONTROL</u>						
<i>OTHER SERVICES & CHARGES</i>						
101-42700-310 ANIMAL CONTROL SERVICES	5,000.00	5,000.00	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

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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL	
STREETS							
<i>PERSONAL SERVICES</i>							
101-43001-101	FULL-TIME EMPLOYEES - REGULAR	628,549.00	651,276.00	653,139.45	1,863.45	100.29	683,442.11
101-43001-102	FULL-TIME EMPLOYEES - OVERTIME	5,000.00	5,000.00	5,059.49	59.49	101.19	1,885.54
101-43001-104	TEMP/SEAS EMPLOYEES REGULAR	42,144.00	30,455.00	16,449.21	(14,005.79)	54.01	24,398.43
101-43001-105	TEMP/SEAS EMPLOYEES - OVERTIME	.00	119.00	119.00	.00	100.00	.00
101-43001-111	OVERTIME-SNOWPLOWING	38,000.00	37,400.00	28,366.02	(9,033.98)	75.84	24,686.51
101-43001-112	OVERTIME MOSQUITO SPRAYING	2,000.00	2,000.00	646.57	(1,353.43)	32.33	113.18
101-43001-115	CALL-IN PAY	.00	600.00	704.67	104.67	117.45	272.76
101-43001-121	PERA (EMPLOYER)	52,220.00	52,220.00	51,531.00	(689.00)	98.68	53,504.78
101-43001-122	FICA/MEDICARE (EMPLOYER)	56,489.00	56,489.00	52,441.90	(4,047.10)	92.84	55,825.85
101-43001-123	CENTRAL PENSION FUND CONTRIB	16,140.00	16,140.00	16,261.65	121.65	100.75	17,226.05
101-43001-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	146,287.00	146,287.00	143,776.17	(2,510.83)	98.28	139,521.62
101-43001-132	STREETS LONGEVITY PAY	22,727.00	.00	.00	.00	.00	.00
101-43001-133	STREETS INS DEDUCTIBLE CONTRIB	11,420.00	11,420.00	5,325.45	(6,094.55)	46.63	2,255.64
101-43001-151	WORKERS' COMPENSATION PREMIU	51,897.00	59,897.00	42,435.54	(17,461.46)	70.85	39,871.39
101-43001-154	HRA/FLEX FEES	700.00	700.00	669.80	(30.20)	95.69	664.24
	TOTAL PERSONAL SERVICES	1,073,573.00	1,070,003.00	1,016,925.92	(53,077.08)	95.04	1,043,668.10
<i>SUPPLIES</i>							
101-43001-201	OFFICE SUPPLIES-ACCESSORIES	1,500.00	1,500.00	395.48	(1,104.52)	26.37	220.06
101-43001-202	DUPLICATING AND COPYING SUPPLI	200.00	200.00	178.14	(21.86)	89.07	54.76
101-43001-204	STATIONERY, FORMS & ENVELOPES	200.00	200.00	.00	(200.00)	.00	.00
101-43001-209	SOFTWARE UPDATES	500.00	500.00	24.48	(475.52)	4.90	323.50
101-43001-210	MISCELLANEOUS OPER SUPPLIES	13,000.00	13,000.00	14,682.72	1,682.72	112.94	14,756.08
101-43001-212	GASOLINE/FUEL/LUB/ADDITIVES	45,000.00	55,000.00	82,026.31	27,026.31	149.14	38,306.66
101-43001-215	SHOP MAINTENANCE SUPPLIES	1,500.00	1,500.00	1,359.64	(140.36)	90.64	942.99
101-43001-219	SNOW REMOVAL MATERIALS	65,000.00	65,000.00	68,876.54	3,876.54	105.96	58,525.16
101-43001-221	REPAIR & MAINT SUPP-VEH/EQ	70,000.00	70,000.00	82,243.15	12,243.15	117.49	77,425.68
101-43001-224	REPAIR & MAINT-INFRASTRUCTURE	12,000.00	12,000.00	17,660.86	5,660.86	147.17	11,927.58
101-43001-226	SIGNS	10,000.00	10,000.00	11,012.30	1,012.30	110.12	12,304.28
101-43001-240	SMALL TOOLS AND MINOR EQUIP	12,000.00	12,000.00	10,275.52	(1,724.48)	85.63	14,068.88
	TOTAL SUPPLIES	230,900.00	240,900.00	288,735.14	47,835.14	119.86	228,855.63

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES AND CHARGES</i>						
101-43001-304 MISC PROFESSIONAL FEES	3,500.00	3,500.00	2,406.30	(1,093.70)	68.75	2,687.89
101-43001-313 IT MGMT & BACKUP	3,000.00	5,600.00	6,608.15	1,008.15	118.00	5,546.40
101-43001-321 TELEPHONE/CELLULAR PHONES	6,000.00	5,000.00	4,757.69	(242.31)	95.15	4,754.25
101-43001-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	.00
101-43001-334 MILEAGE REIMBURSEMENT	200.00	200.00	.00	(200.00)	.00	56.00
101-43001-340 ADVERTISING	400.00	400.00	744.25	344.25	186.06	592.35
101-43001-360 INSURANCE AND BONDS	18,000.00	16,800.00	16,799.30	(.70)	100.00	17,457.46
101-43001-381 ELECTRIC UTILITIES	7,500.00	7,500.00	7,090.98	(409.02)	94.55	7,363.99
101-43001-382 WATER/WASTEWATER UTILITIES	3,000.00	3,000.00	3,026.75	26.75	100.89	2,675.41
101-43001-383 GAS UTILITIES	13,000.00	18,000.00	18,035.72	35.72	100.20	11,411.48
101-43001-384 REFUSE HAULING	3,500.00	3,500.00	1,963.09	(1,536.91)	56.09	2,030.52
101-43001-386 EV CHARGING STATION POWER	.00	10,000.00	.00	(10,000.00)	.00	.00
TOTAL OTHER SERVICES AND CHA	58,600.00	74,000.00	61,432.23	(12,567.77)	83.02	54,575.75
<i>MISCELLANEOUS</i>						
101-43001-401 REPAIR & MAINT LABOR-BLDGS	1,000.00	1,500.00	1,519.00	19.00	101.27	531.40
101-43001-404 REPAIR & MAINT LABOR-VEH/EQ	5,000.00	15,000.00	13,487.67	(1,512.33)	89.92	6,640.02
101-43001-405 EMERG MGMT REP & MAINT	700.00	700.00	.00	(700.00)	.00	.00
101-43001-406 PAINTING AND STRIPING	25,000.00	25,000.00	24,103.55	(896.45)	96.41	25,608.46
101-43001-407 BRIDGE REPAIR	4,000.00	.00	.00	.00	.00	.00
101-43001-408 SIDEWALK REPAIRS	5,000.00	9,000.00	2,432.00	(6,568.00)	27.02	.00
101-43001-413 BNSF PARKING LEASE	3,100.00	3,285.00	3,284.69	(.31)	99.99	3,189.02
101-43001-414 EQUIPMENT RENTAL	6,000.00	6,000.00	6,571.87	571.87	109.53	5,033.00
101-43001-417 RENTALS - UNIFORMS	8,000.00	9,200.00	8,717.17	(482.83)	94.75	9,033.21
101-43001-430 MISCELLANEOUS	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-43001-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	789.55	(210.45)	78.96	888.95
101-43001-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	120.00	(1,380.00)	8.00	609.00
101-43001-443 CITY GARDEN/FLOWER OPER EXP	1,000.00	.00	.00	.00	.00	595.57
101-43001-444 INSECT CONTROL	10,000.00	9,943.00	9,942.11	(.89)	99.99	3,248.92
101-43001-445 DISEASED TREE PROGRAM	15,000.00	10,000.00	4,707.00	(5,293.00)	47.07	13,349.88
101-43001-446 WEED CONTROL	4,000.00	4,000.00	3,533.13	(466.87)	88.33	6,164.52
101-43001-447 DOWNTOWN DECORATIONS	10,000.00	15,000.00	11,356.12	(3,643.88)	75.71	2,394.91
101-43001-449 SOD REPLACEMENT PROJECT	4,000.00	.00	.00	.00	.00	.00
101-43001-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	17,236.24	5,236.24	143.64	11,100.77
TOTAL MISCELLANEOUS	117,300.00	124,128.00	107,800.10	(16,327.90)	86.85	88,387.63
TOTAL STREETS	1,480,373.00	1,509,031.00	1,474,893.39	(34,137.61)	97.74	1,415,487.11

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	168,688.00	173,659.00	139,058.57 (34,600.43)	80.08	109,769.61
101-45200-102	FULL-TIME EMPLOYEES - OVERTIME	2,000.00	2,000.00	278.95 (1,721.05)	13.95	2,637.88
101-45200-104	TEMP/SEAS EMPLOYEES - REGULAR	45,122.00	45,122.00	25,538.42 (19,583.58)	56.60	21,804.25
101-45200-105	TEMP/SEAS EMPLOYEES - OVERTIME	.00	67.00	66.78 (.22)	99.67	.00
101-45200-112	PARKS & REC COMM STIPENDS	3,000.00	3,000.00	947.50 (2,052.50)	31.58	630.00
101-45200-121	PERA (EMPLOYER)	13,175.00	13,175.00	10,429.84 (2,745.16)	79.16	8,710.15
101-45200-122	FICA/MEDICARE (EMPLOYER)	17,119.00	17,119.00	12,327.05 (4,791.95)	72.01	10,401.61
101-45200-123	CENTRAL PENSION FUND CONTRIB	4,160.00	4,160.00	3,379.44 (780.56)	81.24	3,553.07
101-45200-131	MEDICAL/DENTAL/LIFE	38,685.00	38,685.00	29,910.77 (8,774.23)	77.32	22,919.71
101-45200-132	PARKS LONGEVITY PAY	4,971.00	.00	.00 .00	.00	.00
101-45200-133	PARKS INSUR DEDUCTIBLE CONTRIB	3,000.00	3,000.00	1,394.47 (1,605.53)	46.48	1,641.90
101-45200-151	WORKERS' COMPENSATION PREMIU	8,385.00	9,885.00	7,255.34 (2,629.66)	73.40	5,651.78
101-45200-154	HRA/FLEX FEES	200.00	200.00	143.75 (56.25)	71.88	114.40
	TOTAL PERSONAL SERVICES	308,505.00	310,072.00	230,730.88 (79,341.12)	74.41	187,834.36
<i>SUPPLIES</i>						
101-45200-210	MISCELLANEOUS OPER SUPPLIES	10,000.00	10,000.00	6,635.62 (3,364.38)	66.36	8,322.68
101-45200-212	GASOLINE/FUEL/LUB/ADDITIVES	10,000.00	20,000.00	18,220.68 (1,779.32)	91.10	16,510.40
101-45200-221	REPAIR & MAINT SUPP - VEH/EQ	10,000.00	12,000.00	15,421.58 3,421.58	128.51	7,426.60
101-45200-223	REPAIR & MAINT SUPP - BLDG/INF	15,000.00	15,000.00	16,103.32 1,103.32	107.36	26,057.73
101-45200-226	SIGNS	1,000.00	1,111.00	1,110.38 (.62)	99.94	.00
101-45200-230	MASTER GARDENERS SUPPLIES	2,000.00	349.00	348.90 (.10)	99.97	.00
101-45200-240	SMALL TOOLS & MINOR EQUIP	2,000.00	2,000.00	1,611.98 (388.02)	80.60	13,667.20
	TOTAL SUPPLIES	50,000.00	60,460.00	59,452.46 (1,007.54)	98.33	71,984.61
<i>OTHER SERVICES AND CHARGES</i>						
101-45200-304	PROFESSIONAL SERV-PARK STUDY	500.00	712.00	990.90 278.90	139.17	821.21
101-45200-305	PARK CONTRACTED SERVICES	500.00	800.00	800.00 .00	100.00	.00
101-45200-321	TELEPHONE/CELLULAR PHONES	1,000.00	1,000.00	828.18 (171.82)	82.82	975.32
101-45200-340	ADVERTISING	200.00	200.00	.00 (200.00)	.00	.00
101-45200-351	LEGAL NOTICES/ORD PUBLISHING	200.00	200.00	30.98 (169.02)	15.49	20.50
101-45200-360	INSURANCE AND BONDS	28,000.00	24,262.00	24,261.60 (.40)	100.00	26,692.81
101-45200-381	ELECTRIC UTILITIES	70,000.00	70,000.00	60,100.37 (9,899.63)	85.86	60,511.83
101-45200-382	WATER/WASTEWATER UTILITIES	15,000.00	15,000.00	3,805.76 (11,194.24)	25.37	13,842.77
101-45200-383	GAS UTILITIES	2,000.00	2,000.00	1,087.39 (912.61)	54.37	860.09
101-45200-384	REFUSE HAULING	.00	500.00	351.20 (148.80)	70.24	175.60
101-45200-386	EV CHARGING STATION POWER	2,500.00	.00	.00 .00	.00	1,691.21
	TOTAL OTHER SERVICES AND CHA	119,900.00	114,674.00	92,256.38 (22,417.62)	80.45	105,591.34

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	8,000.00	9,728.09	1,728.09	121.60	6,930.15
101-45200-415 RENTALS - OTHER EQUIPMENT	8,000.00	8,000.00	8,446.11	446.11	105.58	8,293.22
101-45200-417 RENTALS - UNIFORMS	700.00	700.00	911.30	211.30	130.19	892.84
101-45200-445 WEED CONTROL AND FERTILIZER	15,000.00	15,000.00	6,964.74	(8,035.26)	46.43	5,553.00
101-45200-495 SKI TRAIL MAINTENANCE AGREEMEN	5,000.00	2,436.00	2,435.50	(.50)	99.98	3,675.00
101-45200-496 PARKS ARTS & PROGRAMMING	20,000.00	30,000.00	26,882.75	(3,117.25)	89.61	17,593.00
<i>TOTAL MISCELLANEOUS</i>	<u>53,700.00</u>	<u>64,136.00</u>	<u>55,368.49</u>	<u>(8,767.51)</u>	<u>86.33</u>	<u>42,937.21</u>
TOTAL PARKS & RECREATION	<u><u>532,105.00</u></u>	<u><u>549,342.00</u></u>	<u><u>437,808.21</u></u>	<u><u>(111,533.79)</u></u>	<u><u>79.70</u></u>	<u><u>408,347.52</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	3,500.00	5,906.18	2,406.18	168.75	3,490.33
101-45400-223 REPAIR & MAINT SUPP - BLDG/INF	5,000.00	2,500.00	1,033.64	(1,466.36)	41.35	2,022.91
101-45400-240 SMALL TOOLS & MINOR EQUIP	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
TOTAL SUPPLIES	6,500.00	7,000.00	6,939.82	(60.18)	99.14	5,513.24
<i>OTHER SERVICES AND CHARGES</i>						
101-45400-360 INSURANCE AND BONDS	5,500.00	5,898.00	5,897.55	(.45)	99.99	4,422.65
101-45400-381 ELECTRIC UTILITIES	29,000.00	33,000.00	32,713.28	(286.72)	99.13	31,586.00
101-45400-382 WATER/WASTEWATER UTILITIES	3,600.00	2,500.00	2,564.98	64.98	102.60	2,002.72
101-45400-383 GAS UTILITIES	2,500.00	6,500.00	6,790.67	290.67	104.47	5,582.81
101-45400-384 REFUSE HAULING	.00	1,400.00	901.48	(498.52)	64.39	1,275.45
TOTAL OTHER SERVICES AND CHA	40,600.00	49,298.00	48,867.96	(430.04)	99.13	44,869.63
<i>MISCELLANEOUS</i>						
101-45400-401 REPAIR & MAINT LABOR - BLDGS	500.00	2,500.00	1,217.04	(1,282.96)	48.68	5,913.62
101-45400-404 REPAIR & MAINT LABOR-CAMB LIBR	47,000.00	60,000.00	56,634.74	(3,365.26)	94.39	44,887.97
101-45400-409 MAINT CONTRACTS - BLDG & EQUIP	5,000.00	5,000.00	4,273.37	(726.63)	85.47	4,116.24
101-45400-430 MISCELLANEOUS	500.00	500.00	.00	(500.00)	.00	.00
101-45400-499 LIBRARY SCULPTURE PROJ-GRANT	.00	.00	.00	.00	.00	7,374.13
TOTAL MISCELLANEOUS	53,000.00	68,000.00	62,125.15	(5,874.85)	91.36	62,291.96
TOTAL LIBRARY	100,100.00	124,298.00	117,932.93	(6,365.07)	94.88	112,674.83

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	1,038,410.00	1,050,099.00	1,110,098.15	59,999.15	105.71	1,870,156.00
<i>TOTAL TRANSFERS</i>	<u>1,038,410.00</u>	<u>1,050,099.00</u>	<u>1,110,098.15</u>	<u>59,999.15</u>	<u>105.71</u>	<u>1,870,156.00</u>
TOTAL TRANSFERS OUT	<u><u>1,038,410.00</u></u>	<u><u>1,050,099.00</u></u>	<u><u>1,110,098.15</u></u>	<u><u>59,999.15</u></u>	<u><u>105.71</u></u>	<u><u>1,870,156.00</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	7,997,335.00	7,961,161.00	7,977,208.95			8,380,435.15
NET REVENUES OVER EXPENDITURE	.00	.00	632,984.97			178,656.62

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTERGOVERNMENTAL REVENUES	.00	.00	33,946.45	(33,946.45)	.00	.00
CHARGES FOR SERVICES	68,000.00	68,000.00	131,918.43	(63,918.43)	194.00	99,734.29
OTHER	200.00	200.00	.00	200.00	.00	.00
OTHER FINANCING SOURCES	44,118.00	44,118.00	44,118.00	.00	100.00	.00
TOTAL FUND REVENUE	112,318.00	112,318.00	209,982.88	(97,664.88)	186.95	99,734.29
EXPENDITURES						
AIRPORT OPERATING						
AIRPORT OPERATING	111,118.00	111,118.00	158,716.11	(47,598.11)	142.84	104,688.73
TRANSFERS OUT	1,200.00	1,200.00	.00	1,200.00	.00	.00
TOTAL AIRPORT OPERATING	112,318.00	112,318.00	158,716.11	(46,398.11)	141.31	104,688.73
TOTAL FUND EXPENDITURES	112,318.00	112,318.00	158,716.11	(46,398.11)	141.31	104,688.73
NET REVENUE OVER EXPENDITURES	.00	.00	51,266.77	(51,266.77)		(4,954.44)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
211-33180 AIRPORT ARPA A3001-C3 GRANTREV	.00	.00	20,946.45	(20,946.45)	.00	.00
211-33181 AIRPORT CRRSA3001-C2 GRANT REV	.00	.00	13,000.00	(13,000.00)	.00	.00
TOTAL INTERGOVERNMENTAL REVE	.00	.00	33,946.45	(33,946.45)	.00	.00
<u>CHARGES FOR SERVICES</u>						
211-34920 HANGER LEASE & TIE DOWN FEES	11,000.00	11,000.00	14,382.30	(3,382.30)	130.75	13,212.30
211-34921 MAINT REIMBURSEMENT - STATE	21,000.00	21,000.00	42,639.75	(21,639.75)	203.05	23,729.42
211-34925 AIRPLANE FUEL SALES	36,000.00	36,000.00	74,896.38	(38,896.38)	208.05	62,792.57
TOTAL CHARGES FOR SERVICES	68,000.00	68,000.00	131,918.43	(63,918.43)	194.00	99,734.29
<u>OTHER</u>						
211-36210 INTEREST EARNINGS	200.00	200.00	.00	200.00	.00	.00
TOTAL OTHER	200.00	200.00	.00	200.00	.00	.00
<u>OTHER FINANCING SOURCES</u>						
211-39203 TRANSFERS IN - OPERATING	44,118.00	44,118.00	44,118.00	.00	100.00	.00
TOTAL OTHER FINANCING SOURCES	44,118.00	44,118.00	44,118.00	.00	100.00	.00
TOTAL FUND REVENUE	112,318.00	112,318.00	209,982.88			99,734.29

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	13,937.00	13,937.00	22,146.36	8,209.36	158.90	18,546.69
211-49000-104 TEMP/SEAS EMPLOYEES - REGULAR	20,000.00	20,000.00	.00	(20,000.00)	.00	1,152.90
211-49000-111 OVERTIME SNOWPLOWING	.00	.00	116.01	116.01	.00	404.00
211-49000-121 PERA (EMPLOYER)	2,592.00	2,592.00	1,663.22	(928.78)	64.17	1,531.80
211-49000-122 FICA/MEDICARE (EMPLOYER)	2,644.00	2,644.00	1,659.51	(984.49)	62.77	1,609.56
211-49000-123 CENTRAL PENSION FUND CONTRIB	500.00	500.00	217.12	(282.88)	43.42	121.51
211-49000-131 MEDICAL/DENTAL/LIFE	2,592.00	2,592.00	2,473.80	(118.20)	95.44	2,553.95
211-49000-132 PARKS LONGEVITY PAY	622.00	622.00	.00	(622.00)	.00	.00
211-49000-133 AIRPORT INS DEDUCTIBLE CONTRIB	180.00	180.00	.00	(180.00)	.00	.00
211-49000-151 WORKERS' COMPENSATION PREMIU	1,051.00	1,051.00	.00	(1,051.00)	.00	.00
TOTAL PERSONAL SERVICES	44,118.00	44,118.00	28,276.02	(15,841.98)	64.09	25,920.41
<i>SUPPLIES</i>						
211-49000-210 MISCELLANEOUS OPER SUPPLIES	1,000.00	1,000.00	549.86	(450.14)	54.99	1,395.51
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	.00
211-49000-221 REPAIR/MAINT VEHICLES & EQUIP	5,000.00	5,000.00	5,335.50	335.50	106.71	1,277.97
211-49000-223 REPAIR & MAINT SUPP - BLDGS	1,000.00	1,000.00	17.18	(982.82)	1.72	.00
211-49000-226 SIGNS	500.00	500.00	.00	(500.00)	.00	194.41
211-49000-228 REPAIR & MAINT SUPP - INFRAST	2,000.00	2,000.00	2,108.99	108.99	105.45	377.56
211-49000-251 AIRPLANE FUEL COST OF SALES	34,000.00	34,000.00	75,944.17	41,944.17	223.37	53,566.88
TOTAL SUPPLIES	44,100.00	44,100.00	83,955.70	39,855.70	190.38	56,812.33
<i>OTHER SERVICES & CHARGES</i>						
211-49000-321 TELEPHONE/CELLULAR PHONES	1,500.00	1,500.00	1,507.25	7.25	100.48	2,854.93
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	180.20	80.20	180.20	190.78
211-49000-360 INSURANCE AND BONDS	3,500.00	3,500.00	3,483.85	(16.15)	99.54	3,976.27
211-49000-381 ELECTRIC UTILITIES	6,800.00	6,800.00	5,311.30	(1,488.70)	78.11	10,281.65
211-49000-383 GAS UTILITIES	1,200.00	1,200.00	2,593.59	1,393.59	216.13	287.41
TOTAL OTHER SERVICES & CHARG	13,300.00	13,300.00	13,076.19	(223.81)	98.32	17,591.04

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
211-49000-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	1,500.00	.00	(1,500.00)	.00	100.00
211-49000-403 REPAIR & MAINT LABOR - INFRAST	3,000.00	3,000.00	28,323.00	25,323.00	944.10	1,085.00
211-49000-404 REPAIR & MAINT LABOR - VEH/EQ	1,000.00	1,000.00	406.25	(593.75)	40.63	210.00
211-49000-408 MAINT CONTRACTS - MACH/EQUIP	.00	.00	551.25	551.25	.00	393.75
211-49000-430 MISCELLANEOUS	2,000.00	2,000.00	.00	(2,000.00)	.00	1,462.70
211-49000-431 UNCOLLECTIBLE ACCOUNT EXPENS	.00	.00	1,170.00	1,170.00	.00	.00
211-49000-433 DUES AND SUBSCRIPTIONS	300.00	300.00	264.00	(36.00)	88.00	25.00
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	407.50	(92.50)	81.50	400.00
211-49000-489 OTHER CONTRACTED SERVICES	1,000.00	1,000.00	2,286.20	1,286.20	228.62	688.50
TOTAL MISCELLANEOUS	9,600.00	9,600.00	33,408.20	23,808.20	348.00	4,364.95
TOTAL AIRPORT OPERATING	111,118.00	111,118.00	158,716.11	47,598.11	142.84	104,688.73

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	<u>1,200.00</u>	<u>1,200.00</u>	<u>.00</u>	<u>(1,200.00)</u>	<u>.00</u>	<u>.00</u>

CITY OF CAMBRIDGE
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	112,318.00	112,318.00	158,716.11			104,688.73
NET REVENUES OVER EXPENDITURE	.00	.00	51,266.77			(4,954.44)

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	237,645.78	(4,098.78)
31020 DELINQUENT	.00	.00	1,378.64	(1,378.64)
31050 TAX INCREMENT	.00	.00	270,396.04	(270,396.04)
	<u>233,547.00</u>	<u>233,547.00</u>	<u>509,420.46</u>	<u>(275,873.46)</u>
<u>SPECIAL ASSESSMENTS</u>				
36100 PREPAID	5,850.00	5,850.00	386,153.55	(380,303.55)
36101/36102 "PRINCIPAL, INT & PENALTIES"	342,461.00	342,461.00	348,241.63	(5,780.63)
	<u>348,311.00</u>	<u>348,311.00</u>	<u>734,395.18</u>	<u>(386,084.18)</u>
<u>OTHER FINANCING SOURCES</u>				
36210 INTEREST EARNINGS	1,000.00	1,000.00	.00	1,000.00
31050 BOND PROCEEDS	.00	.00	270,396.04	(270,396.04)
	<u>1,000.00</u>	<u>1,000.00</u>	<u>270,396.04</u>	<u>(269,396.04)</u>
<u>TRANSFERS</u>				
39200-39204 GENERAL FUND TRANSFER IN	800,000.00	800,000.00	800,000.00	.00
	<u>800,000.00</u>	<u>800,000.00</u>	<u>800,000.00</u>	<u>.00</u>
TOTAL REVENUE	<u><u>1,382,858.00</u></u>	<u><u>1,382,858.00</u></u>	<u><u>2,314,211.68</u></u>	<u><u>(931,353.68)</u></u>

CITY OF CAMBRIDGE
EXPENSES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUNDS 303-397 - DEBT SERVICE

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>DEBT SERVICE</u>						
47000601-610	PRINCIPAL	1,105,000.00	1,105,000.00	1,110,000.00	5,000.00	
47000611	INTEREST	350,801.00	350,801.00	347,125.02	(3,675.98)	98.95
47000620	OTHER FEES	4,423.00	4,423.00	3,475.00	(948.00)	78.57
		<u>1,460,224.00</u>	<u>1,460,224.00</u>	<u>1,460,600.02</u>	<u>376.02</u>	<u>100.03</u>
	 TOTAL EXPENSES	 <u>1,460,224.00</u>	 <u>1,460,224.00</u>	 <u>1,460,600.02</u>	 <u>376.02</u>	 <u>100.03</u>
	 NET REVENUES					
	OVER(UNDER) EXPENSES	<u>(77,366.00)</u>	<u>(77,366.00)</u>	<u>853,611.66</u>		

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUNDS 400-499 - CAPITAL PROJECTS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>SPECIAL ASSESSMENTS & TAXES</u>					
36100 PREPAID	.00	.00	89,418.28	(89,418.28)	.00
36101/36102 "PRINCIPAL, INT & PENALTIES"	18,507.00	18,507.00	18,508.57	(1.57)	100.01
	<u>18,507.00</u>	<u>18,507.00</u>	<u>107,926.85</u>	<u>(89,419.85)</u>	<u>583.17</u>
<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	.00	.00	253,356.00	(253,356.00)	.00
	<u>38,584.00</u>	<u>38,584.00</u>	<u>290,816.00</u>	<u>(252,232.00)</u>	<u>753.72</u>
<u>INTERGOVERNMENTAL</u>					
33419-33429 STATE AID	7,500.00	7,500.00	690,572.59	(683,072.59)	9,207.63
33160-33169 FEDERAL AID	2,070,000.00	2,070,000.00	100,087.86	1,969,912.14	4.84
	<u>2,077,500.00</u>	<u>2,077,500.00</u>	<u>790,660.45</u>	<u>1,286,839.55</u>	<u>38.06</u>
<u>OTHER FINANCING SOURCES</u>					
36210 INTEREST EARNINGS	2,500.00	2,500.00	75.68	2,424.32	3.03
36501 PROPERTY SALES	.00	.00	138,538.33	(138,538.33)	.00
36230 DONATIONS	10,000.00	10,000.00	22,296.73	(12,296.73)	222.97
32299 UTILITY PERMITS	2,000.00	2,000.00	4,956.10	(2,956.10)	247.81
31050 BOND PROCEEDS	.00	.00	3,780,000.00	(3,780,000.00)	.00
	<u>14,500.00</u>	<u>14,500.00</u>	<u>3,945,866.84</u>	<u>(3,931,366.84)</u>	<u>27,212.87</u>
<u>TRANSFERS</u>					
39200-39204 GENERAL FUND TRANSFER IN	867,632.00	867,632.00	909,320.15	(41,688.15)	104.80
	<u>867,632.00</u>	<u>867,632.00</u>	<u>909,320.15</u>	<u>(41,688.15)</u>	<u>104.80</u>
TOTAL REVENUE	<u><u>3,016,723.00</u></u>	<u><u>3,016,723.00</u></u>	<u><u>6,044,590.29</u></u>	<u><u>(3,027,867.29)</u></u>	<u><u>200.37</u></u>

CITY OF CAMBRIDGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUNDS 400-499 - CAPITAL PROJECTS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
401-48000-720 TRANSFERS OUT TO OTHER FUNDS	125,000.00	125,000.00	100,000.00	(25,000.00)	80.00
414-48000-532 SANDQUIST BB & SOFTBALL 2021	.00	412,000.00	438,730.94	26,730.94	106.49
415-45200-540 PARKS VEH & EQUIP	.00	.00	47,188.32	47,188.32	.00
415-45200-560 PARK IMPROVEMENTS	.00	20,000.00	16,846.73	(3,153.27)	84.23
415-45200-580 OTHER EQUIPMENT	75,000.00	75,000.00	.00	(75,000.00)	.00
415-45200-596 LAND ACQUISITION	.00	.00	14,711.96	14,711.96	.00
417-42100-550 VEHICLES	100,000.00	100,000.00	59,068.99	(40,931.01)	59.07
417-42100-551 SQUAD CAMERA	5,400.00	5,400.00	5,720.00	320.00	105.93
417-42100-590 EMERGENCY OPERATIONS	6,000.00	6,000.00	.00	(6,000.00)	.00
418-43001-550 PW VEHICLES & EQUIPMENT	255,000.00	460,820.00	232,932.65	(227,887.35)	50.55
419-41320-581 CITY HALL BUILDING PROJECT	60,000.00	60,000.00	86,058.93	26,058.93	143.43
419-41500-570 FINANCE OFFICE EQUIPMENT	12,500.00	12,500.00	.00	(12,500.00)	.00
420-42200-540 EQUIPMENT	24,000.00	24,000.00	.00	(24,000.00)	.00
443-48000-223 STREET CRACK SEALING	60,000.00	60,000.00	85,000.00	25,000.00	141.67
443-48000-224 STREET SEAL COATING	80,000.00	80,000.00	10,000.00	(70,000.00)	12.50
443-48000-226 DOWNTOWN PAVER/TREE REPAIR	50,000.00	50,000.00	19,352.00	(30,648.00)	38.70
443-48000-531 TOWNSHIP ROAD PAVING PROJECT	.00	.00	75,764.24	75,764.24	.00
443-48000-535 SECOND AVESW CONSTRUCTION & EN	.00	.00	17,552.23	17,552.23	.00
443-48000-536 CITY PARKING LOT REHAB	.00	.00	3,239.72	3,239.72	.00
444-48000-303 ENGINEERING FEES	.00	.00	72,350.00	72,350.00	.00
444-48000-351 LEGAL NOTICES/PUB ORDINANCES	.00	.00	728.13	728.13	.00
444-48000-530 IMPR OTHER THAN BUILDINGS	2,300,000.00	2,300,000.00	.00	(2,300,000.00)	.00
492-48000-303 ENGINEERING EXP	.00	.00	602,121.47	602,121.47	.00
492-48000-304 MISC PROF SERV	.00	.00	43,077.63	43,077.63	.00
492-48000-351 LEGAL NOTICE/PUBLISHING	.00	.00	249.18	249.18	.00
492-48000-530 IMPROVEMENTS	.00	.00	3,347,484.08	3,347,484.08	.00
492-48000-617 BOND DISCOUNT	.00	.00	20,270.15	20,270.15	.00
492-48000-621 BOND ISSUE COSTS	.00	.00	52,213.02	52,213.02	.00
499-48000-303 ENGINEERING EXP	.00	.00	5,378.50	5,378.50	.00
499-48000-510 LAND PURCHASE	.00	.00	105.00	105.00	.00
TOTAL FUND EXPENDITURES	3,152,900.00	3,790,720.00	5,356,143.87	1,565,423.87	141.30
TOTAL EXPENDITURES	3,152,900.00	3,790,720.00	5,356,143.87	1,565,423.87	141.30
NET REVENUES					
OVER(UNDER) EXPENDITURES	(136,177.00)	(773,997.00)	688,446.42		

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	15,000.00	15,000.00	4,356.27	10,643.73	29.04	(2,919.81)
OPERATING REVENUE	2,025,549.00	2,025,549.00	2,104,644.72	(79,095.72)	103.90	2,225,924.54
OTHER FINANCING SOURCES	100,000.00	100,000.00	100,000.00	.00	100.00	100,000.00
TOTAL FUND REVENUE	2,140,549.00	2,140,549.00	2,209,000.99	(68,451.99)	103.20	2,323,004.73
EXPENDITURES						
WATER FUND EXPENDITURES EXPENSE 400	2,013,765.00	2,013,765.00	1,007,708.69	1,006,056.31	50.04	1,817,306.70
TOTAL WATER FUND EXPENDITURES	2,013,765.00	2,013,765.00	1,007,708.69	1,006,056.31	50.04	1,817,306.70
TOTAL FUND EXPENDITURES	2,013,765.00	2,013,765.00	1,007,708.69	1,006,056.31	50.04	1,817,306.70
NET REVENUE OVER EXPENDITURES	126,784.00	126,784.00	1,201,292.30	(1,074,508.30)		505,698.03

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	.00	.00	4,356.27	(4,356.27)	.00	4,661.27
601-36210 INTEREST EARNINGS	15,000.00	15,000.00	.00	15,000.00	.00	(7,581.08)
TOTAL SA & INTEREST EARNINGS	15,000.00	15,000.00	4,356.27	10,643.73	29.04	(2,919.81)
<u>OPERATING REVENUE</u>						
601-37110 METERED WATER SALES	1,950,000.00	1,950,000.00	1,999,804.75	(49,804.75)	102.55	2,077,266.81
601-37120 SALES OF METERS & SUPPLIES	25,000.00	25,000.00	36,557.00	(11,557.00)	146.23	80,432.00
601-37160 PENALTIES ETC.	22,841.00	22,841.00	38,193.31	(15,352.31)	167.21	35,902.67
601-37165 CERTIFICATION PENALTY	.00	.00	1,425.00	(1,425.00)	.00	1,500.00
601-37170 OTHER REVENUE	27,708.00	27,708.00	28,664.66	(956.66)	103.45	30,823.06
TOTAL OPERATING REVENUE	2,025,549.00	2,025,549.00	2,104,644.72	(79,095.72)	103.90	2,225,924.54
<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	2,140,549.00	2,140,549.00	2,209,000.99			2,323,004.73

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	291,340.00	291,340.00	256,179.35	(35,160.65)	87.93	242,813.76
601-49400-102 FULL-TIME EMPLOYEES - OVERTIME	10,000.00	10,000.00	5,071.96	(4,928.04)	50.72	5,430.67
601-49400-104 TEMP/SEAS EMPLOYEES - REGULAR	8,178.00	8,178.00	6,028.89	(2,149.11)	73.72	4,361.28
601-49400-110 HOURS WORKED HOLIDAY	3,000.00	3,000.00	652.16	(2,347.84)	21.74	704.06
601-49400-115 CALL-IN PAY	2,500.00	2,500.00	1,255.75	(1,244.25)	50.23	1,510.14
601-49400-116 ON-CALL PAY	14,000.00	14,000.00	6,622.55	(7,377.45)	47.30	6,581.20
601-49400-121 PERA (EMPLOYER)	24,511.00	24,511.00	19,819.16	(4,691.84)	80.86	19,890.78
601-49400-122 FICA/MEDICARE (EMPLOYER)	26,521.00	26,521.00	20,574.57	(5,946.43)	77.58	20,243.64
601-49400-123 CENTRAL PENSION FUND CONTRIB	3,120.00	3,120.00	2,065.14	(1,054.86)	66.19	2,159.99
601-49400-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	60,246.00	60,246.00	50,417.84	(9,828.16)	83.69	49,899.64
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	1,719.08	(2,880.92)	37.37	1,807.97
601-49400-151 WORKERS' COMPENSATION PREMIU	8,592.00	8,592.00	4,514.96	(4,077.04)	52.55	3,991.65
601-49400-154 HRA/FLEX FEES	300.00	300.00	214.90	(85.10)	71.63	216.12
<i>TOTAL PERSONAL SERVICES</i>	<i>470,587.00</i>	<i>470,587.00</i>	<i>375,136.31</i>	<i>(95,450.69)</i>	<i>79.72</i>	<i>359,610.90</i>
<i>SUPPLIES</i>						
601-49400-200 WATER LAB SUPPLIES	2,000.00	2,000.00	1,258.26	(741.74)	62.91	1,895.93
601-49400-201 OFFICE SUPPLIES - ACCESSORIES	1,000.00	1,000.00	494.69	(505.31)	49.47	902.73
601-49400-204 STATIONARY, FORMS AND ENVELOPE	1,000.00	1,000.00	1,341.52	341.52	134.15	1,170.64
601-49400-210 MISCELLANEOUS OPER SUPPLIES	12,000.00	12,000.00	10,774.81	(1,225.19)	89.79	10,269.28
601-49400-212 GASOLINE/FUEL/LUB/ADDITIVES	9,000.00	9,000.00	12,003.74	3,003.74	133.37	8,678.14
601-49400-213 OPER SUPPLIES - PLANT EQUIP	500.00	500.00	174.00	(326.00)	34.80	174.00
601-49400-216 CHEMICALS & CHEMICAL PRODUCTS	62,000.00	62,000.00	40,531.66	(21,468.34)	65.37	45,327.90
601-49400-217 TESTING	2,000.00	2,000.00	1,990.05	(9.95)	99.50	1,801.00
601-49400-221 REPAIR & MAINT SUPP - VEH/EQ	3,000.00	3,000.00	841.41	(2,158.59)	28.05	2,223.39
601-49400-240 SMALL TOOLS AND MINOR EQUIP	6,000.00	6,000.00	5,549.44	(450.56)	92.49	2,582.28
601-49400-270 METERS AND REPAIRS	15,000.00	15,000.00	17,096.93	2,096.93	113.98	22,218.80
<i>TOTAL SUPPLIES</i>	<i>113,500.00</i>	<i>113,500.00</i>	<i>92,056.51</i>	<i>(21,443.49)</i>	<i>81.11</i>	<i>97,244.09</i>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	8,000.00	8,000.00	771.00	(7,229.00)	9.64	32,616.42
601-49400-306 GIS PROJECT CONTRACT EXP	35,000.00	35,000.00	28,010.00	(6,990.00)	80.03	31,010.00
601-49400-310 GOPHER STATE ONE CALL	1,200.00	1,200.00	989.58	(210.42)	82.47	1,028.72
601-49400-313 IT MGMT & BACKUP	5,600.00	5,600.00	5,330.40	(269.60)	95.19	5,546.40
601-49400-321 TELEPHONE/CELLULAR PHONES	8,000.00	8,000.00	5,877.45	(2,122.55)	73.47	5,876.09
601-49400-322 POSTAGE	6,500.00	6,500.00	6,282.15	(217.85)	96.65	6,265.60
601-49400-331 TRAVEL/MEALS/LODGING	2,000.00	2,000.00	358.16	(1,641.84)	17.91	52.45
601-49400-334 MILEAGE REIMBURSEMENT	200.00	200.00	248.04	48.04	124.02	.00
601-49400-340 ADVERTISING	500.00	500.00	1,886.70	1,386.70	377.34	911.85
601-49400-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	193.73	(306.27)	38.75	169.13
601-49400-360 INSURANCE AND BONDS	21,000.00	21,000.00	21,449.68	449.68	102.14	18,625.69
601-49400-381 ELECTRIC UTILITIES	110,000.00	110,000.00	89,023.35	(20,976.65)	80.93	94,280.54
601-49400-382 WATER/WASTEWATER UTILITIES	1,500.00	1,500.00	1,129.93	(370.07)	75.33	1,141.47
601-49400-383 GAS UTILITIES	7,000.00	7,000.00	6,441.65	(558.35)	92.02	6,064.72
601-49400-384 REFUSE HAULING	500.00	500.00	.00	(500.00)	.00	.00
TOTAL OTHER SERVICES & CHARG	207,500.00	207,500.00	167,991.82	(39,508.18)	80.96	203,589.08
<i>MISCELLANEOUS</i>						
601-49400-404 REPAIR & MAINT LABOR - VEH/EQ	2,500.00	2,500.00	2,934.25	434.25	117.37	2,281.50
601-49400-406 REPAIR & MAINT - PLANT	25,000.00	25,000.00	21,081.02	(3,918.98)	84.32	7,451.11
601-49400-407 REPAIRS & MAINTENANCE - HYDR	15,000.00	15,000.00	16,171.92	1,171.92	107.81	10,764.39
601-49400-408 REPAIR & MAINT - WATER SYSTEM	10,000.00	10,000.00	9,435.61	(564.39)	94.36	1,884.77
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	110,298.29	35,298.29	147.06	128,835.78
601-49400-420 DEPRECIATION	855,000.00	855,000.00	.00	(855,000.00)	.00	816,870.91
601-49400-430 MISCELLANEOUS	500.00	500.00	.00	(500.00)	.00	.00
601-49400-432 CREDIT CARD FEES	8,500.00	8,500.00	8,158.10	(341.90)	95.98	7,278.20
601-49400-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	2,926.25	1,926.25	292.63	1,668.20
601-49400-440 MEETINGS AND SCHOOLS	3,000.00	3,000.00	760.00	(2,240.00)	25.33	250.00
601-49400-441 DNR DEPARTMENT OF HEALTH FEE	4,500.00	4,500.00	3,648.18	(851.82)	81.07	3,321.39
601-49400-489 OTHER CONTRACTED SERVICES	5,000.00	5,000.00	9,104.07	4,104.07	182.08	9,449.00
TOTAL MISCELLANEOUS	1,020,500.00	1,020,500.00	184,946.69	(835,553.31)	18.12	990,484.25
<i>DEBT SERVICE</i>						
601-49400-619 INTEREST-WATER TREATMENT 2005	38,288.00	38,288.00	38,287.50	(.50)	100.00	27,954.06
601-49400-620 FISCAL AGENT FEES	6,000.00	6,000.00	1,575.00	(4,425.00)	26.25	5,616.25
601-49400-634 INTEREST EXP 2014 IMPROV	7,742.00	7,742.00	7,742.00	.00	100.00	5,659.98
601-49400-635 INTEREST EXP 2015 BONDS	10,015.00	10,015.00	10,014.43	(.57)	99.99	6,464.94
601-49400-636 INTEREST EXP 2016 WATER BONDS	10,551.00	10,551.00	10,550.10	(.90)	99.99	7,800.77
601-49400-638 INTEREST EXP 2018 BONDS	12,575.00	12,575.00	12,575.00	.00	100.00	12,610.64
601-49400-639 INTEREST EXP 2019 BONDS W TOWE	72,284.00	72,284.00	70,283.33	(2,000.67)	97.23	65,553.23
601-49400-640 INTEREST EXPENSE 2020 IMPROV	11,550.00	11,550.00	11,550.00	.00	100.00	9,718.51
601-49400-641 INTEREST EXPENSE 2022 IMPROV	7,673.00	7,673.00	.00	(7,673.00)	.00	.00
TOTAL DEBT SERVICE	176,678.00	176,678.00	162,577.36	(14,100.64)	92.02	141,378.38

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	2,013,765.00	2,013,765.00	1,007,708.69	(1,006,056.31)	50.04	1,817,306.70

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	<u>2,013,765.00</u>	<u>2,013,765.00</u>	<u>1,007,708.69</u>			<u>1,817,306.70</u>
NET REVENUES OVER EXPENDITURE	<u>126,784.00</u>	<u>126,784.00</u>	<u>1,201,292.30</u>			<u>505,698.03</u>

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	25,000.00	25,000.00	806.19	24,193.81	3.22	(12,324.71)
OPERATING REVENUE	2,275,000.00	2,275,000.00	2,613,570.68	(338,570.68)	114.88	3,314,430.82
OTHER FINANCING SOURCES	.00	.00	13,153.64	(13,153.64)	.00	.00
TOTAL FUND REVENUE	2,300,000.00	2,300,000.00	2,627,530.51	(327,530.51)	114.24	3,302,106.11
EXPENDITURES						
WASTEWATER FUND EXPENDITURES EXPENSE 450	3,285,923.00	3,285,923.00	1,882,733.29	1,403,189.71	57.30	3,281,922.32
TOTAL WASTEWATER FUND EXPENDITURES	3,285,923.00	3,285,923.00	1,882,733.29	1,403,189.71	57.30	3,281,922.32
TOTAL FUND EXPENDITURES	3,285,923.00	3,285,923.00	1,882,733.29	1,403,189.71	57.30	3,281,922.32
NET REVENUE OVER EXPENDITURES	(985,923.00)	(985,923.00)	744,797.22	(1,730,720.22)		20,183.79

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	.00	.00	650.11	(650.11)	.00	726.02
602-36210 INTEREST EARNINGS	25,000.00	25,000.00	156.08	24,843.92	.62	(13,050.73)
TOTAL SA & INTEREST EARNINGS	25,000.00	25,000.00	806.19	24,193.81	3.22	(12,324.71)
<u>OPERATING REVENUE</u>						
602-37210 SEWER CHARGES - CITY	2,200,000.00	2,200,000.00	2,507,554.14	(307,554.14)	113.98	2,540,442.81
602-37250 SAC CHARGES	50,000.00	50,000.00	70,463.00	(20,463.00)	140.93	741,225.43
602-37260 PENALTIES	25,000.00	25,000.00	35,553.54	(10,553.54)	142.21	32,762.58
TOTAL OPERATING REVENUE	2,275,000.00	2,275,000.00	2,613,570.68	(338,570.68)	114.88	3,314,430.82
<u>OTHER FINANCING SOURCES</u>						
602-39102 GAIN/LOSS ON DISPOSAL OF FA	.00	.00	13,153.64	(13,153.64)	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	13,153.64	(13,153.64)	.00	.00
TOTAL FUND REVENUE	2,300,000.00	2,300,000.00	2,627,530.51			3,302,106.11

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	516,727.00	516,727.00	616,441.06	99,714.06	119.30	564,133.71
602-49450-102 FULL-TIME EMPLOYEES - OVERTIME	27,000.00	27,000.00	25,286.36	(1,713.64)	93.65	25,668.27
602-49450-104 TEMP/SEAS EMPLOYEES - REGULAR	8,724.00	8,724.00	9,748.67	1,024.67	111.75	7,882.68
602-49450-105 TEMP/SEAS EMPLOYEES - OVERTIME	.00	.00	75.28	75.28	.00	.00
602-49450-110 HOURS WORKED HOLIDAY	4,500.00	4,500.00	5,117.98	617.98	113.73	4,240.45
602-49450-115 CALL-IN PAY	3,000.00	3,000.00	4,021.34	1,021.34	134.04	4,686.96
602-49450-116 ON-CALL PAY	27,000.00	27,000.00	29,635.36	2,635.36	109.76	28,147.02
602-49450-121 PERA (EMPLOYER)	44,545.00	44,545.00	48,123.83	3,578.83	108.03	47,915.35
602-49450-122 FICA/MEDICARE (EMPLOYER)	47,624.00	47,624.00	51,103.51	3,479.51	107.31	48,694.67
602-49450-123 CENTRAL PENSION FUND CONTRIB	9,360.00	9,360.00	12,386.40	3,026.40	132.33	12,922.14
602-49450-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	120,016.00	120,016.00	123,656.16	3,640.16	103.03	121,370.26
602-49450-132 LONGEVITY PAY	15,698.00	15,698.00	.00	(15,698.00)	.00	.00
602-49450-133 INSURANCE DEDUCT CONTRIB	9,200.00	9,200.00	4,978.63	(4,221.37)	54.12	3,000.97
602-49450-151 WORKERS' COMPENSATION PREMIU	19,335.00	19,335.00	21,825.64	2,490.64	112.88	18,672.96
602-49450-154 HRA/FLEX FEES	550.00	550.00	556.30	6.30	101.15	559.64
TOTAL PERSONAL SERVICES	853,279.00	853,279.00	952,956.52	99,677.52	111.68	887,895.08
<i>SUPPLIES</i>						
602-49450-200 LAB SUPPLIES & REPLACEMENT	8,000.00	8,000.00	24,535.10	16,535.10	306.69	13,210.00
602-49450-201 OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,500.00	1,986.60	486.60	132.44	1,248.75
602-49450-204 STATIONARY, FORMS AND ENVELOPE	2,000.00	2,000.00	1,341.52	(658.48)	67.08	1,170.63
602-49450-210 MISCELLANEOUS OPER SUPPLIES	7,500.00	7,500.00	9,677.25	2,177.25	129.03	12,749.58
602-49450-212 GASOLINE/FUEL/LUB/ADDITIVES	10,000.00	10,000.00	17,609.27	7,609.27	176.09	12,263.35
602-49450-213 OPER SUPPLIES - PLANT EQUIP	.00	.00	174.00	174.00	.00	174.00
602-49450-216 CHEMICALS & CHEMICAL PRODUCTS	100,000.00	100,000.00	190,687.78	90,687.78	190.69	118,573.42
602-49450-217 TESTING	9,000.00	9,000.00	9,617.14	617.14	106.86	7,989.00
602-49450-221 REPAIR & MAINT SUPP - VEH/EQ	6,000.00	6,000.00	6,696.17	696.17	111.60	7,541.12
602-49450-240 SMALL TOOLS & MINOR EQUIP	7,000.00	7,000.00	7,345.68	345.68	104.94	8,045.18
TOTAL SUPPLIES	151,000.00	151,000.00	269,670.51	118,670.51	178.59	182,965.03

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	2,243.54	(2,756.46)	44.87	2,804.69
602-49450-306 GIS PROJECT CONTRACT EXP	35,000.00	35,000.00	28,010.00	(6,990.00)	80.03	31,010.00
602-49450-310 GOPHER STATE ONE CALL	1,200.00	1,200.00	989.57	(210.43)	82.46	1,028.73
602-49450-313 IT MGMT & BACKUP	5,600.00	5,600.00	5,330.40	(269.60)	95.19	5,546.40
602-49450-321 TELEPHONE/CELLULAR PHONES	5,000.00	5,000.00	9,479.61	4,479.61	189.59	9,494.11
602-49450-322 POSTAGE	6,500.00	6,500.00	6,504.44	4.44	100.07	6,377.20
602-49450-331 TRAVEL/MEALS/LODGING	2,500.00	2,500.00	873.83	(1,626.17)	34.95	566.34
602-49450-334 MILEAGE REIMBURSEMENT	200.00	200.00	256.25	56.25	128.13	.00
602-49450-340 ADVERTISING	200.00	200.00	.00	(200.00)	.00	.00
602-49450-360 INSURANCE AND BONDS	48,000.00	48,000.00	43,414.39	(4,585.61)	90.45	44,732.38
602-49450-381 ELECTRIC UTILITIES	136,000.00	136,000.00	136,344.00	344.00	100.25	131,549.00
602-49450-382 WATER/WASTEWATER UTILITIES	1,600.00	1,600.00	1,396.07	(203.93)	87.25	1,452.03
602-49450-383 GAS UTILITIES	25,000.00	25,000.00	41,376.11	16,376.11	165.50	26,549.93
602-49450-384 REFUSE HAULING	8,000.00	8,000.00	3,166.44	(4,833.56)	39.58	3,949.22
602-49450-385 POWER - LIFT STATIONS	16,000.00	16,000.00	15,692.52	(307.48)	98.08	15,421.20
TOTAL OTHER SERVICES & CHARG	295,800.00	295,800.00	295,077.17	(722.83)	99.76	280,481.23
<i>MISCELLANEOUS</i>						
602-49450-402 REPAIR & MAINT - SAN SEWER	10,000.00	10,000.00	29,923.20	19,923.20	299.23	1,667.60
602-49450-404 REPAIR & MAINT LABOR - VEH/EQ	5,000.00	5,000.00	5,522.54	522.54	110.45	7,604.39
602-49450-406 REPAIR & MAINT - PLANT	40,000.00	40,000.00	29,050.18	(10,949.82)	72.63	39,465.87
602-49450-407 REPAIR & MAINT - LIFT STATIONS	10,000.00	10,000.00	594.46	(9,405.54)	5.94	159.99
602-49450-408 REPAIRS & MAINTENANCE - SEWER	.00	.00	7,053.83	7,053.83	.00	2,261.96
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	.00	(1,600,000.00)	.00	1,582,177.90
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	5,798.25	798.25	115.97	3,940.40
602-49450-440 MEETINGS AND SCHOOLS	4,000.00	4,000.00	2,155.00	(1,845.00)	53.88	1,080.96
602-49450-441 MPCA FEES	15,000.00	15,000.00	8,412.00	(6,588.00)	56.08	8,274.98
602-49450-489 OTHER CONTRACTED SERVICES	110,000.00	110,000.00	100,769.40	(9,230.60)	91.61	106,917.00
TOTAL MISCELLANEOUS	1,801,400.00	1,801,400.00	190,565.81	(1,610,834.19)	10.58	1,754,838.00
<i>DEBT SERVICE</i>						
602-49450-610 2013 WWTP REHAB INTEREST EXP	67,628.00	67,628.00	67,727.06	99.06	100.15	73,728.75
602-49450-620 FISCAL AGENT FEES	4,000.00	4,000.00	1,100.00	(2,900.00)	27.50	2,414.84
602-49450-634 INTEREST EXP 2014 IMPROV	3,504.00	3,504.00	3,503.37	(.63)	99.98	2,550.63
602-49450-635 INTEREST EXP 2015 BOND EXP	4,507.00	4,507.00	4,506.33	(.67)	99.99	2,909.15
602-49450-636 INTEREST EXP 2016 SEWER BONDS	6,427.00	6,427.00	6,426.52	(.48)	99.99	4,753.91
602-49450-638 INTEREST EXPESE 2018 BONDS	4,400.00	4,400.00	4,400.00	.00	100.00	4,481.60
602-49450-640 INTEREST EXPENSE 2020 IMP BOND	11,800.00	11,800.00	11,800.00	.00	100.00	9,904.10
602-49450-641 INTEREST EXPENSE 2022 IMP BOND	7,178.00	7,178.00	.00	(7,178.00)	.00	.00
TOTAL DEBT SERVICE	109,444.00	109,444.00	99,463.28	(9,980.72)	90.88	100,742.98

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	3,285,923.00	3,285,923.00	1,882,733.29	(1,403,189.71)	57.30	3,281,922.32

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	3,285,923.00	3,285,923.00	1,882,733.29			3,281,922.32
NET REVENUES OVER EXPENDITURE	(985,923.00)	(985,923.00)	744,797.22			20,183.79

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	1,601.00	1,601.00	.00	1,601.00	.00	.00
OPERATING REVENUES	398,000.00	398,000.00	404,250.68	(6,250.68)	101.57	388,222.43
TOTAL FUND REVENUE	399,601.00	399,601.00	404,250.68	(4,649.68)	101.16	388,222.43
EXPENDITURES						
STORM SEWER FUND EXPENDITURES EXPENSE 500	528,672.00	528,672.00	112,796.53	415,875.47	21.34	498,480.15
TOTAL STORM SEWER FUND EXPENDITURE	528,672.00	528,672.00	112,796.53	415,875.47	21.34	498,480.15
TOTAL FUND EXPENDITURES	528,672.00	528,672.00	112,796.53	415,875.47	21.34	498,480.15
NET REVENUE OVER EXPENDITURES	(129,071.00)	(129,071.00)	291,454.15	(420,525.15)		(110,257.72)

CITY OF CAMBRIDGE
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	1,601.00	1,601.00	.00	1,601.00	.00	.00
TOTAL SA & INTEREST EARNINGS	1,601.00	1,601.00	.00	1,601.00	.00	.00
<u>OPERATING REVENUES</u>						
603-37310 STORM WATER CHARGES	394,000.00	394,000.00	396,996.17	(2,996.17)	100.76	381,720.77
603-37360 PENALTIES	4,000.00	4,000.00	7,254.51	(3,254.51)	181.36	6,501.66
TOTAL OPERATING REVENUES	398,000.00	398,000.00	404,250.68	(6,250.68)	101.57	388,222.43
TOTAL FUND REVENUE	<u>399,601.00</u>	<u>399,601.00</u>	<u>404,250.68</u>			<u>388,222.43</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EXPENSE 500						
<i>SUPPLIES</i>						
603-49500-201 OFFICE SUPPLIES	.00	.00	24.48	24.48	.00	.00
TOTAL SUPPLIES	.00	.00	24.48	24.48	.00	.00
<i>OTHER SERVICES & CHARGES</i>						
603-49500-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	10,391.25	5,391.25	207.83	640.00
603-49500-352 GEN INFO & PUBLIC NOTICES	100.00	100.00	9.45	(90.55)	9.45	9.23
TOTAL OTHER SERVICES & CHARG	5,100.00	5,100.00	10,400.70	5,300.70	203.94	649.23
<i>MISCELLANEOUS</i>						
603-49500-403 REPAIRS & MAINT - STORM SEWER	40,000.00	40,000.00	37,001.01	(2,998.99)	92.50	21,710.30
603-49500-420 DEPRECIATION	420,000.00	420,000.00	.00	(420,000.00)	.00	425,851.01
603-49500-430 MISCELLANEOUS	1,000.00	1,000.00	1,995.42	995.42	199.54	2,452.57
603-49500-440 SCHOOLS AND MEETINGS	3,000.00	3,000.00	.00	(3,000.00)	.00	.00
TOTAL MISCELLANEOUS	464,000.00	464,000.00	38,996.43	(425,003.57)	8.40	450,013.88
<i>DEBT SERVICE</i>						
603-49500-617 BOND DISCOUNT	.00	.00	1,233.37	1,233.37	.00	.00
603-49500-620 FISCAL AGENT FEES	.00	.00	.00	.00	.00	969.07
603-49500-621 BOND ISSUE COSTS	.00	.00	3,176.98	3,176.98	.00	.00
603-49500-634 INTEREST EXP 2014 STORM IMPROV	3,936.00	3,936.00	3,935.88	(.12)	100.00	2,861.34
603-49500-635 INTEREST EXP 2015 BONDS	5,080.00	5,080.00	5,079.26	(.74)	99.99	3,279.05
603-49500-636 INTEREST EXP 2016 STORM BONDS	6,111.00	6,111.00	6,110.88	(.12)	100.00	4,521.06
603-49500-638 INTEREST EXPESE 2018 BONDS	16,525.00	16,525.00	16,525.00	.00	100.00	16,681.58
603-49500-640 INTEREST EXPENSE 2020 IMP BOND	23,200.00	23,200.00	23,200.00	.00	100.00	19,504.94
603-49500-641 INTEREST EXPENSE 2022 IMP BOND	4,720.00	4,720.00	4,113.55	(606.45)	87.15	.00
TOTAL DEBT SERVICE	59,572.00	59,572.00	63,374.92	3,802.92	106.38	47,817.04
TOTAL EXPENSE 500	528,672.00	528,672.00	112,796.53	(415,875.47)	21.34	498,480.15

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	528,672.00	528,672.00	112,796.53			498,480.15
NET REVENUES OVER EXPENDITURE	(129,071.00)	(129,071.00)	291,454.15			(110,257.72)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
OPERATING REVENUES	240,000.00	240,000.00	248,110.84	(8,110.84)	103.38	238,772.62
TOTAL FUND REVENUE	240,000.00	240,000.00	248,110.84	(8,110.84)	103.38	238,772.62
EXPENDITURES						
STREET LIGHT UTILITY EXP EXPENSE 550	230,000.00	230,000.00	215,734.93	14,265.07	93.80	251,192.67
TOTAL STREET LIGHT UTILITY EXP	230,000.00	230,000.00	215,734.93	14,265.07	93.80	251,192.67
TOTAL FUND EXPENDITURES	230,000.00	230,000.00	215,734.93	14,265.07	93.80	251,192.67
NET REVENUE OVER EXPENDITURES	10,000.00	10,000.00	32,375.91	(22,375.91)		(12,420.05)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OPERATING REVENUES</u>						
604-37360 PENALTIES	3,500.00	3,500.00	4,636.93	(1,136.93)	132.48	4,332.73
604-37410 STREET LIGHT UTILITY FEES	236,500.00	236,500.00	238,905.91	(2,405.91)	101.02	234,439.89
604-37470 OTHER REVENUE	.00	.00	4,568.00	(4,568.00)	.00	.00
TOTAL OPERATING REVENUES	240,000.00	240,000.00	248,110.84	(8,110.84)	103.38	238,772.62
TOTAL FUND REVENUE	240,000.00	240,000.00	248,110.84			238,772.62

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	175,713.06	(4,286.94)	97.62	175,002.21
<i>TOTAL OTHER SERVICES & CHARG</i>	180,000.00	180,000.00	175,713.06	(4,286.94)	97.62	175,002.21
<i>MISCELLANEOUS</i>						
604-49550-402 STREET LIGHT AND SIGNAL REPAIR	50,000.00	50,000.00	40,021.87	(9,978.13)	80.04	76,190.46
<i>TOTAL MISCELLANEOUS</i>	50,000.00	50,000.00	40,021.87	(9,978.13)	80.04	76,190.46
TOTAL EXPENSE 550	230,000.00	230,000.00	215,734.93	(14,265.07)	93.80	251,192.67

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 604 - STREET LIGHT UTILITY

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	230,000.00	230,000.00	215,734.93			251,192.67
NET REVENUES OVER EXPENDITURE	10,000.00	10,000.00	32,375.91			(12,420.05)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTEREST & LOTTERY SALES	85,240.00	85,240.00	92,992.14	(7,752.14)	109.09	110,365.14
OPERATING REVENUES	6,087,800.00	6,087,800.00	6,645,854.52	(558,054.52)	109.17	6,750,320.48
TOTAL FUND REVENUE	6,173,040.00	6,173,040.00	6,738,846.66	(565,806.66)	109.17	6,860,685.62
EXPENDITURES						
LIQUOR STORE EXPENDITURES						
LIQUOR STORE	6,173,040.00	6,173,040.00	6,633,366.50	(460,326.50)	107.46	6,839,760.85
TOTAL LIQUOR STORE EXPENDITURES	6,173,040.00	6,173,040.00	6,633,366.50	(460,326.50)	107.46	6,839,760.85
TOTAL FUND EXPENDITURES	6,173,040.00	6,173,040.00	6,633,366.50	(460,326.50)	107.46	6,839,760.85
NET REVENUE OVER EXPENDITURES	.00	.00	105,480.16	(105,480.16)		20,924.77

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & LOTTERY SALES</u>						
610-36200 MISCELLANEOUS REVENUES	240.00	240.00	386.05	(146.05)	160.85	393.00
610-36220 LOTTERY SALES	85,000.00	85,000.00	92,606.09	(7,606.09)	108.95	109,972.14
TOTAL INTEREST & LOTTERY SALES	85,240.00	85,240.00	92,992.14	(7,752.14)	109.09	110,365.14
<u>OPERATING REVENUES</u>						
610-37811 SALES - LIQUOR	2,150,000.00	2,150,000.00	2,406,470.46	(256,470.46)	111.93	2,408,138.83
610-37812 SALES - BEER	2,750,000.00	2,750,000.00	2,987,568.32	(237,568.32)	108.64	3,020,738.84
610-37813 SALES - WINE	880,000.00	880,000.00	889,837.80	(9,837.80)	101.12	947,972.28
610-37815 SALES - NON-TAXABLE	170,000.00	170,000.00	193,383.18	(23,383.18)	113.75	206,486.76
610-37816 SALES - TAXABLE	145,000.00	145,000.00	173,018.86	(28,018.86)	119.32	172,117.54
610-37830 DISCOUNTS, DEPOSITS & RETURNS	(6,000.00)	(6,000.00)	(4,026.50)	(1,973.50)	(67.11)	(4,712.10)
610-37840 CASH OVER AND SHORT	(1,200.00)	(1,200.00)	(397.60)	(802.40)	(33.13)	(421.67)
TOTAL OPERATING REVENUES	6,087,800.00	6,087,800.00	6,645,854.52	(558,054.52)	109.17	6,750,320.48
TOTAL FUND REVENUE	6,173,040.00	6,173,040.00	6,738,846.66			6,860,685.62

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

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	260,104.00	260,104.00	268,238.61	8,134.61	103.13	249,149.51
610-49750-102 FULL-TIME EMPLOYEES - OVERTIME	8,155.00	8,155.00	3,934.17	(4,220.83)	48.24	7,338.17
610-49750-103 PART-TIME EMPLOYEES - REGULAR	175,000.00	175,000.00	165,664.32	(9,335.68)	94.67	153,683.25
610-49750-106 PART-TIME EMPLOYEES - OVERTIME	1,200.00	1,200.00	179.43	(1,020.57)	14.95	229.68
610-49750-110 HOURS WORKED HOLIDAY	10,000.00	10,000.00	9,171.95	(828.05)	91.72	12,859.03
610-49750-121 PERA (EMPLOYER)	34,836.00	34,836.00	30,862.23	(3,973.77)	88.59	31,175.42
610-49750-122 FICA/MEDICARE (EMPLOYER)	35,532.00	35,532.00	33,518.07	(2,013.93)	94.33	33,252.47
610-49750-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	69,130.00	69,130.00	64,969.94	(4,160.06)	93.98	64,705.69
610-49750-132 LONGEVITY PAY	10,016.00	10,016.00	.00	(10,016.00)	.00	.00
610-49750-133 INSURANCE DEDUCTIBLE CONTRIB	4,800.00	4,800.00	1,933.70	(2,866.30)	40.29	2,700.00
610-49750-151 WORKERS' COMPENSATION PREMIU	26,017.00	26,017.00	12,425.33	(13,591.67)	47.76	10,994.01
610-49750-153 UNEMPLOYMENT COMPENSATION	250.00	250.00	.00	(250.00)	.00	.00
610-49750-154 HRA/FLEX FEES	350.00	350.00	267.30	(82.70)	76.37	268.90
TOTAL PERSONAL SERVICES	635,390.00	635,390.00	591,165.05	(44,224.95)	93.04	566,356.13
<i>SUPPLIES</i>						
610-49750-201 OFFICE SUPPLIES - ACCESSORIES	3,000.00	3,000.00	1,259.20	(1,740.80)	41.97	1,862.52
610-49750-210 MISCELLANEOUS OPER SUPPLIES	18,000.00	18,000.00	24,136.22	6,136.22	134.09	16,142.65
610-49750-220 MAINTENANCE & REPAIR SUPPLIES	30,000.00	30,000.00	21,070.22	(8,929.78)	70.23	55,290.01
610-49750-240 SMALL TOOLS AND MINOR EQUIPME	3,000.00	3,000.00	1,044.00	(1,956.00)	34.80	.00
610-49750-251 PURCHASES - LIQUOR	1,570,000.00	1,570,000.00	1,735,761.85	165,761.85	110.56	1,740,228.62
610-49750-252 PURCHASES - BEER	2,117,500.00	2,117,500.00	2,279,240.95	161,740.95	107.64	2,318,131.24
610-49750-253 PURCHASES WINE	620,000.00	620,000.00	606,014.74	(13,985.26)	97.74	656,884.29
610-49750-259 PURCHASES - MISCELLANEOUS	260,000.00	260,000.00	286,453.20	26,453.20	110.17	309,585.54
610-49750-260 FREIGHT & DRAY	38,000.00	38,000.00	41,260.14	3,260.14	108.58	39,119.56
TOTAL SUPPLIES	4,659,500.00	4,659,500.00	4,996,240.52	336,740.52	107.23	5,137,244.43
<i>OTHER SERVICES & CHARGES</i>						
610-49750-304 MISC PROFESSIONAL SERVICES	2,500.00	2,500.00	1,499.85	(1,000.15)	59.99	3,263.93
610-49750-313 IT MGMT & BACKUP	6,000.00	6,000.00	5,330.40	(669.60)	88.84	5,546.40
610-49750-321 TELEPHONE/CELLULAR PHONES	10,000.00	10,000.00	7,203.75	(2,796.25)	72.04	7,611.62
610-49750-331 TRAVEL/MEALS/LODGING	200.00	200.00	.00	(200.00)	.00	69.22
610-49750-334 MILEAGE REIMBURSEMENT	500.00	500.00	408.70	(91.30)	81.74	.00
610-49750-340 ADVERTISING	41,000.00	41,000.00	42,214.73	1,214.73	102.96	36,139.91
610-49750-341 WINE TASTING EVENT COSTS	3,200.00	3,200.00	258.68	(2,941.32)	8.08	.00
610-49750-360 INSURANCE AND BONDS	18,000.00	18,000.00	15,158.43	(2,841.57)	84.21	11,553.04
610-49750-381 ELECTRIC UTILITIES	26,500.00	26,500.00	23,132.54	(3,367.46)	87.29	25,631.48
610-49750-382 WATER/WASTEWATER UTILITIES	1,300.00	1,300.00	779.46	(520.54)	59.96	1,042.84
610-49750-383 GAS UTILITIES	2,000.00	2,000.00	2,920.81	920.81	146.04	2,132.93
610-49750-384 REFUSE HAULING	6,500.00	6,500.00	5,268.84	(1,231.16)	81.06	5,262.28
TOTAL OTHER SERVICES & CHARG	117,700.00	117,700.00	104,176.19	(13,523.81)	88.51	98,253.65

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 610 - LIQUOR STORE FUND

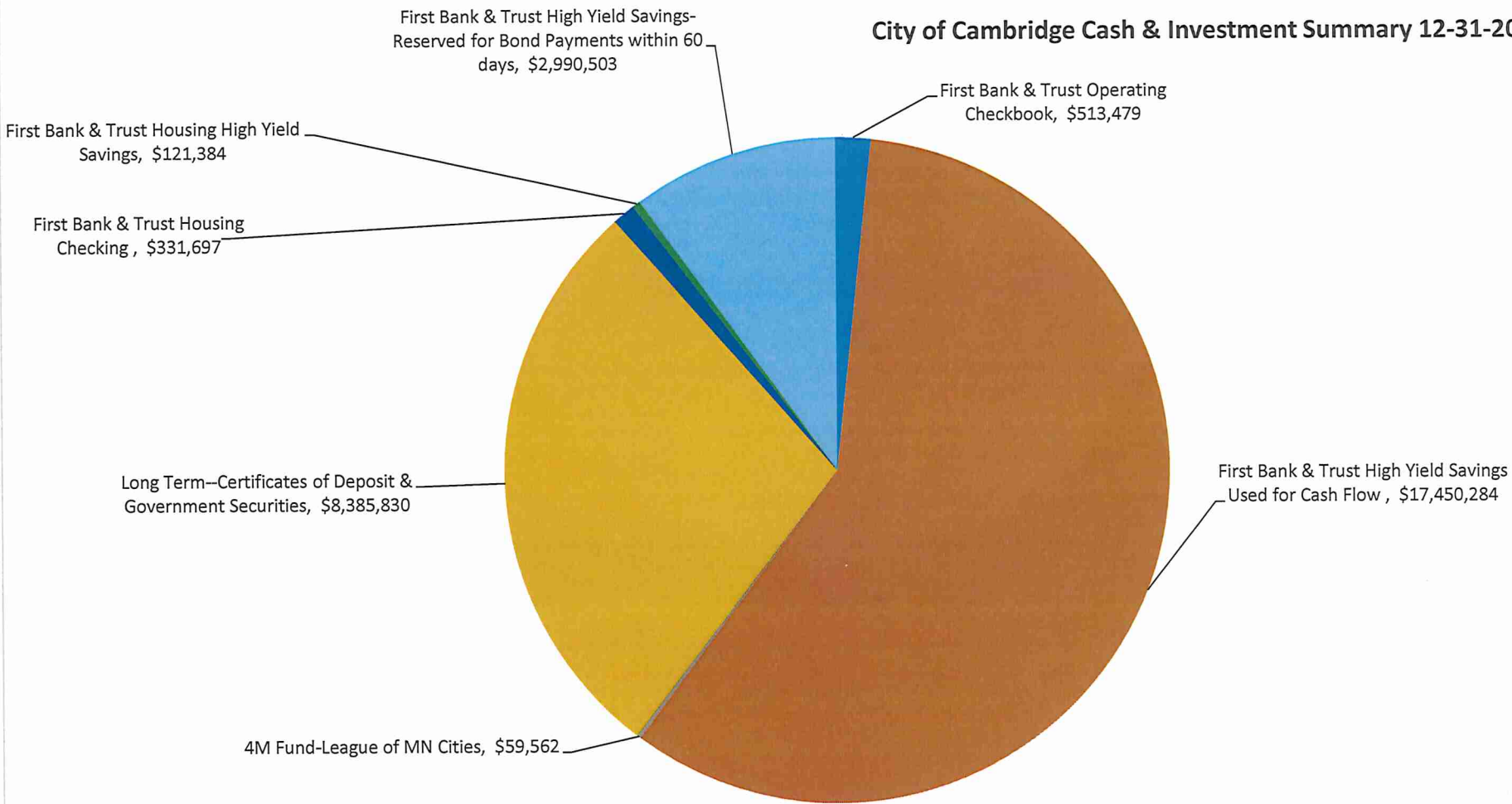
	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
610-49750-405 JANITOR SERVICES	6,000.00	6,000.00	6,776.64	776.64	112.94	7,416.00
610-49750-420 DEPRECIATION	62,000.00	62,000.00	61,853.08	(146.92)	99.76	63,169.96
610-49750-430 FISCAL/BANK/MISCELLANEOUS CHG	160,000.00	160,000.00	147,906.37	(12,093.63)	92.44	155,204.80
610-49750-433 DUES AND SUBSCRIPTIONS	4,200.00	4,200.00	6,122.00	1,922.00	145.76	4,122.00
610-49750-440 MEETINGS AND SCHOOLS	3,000.00	3,000.00	1,454.00	(1,546.00)	48.47	695.00
610-49750-453 TAXES AND LICENSES	250.00	250.00	20.00	(230.00)	8.00	220.00
610-49750-461 LOTTERY SWEEP	50,000.00	50,000.00	49,453.81	(546.19)	98.91	59,236.25
610-49750-475 LOTTERY PAID OUT	35,000.00	35,000.00	38,548.03	3,548.03	110.14	44,259.00
610-49750-489 CONTRACT MAINTENANCE	15,000.00	15,000.00	4,650.81	(10,349.19)	31.01	3,583.63
TOTAL MISCELLANEOUS	335,450.00	335,450.00	316,784.74	(18,665.26)	94.44	337,906.64
<i>TRANSFERS</i>						
610-49750-720 TRANSFERS OUT - OPER TRANSFER	425,000.00	425,000.00	425,000.00	.00	100.00	400,000.00
610-49750-721 TRANSFER OUT--PARK IMPROV FUND	.00	.00	.00	.00	.00	300,000.00
610-49750-724 TRANSFER TO SPECIAL REV FUNDS	.00	.00	200,000.00	200,000.00	.00	.00
TOTAL TRANSFERS	425,000.00	425,000.00	625,000.00	200,000.00	147.06	700,000.00
TOTAL LIQUOR STORE	6,173,040.00	6,173,040.00	6,633,366.50	460,326.50	107.46	6,839,760.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	6,173,040.00	6,173,040.00	6,633,366.50			6,839,760.85
NET REVENUES OVER EXPENDITURE	.00	.00	105,480.16			20,924.77

City of Cambridge Cash & Investment Summary 12-31-2022



City of Cambridge		
General Fund Park Expenses		
on Park Specific Basis		
Name of Park		Costs 1/1/2022-12/31/2022
City Park		\$43,257.65
Ice Rink		\$89,509.77
Sandquist Park		\$127,031.92
Central Greens		\$16,236.99
Brown Park		\$5,135.33
Peterson Park		\$11,563.16
Pioneer Park		\$10,537.16
Water Tower Park		\$3,979.86
Preserve Park		\$172.35
Dog Park		\$10,444.12
Honeysuckle Park		\$4,322.76
Parkwood Park		\$3,732.92
Veteran's Park		\$697.17
Not Location Specific Expense		\$111,187.05
Total		\$437,808.21
Difference		\$0.00
Total Per General Ledger		\$437,808.21
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.		

4C Renewal of Service Agreement and Operational Framework Contact with Bismarck Map Company

Prepared By: Todd Schwab, Public Works/Utilities Director

February 6, 2023

Background:

Bismarck Mapping Company doing business as Community GIS Services, Inc. has been providing Geographic Information System (GIS) server hosting since 2019. The present contract has expired and I have been in contact with Tony Kroska, the owner of Community GIS Inc. to discuss terms of a new contract.

The only changes from the expired contract are the Maintenance and Storage fee rate went from \$2,000/month in the expired contract to \$2,500/month in the new contract and the other change was the hourly rate for trouble shooting application issues, which was billed out at \$115/hour in the expired contract to \$125/hour in the new contract.

Core Strategy #2: Deliver exceptional public services.

The GIS System is used throughout all City Departments and the maintenance of the system is of utmost importance.

Fiscal Note:

The Water and Wastewater Operating Budgets have adequate funds to support the service.

Recommendation:

Bismarck Map Company has provided excellent service in the past. It is for that reason staff is requesting authorization to enter into contract with Bismarck Map Company to provide GIS hosting services.

Included:

Contract

SERVICE AGREEMENT AND OPERATIONAL FRAMEWORK

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

and

Bismarck Map Company
126 E Superior St
Duluth, MN 55802

OVERVIEW

Bismarck Map Company doing business as Community GIS Services, Inc. (Vendor) currently provides Geographic Information System (GIS) hosting services for the City of Cambridge, Minnesota (City). The Vendor uses Microsoft SQL Server, ESRI GIS Server, and ESRI ArcGIS Portal to house, host, and package the City's GIS data. The GIS Server and ArcGIS Portal software are primary components of an ESRI Enterprise software package. This package allows users to access, edit, visualize, and analyze the City's GIS data on desktop GIS software, through web browsers, and mobile devices. The Vendor maintains a high-speed fiber optic line for dedicated bandwidth and firewall security appliance to protect the system from outside intrusion. The Vendor pays an annual subscription fee to ESRI for technical support of the ESRI Enterprise software package.

This Service Agreement and Operational Framework (Agreement) replaces the previous service agreement between the City and Vendor.

This Agreement encompasses the following framework and objectives:

1. Software Installation and Maintenance
2. Data Management and Editing
3. Mapping Application Development and Access
4. Workflow Transparency and Communication
5. Roles and Permissions
6. Other Provisions
7. Fees and Billing

SOFTWARE INSTALLATION & MAINTENANCE

Vendor will assure appropriate installation and configuration of the required software systems. Data security and monitoring will be consistently maintained by Vendor. Vendor will strive to provide 24/7 availability to the system, with notification of planned or unplanned downtime to the city. Backup of the system will be scheduled daily and maintained by Vendor.

DATA MANAGEMENT & EDITING

Specified staff within the City, assigned by the City's GIS staff member, have access and editing rights to modify attributes, tools, scripts, schema, and other collections held within the enterprise geodatabase pertaining to City data and usage. Data is accessible on all applicable ESRI platforms, both remotely by desktop and online by mobile device.

Directive 1. The City's GIS staff member will have rights for publishing and final say on matters regarding City data. The city will maintain full ownership of City data and content held on the ESRI Enterprise system.

Directive 2. Vendor will ensure City staff have access to City data from the enterprise geodatabase, geodata services, REST API services, and other applications used to access data. Vendor will work with City staff on workflow options and system framework to ensure data can be accessed and modified efficiently and effectively.

Directive 3. Vendor will assist with connection barriers from the city access point into the enterprise geodatabase, geodata services, REST API services, and other applications used to access data.

Directive 4. Vendor will coordinate with City GIS staff member to ensure software upgrades to the Enterprise Software package are implemented appropriately and in a timely manner. The City acknowledges the complexity of the Enterprise software package, Windows Server, and SQL Server interconnections and will allow for reasonable downtime of system due to ESRI Support availability and Vendor time constraints.

Directive 5. At the direction of City GIS staff member, Vendor will make modifications to the City's geodatabase content and or schema when technical barriers arise.

MAPPING APPLICATION DEVELOPMENT & ACCESS

Overview. Access to GIS data will include online and desktop mapping. Data will be stylized, scaled, and labeled, to fit needs of staff. These maps will allow staff to have the ability to query data, utilize data analysis tools, edit data, and generate reports. All City staff will have access to applicable GIS data

through project-based and department-based mapping applications. Applications will have tools to adjust and analyze data as needed. Mapping applications may be accessed by outside applications such as ArcGIS Collector, Workforce, and Survey123. Content may also be accessed through web mapping applications. These applications will assist staff in collecting, editing, and viewing data.

Directive 1. Applicable staff will all have level 1 Portal account access. Three level 2 accounts will be made available for City Staff for editing and access purposes. One level 2 account will be assigned to specified GIS City Staff member, two level 2 accounts will be assigned for use in mobile applications and/or in online mapping applications. City GIS staff member, City Administer, and/or Public Works/Utilities Director will decide who has access to level 2 accounts, and have the ability to remove or change these two accounts as necessary.

Directive 2. Vendor will publish and modify maps and applications when technical barriers prohibit City GIS staff member from accomplishing task.

Directive 3. Vendor will assist with mapping application needs and troubleshooting mapping issues and will respond to requests within 24 hours.

Directive 4. If software challenges occur outside of Vendor's scope, Vendor will be direct contact to ESRI Technical Support for resolution.

WORKFLOW TRANSPARENCY & COMMUNICATION

Overview. City GIS staff member will be allowed to regulate City-related data and maps. City GIS staff member will work with Vendor on product and data organization within ESRI Enterprise system. City and Vendor will work together to create best workflow for all users. Primary communication regarding software, access, and usage, will be between Vendor and the City's GIS staff member.

Directive 1. City will have full control over the City's data and usage of such data residing on the ESRI Enterprise system. The City will maintain ownership of all data acquired from and for the City, and have full authority on access permissions regarding City data.

Directive 2. Prior to creating a product for the city, Vendor will be provided with corresponding use parameters, data/style content, and a reasonable time line for development. For larger projects Vendor will provide a cost estimate for approval from the City's Public Works-Utilities Director.

Directive 3. Monetary requests, invoices, and other financial decisions will be requested through, and decided by the City's Public Works-Utilities Director.

Directive 4. Work with City GIS staff member on content organization. Portal Groups and folders will regularly be reviewed for unused content and maintained so as to keep groups organized and easily

navigable. City staff will have final authority in what should be removed or retained regarding City projects and City data.

Directive 5. If key GIS staff at either Vendor or the City will be unavailable for an extended period of time, a week's notice, or a notice as soon as possible, of the absence will be made to the other party.

Directive 6. If new configuration settings in ESRI Enterprise Software or modifications in ESRI Enterprise Software integration are needed, both the City and Vendor will discuss options and make joint decision on changes.

ARCGIS ENTERPRISE ROLES & PERMISSIONS

CITY STAFF

In order to ensure efficient and effective use of each party's time and workload, the City's GIS staff member will have access to settings regarding City-related users, content, and groups, through modified account settings in ArcGIS Portal.

VENDOR

Vendor maintains express administrative role over ArcGIS Enterprise software, Microsoft SQL Server, Windows Server, server hardware, firewall, and internet connections relating to this contract. Vendor will have full control over Enterprise system software security and related settings. Vendor at their discretion, will update Enterprise system software and regulate associated configurations.

RESTRICTIONS

To ensure security and maintain privacy of data outside of the City, restrictions will be set to user access and use within the ESRI Enterprise software package. The city will only access City-assigned user accounts. The City's GIS staff member will only change or modify up to 3 assigned level 2 users, and only City-used staff accounts. The city and its staff members will only access and modify data and content within the assigned folders of the server. The city and its staff members will have no interaction with member accounts, content, or groups outside of Cambridge members, Cambridge maps, and Cambridge groups. The City and its staff members will not change roles or accounts outside of the 3 assigned level 2 and staff assigned level 1 accounts. The city and its staff members will not modify any settings outside of its assigned users, content, and groups. The City has final authority on how the City's data and content is distributed and used.

PERMISSIONS

The City's GIS staff member will be allowed to edit and configure, with full control, City-related data and content residing on the ESRI Enterprise system. The City's GIS staff member will have full publishing rights to the City's folder and related groups residing on the ESRI Enterprise system. To maintain user organization, the City's GIS staff member will have access to change, add, remove staff level 1 accounts, and no more than three level 2 accounts, including their own user account. The City's

GIS staff member will have control over City groups within ArcGIS for Portal, and its affiliated users' access.

OTHER PROVISIONS

CITY'S PROPRIETARY RIGHTS

The City owns and retains all rights, title, and interest in all data provided to Vendor and stored on Vendor servers or maintained by Vendor regardless of the format of the data. The city grants to Vendor a non-exclusive, non-transferable license to use, copy, store, and transmit the City's data only to the extent necessary for Vendor to perform its obligations under this Agreement. Unless required by law or a court order, Vendor shall not access, use, disclose, alter, or remove any of the City's data without the City's permission or as reasonably necessary for Vendor to provide its services under this Agreement.

INDEPENDENT CONTRACTOR

It is agreed by Vendor that at all times and for all purposes hereunder, that Vendor (as well as any of its employees), is an independent contractor and not an employee of the city. No statement in this Agreement shall be construed so as to find Vendor (as well as any of its employees) an employee of the City, and vendor shall be entitled to none of the rights, privileges, or benefits of the City employees except as otherwise may be stated herein.

DEFAULT CLAUSE

Neither party hereto shall be held responsible for delay or failure to perform hereunder when such delay or failure is due to fire, flood, epidemic, strikes, acts of God or the public enemy, unusually severe weather, legal act of the public authorities, or delay or defaults caused by public carriers, which cannot reasonably be forecast or provided against. Unless Vendor default is excused under any provisions of this Agreement, the City, by written notice of default to Vendor may cancel this Agreement. Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be construed to be a modification of the terms of this Agreement.

DISPUTE RESOLUTION

The Parties shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this Agreement.

DURATION AND TERMINATION

This Agreement shall continue through **December 31, 2027**, unless terminated earlier as provided in this Agreement. The City may terminate this Agreement by written notice to Vendor: (a) in the event Vendor is insolvent or ceases operation; (b) if Vendor fails to cure any material breach of an obligation under this Agreement within thirty (30) days after written notice from the City to Vendor; or (c) for any reason upon sixty (60) days' written notice from the City to Vendor including the sale, merger, or

acquisition of Vendor by another company.

EFFECT OF TERMINATION

Upon expiration of termination of this Agreement for any reason and assuming all outstanding payment obligations that are not in dispute have been paid by the City to Vendor, Vendor shall make available to the City on a timely basis all of the City's data in a format and medium acceptable to the City. City agrees to pay Vendor for time and costs associated with providing the data.

FEES AND BILLING

Vendor will invoice City on a monthly basis. All invoices will be sent to the City's Public Works-Utilities Director. All invoices to be paid on a net 30 basis from the date of invoice.

Management and storage fees will be \$2,500 per month and includes the following:

- Hosting services for the City's GIS data, applications, services and user accounts
- Unlimited data, mapping application, feature services, and user account storage
- Daily and On Demand Backups of City's GIS data, applications, services and user account settings
- Regular off-site backup storage of City's data, applications, services and user account settings
- Data Security
- Technical support for issues relating to ESRI Enterprise platform package
- Upgrades and maintenance of ArcGIS Server, ArcGIS Portal, and ArcGIS Web Adaptor
- Perform weekly maintenance tasks on city's SQL geodatabase to preserve the database and its existing performance levels
- Regular Windows Server and SQL Server maintenance and backups
- Maintain high speed fiber optic connection
- All service items outlined in this Agreement

Other costs may include:

- Hourly billing service for additional technical assistance at \$100/hour adjusted for 15-minute increments. Invoicing would include the date, name of staff assisted, and services rendered.
- Hourly billing for travel assistance at an hourly rate of \$70/hour for travel time, adjusted for 15-minute increments, and \$.55/mile. Invoicing would include the date, name of staff assisted, and services rendered.
- Web browser, mobile and ArcCollector based application design, programming, installation, testing, and troubleshooting will be billed at \$125/hour. Invoicing would include dates and services rendered.
- Other services not outlined in this Agreement subject to cost estimate.

We the undersigned agree to the terms and conditions as stated herein:

VENDOR

CITY

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

4D Resolution R23-003 Approve Restricted Donations for Winter Festival February 6, 2023

Prepared By: Caroline Moe, Director of Finance

Background:

The City received various donations to support the Cambridge Winter Festival. Restricted donations are required to be accepted by the City via resolution.

Fiscal Note:

No budgetary implications.

Core Strategy Compatibility #5: Foster Engaged, Informed, and Involved Citizens & Community:

Accepting this restricted donation demonstrates the City serving as a connector piece for community helping people find their passion and honoring the “hometown” feel.

Recommendation:

Approve Resolution R23-003 Accepting Restricted donation for the Cambridge Winter Festival

Attachment:

Resolution R23-003

RESOLUTION NO. R23-003

Resolution Accepting Restricted Donations in Support of Winter Festival Event

WHEREAS, the City received the following restricted donations for the Cambridge Winter Festival:

Donor	Item Donated
Happy Productions	Coffee Beans & Music Services
TreeFellers	Wood for bonfires and use of straw bales
Sidelines	Two \$15 Gift Cards for Snowman/Snow-sculpture contest prizes
Presbyterian Homes-GracePoint Crossing	Two Target Gift Cards for Snowman/Snow-sculpture contest prizes
Cambridge Surplus Food Dist.	Various snacks
Connexus	Four gift baskets for Snowman/Snow-sculpture contest prizes
North Metro Saw	Fire Rings for bonfires
Mincco Credit Union	Gift Basket for Snowman/Snow-sculpture contest prizes
Embrace Orthodontics	4 bamboo toothbrushes and 4 bluetooth speakers
Anonymous	One set of corn-hole boards

NOW THEREFORE, BE IT RESOLVED by the City Council of Cambridge, Minnesota, that the donation detailed above are hereby received and accepted for the purposes as described above.

Adopted this 6th day of February, 2023.

James Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

Prepared by: Caroline Moe, Director of Finance

Background

As detailed in the attached resolution, we are recommending that a certain 2022 fund transfers be approved at this time.

Council Action Requested

Adopt Resolution R23-004 Approving Inter-Fund Transfers

Resolution No. R23-004

RESOLUTION AUTHORIZING 2022 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 2022 Inter-fund Transfers on the City of Cambridge books of record for 2022:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Downtown Loan & Grant Fund (#215)	Downtown Grant Fund (#225)	\$63,310.68	Separate Downtown Loan and Grant funds. Fund 215 will retain the loan activity while fund 225 will now be the Downtown Grant Funds as approved by City Council on 1/17/2023.
Redevelopment Fund (#499)	Downtown Grant Fund (#225)	\$86,689.32	Move funds from redevelopment fund to Downtown Grant Fund as approved by City Council on 1/17/2023.
Airport Operating Fund (#211))	General Fund (#101)	\$44,118.00	Reverse 2022 transfer to fund operations. Other federal and state grants were received in 2022 so general fund transfer is not necessary.
Northbound Liquor Fund (#610)	General Fund (#101)	\$100,000.00	Transfer profits not previously assigned to general fund for redistribution for property tax relief.
Airport Capital Project Fund (#444))	General Fund (#101)	\$150,000.00	Reverse 2022 transfer to fund operations. Other federal and state grants were received in 2022 so general fund transfer is not necessary.
General Fund (#101)	Police Capital Fund (#417)	\$200,000.00	Provide funding to replace police department radios with equipment compliant with encryption standards.
General Fund (#101)	Self-Insurance Fund (#704)	\$110,000.00	Contribute to improve ability of fund to handle future claims.
General Fund (#101)	Pavement Management Fund (#443)	\$271,506.00	To reduce property tax levy burden in 2024 and 2025 for funding Pavement Management capital plan.
General Fund (#101)	Public Works Capital Fund (#418)	\$43,494.00	To reduce property tax levy burden in 2025 for funding Public Works capital plan.
General Fund (#101)	See fund detail below	118,787.62	Transfer from General Fund to offset unrealized market value loss in excess of interest
	Police Forfeiture Fund 209-156.36		
	Police Admin Fine Fund 213-311.60		
	MIF Loan Fund 214-1303.21		

	Downtown Loan Fund 215-1139.67		
	C-I Bike Walk Trail Fund 219-601.81		
	Comm Ctr Feasibility Fund 222-14.04		
	TIF 6-20 Fund 290-177.54		
	TIF 6-18 Fund 291-54.50		
	TIF 6-21 Fund 292-25.22		
	TIF 6-22 Fund 293-91.51		
	TIF 6-23 Fund 294-69.85		
	TIF 6-24 Fund 295-84.09		
	ARPA Fund 298-13375.61		
	Local Opt Sales Tax Fund 299-28128.41		
	TIF 6-15 Fund 305-1193.94		
	TIF 6-16 Fund 306-390.71		
	TIF 6-17 Fund 307-734.99		
	2016 Bonds-Debt Serv Fund 324-6214.41		
	Library Debt Serv Fund 325-8436.54		
	2018 Bonds-Debt Serv Fund 328-5339.46		
	2014 Bonds-Debt Serv Fund 372-3364.73		
	2015 Bonds-Debt Serv Fund 385-2573.94		
	2022 Bonds-Debt Serv Fund 392-1696.53		
	Fire Dept Capital Fund 420-7306.92		
	Park Dedication Fund 421-87.45		
	Redevelopment Fund 499-35914.58		
		1,187,905.62	

This resolution shall become effective immediately upon its passage without publication. Adopted this 6th day of February 2023.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

4F 2022 General Fund Budget Amendments

February 6, 2023

Prepared by: Caroline Moe, Director of Finance

Background

We are requesting amendment to the 2022 general fund budget to reflect end of the year activity.

We recommend the following change to the general fund budgeted revenues and transfers in:

Revenue Source Impacted	Amount of increase (decrease)	Rationale
Taxes	\$107,570	Adjust to reflect actual tax collections in 2022.
Licenses & Permits	381,962	Year-end adjustment to reflect permit revenue collected by contracted building inspection company as revenue (with offsetting addition to expense) along with additional activity permit collection at end of the year.
Inter-governmental	125,677	Adjust \$100K for State Fire Aid passed directly to State of MN for Cambridge Fire plus other minor increased aid received.
Charges for Services	4,983	Minor amount of adjustment to actual.
Fines & Forfeitures	16,072	Fine revenue was higher than expected by the end of the year.
Other Revenue	(43,621)	Other revenue includes unrealized market value adjustments at the end of the year.
Transfer In	100,000	Transfer in excess profits from Northbound Liquor to assist with property tax relief in 2024 and 2025.
Total	\$692,643	

We recommend the following change to the general fund budgeted expenditures and transfers out:

Dept Impacted	Amount of increase (decrease)	Rationale
General Government	\$156,405	Year-end adjustment to reflect contracted building inspection paid by permit revenue held in liability account during the year for contractor.
Public Safety	21,154	Minor amount of adjustment to actual. Increase in pass-through of fire pension aid offset by savings in police dept.
Public Works	(19,578)	Minor amount of adjustment to actual.
Parks & Recreation	(112,513)	Adjustment to actual at end of the year. Park employee worked more time in Public Works than budgeted.
Transfers Out	609,670	Available funds transferred to Council priorities at end of year.
Total	\$655,138	

Compatibility with Strategic Goals:

Approval of budget amendment 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 budget amendment is required obtain a clean audit.

Requested Council Action

Approve Resolution No. R23-005 2022 General Fund Budget Revision

Resolution No. R23-005

RESOLUTION APPROVING AMENDMENTS TO THE 2022 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R21-056 adopting the 2022 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R22-010 amending the 2022 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R22-044 amending the 2022 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R22-076 amending the 2022 General Fund Budget; and

WHEREAS, for financial reporting purposes, all amendments to the City’s General Fund Budget are to be made in the form of Budget Amendment Resolution.

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 enter the attached budget amendments into the City’s financial records:

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2022 budget is sought from \$7,961,161 to \$8,653,804, a total net increase of \$692,643:

Operating Revenues:	2022 Amended Budget 9/19/2022	2022 Proposed Amended Budget 2/6/2023	Increase (decrease)
Taxes	\$5,486,153	\$5,593,723	\$107,570
Licenses & Permits	296,401	678,363	381,962
Intergovernmental	1,392,753	1,518,430	125,677
Charges for Services	144,658	149,641	4,983
Fines & Forfeitures	32,710	48,782	16,072
Other Revenue	83,486	39,865	(43,621)
Transfers In	<u>525,000</u>	<u>625,000</u>	<u>100,000</u>
Total Revenues & Transfers In	<u>\$7,961,161</u>	<u>\$8,653,804</u>	<u>\$692,643</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2022 budget is sought from \$7,961,161 to \$8,616,299, a total net increase of \$655,138:

Operating Expenditures:	2022 Amended Budget 9/19/2022	Proposed 2022 Amended Budget 2/6/2023	Increase (decrease)
General Government	\$1,620,502	\$1,776,907	\$156,405
Public Safety	3,107,889	3,129,043	21,154
Public Works	1,509,031	1,489,453	(19,578)
Parks and Recreation	673,640	561,127	(112,513)
Transfers to Other Funds	<u>1,050,099</u>	<u>1,659,769</u>	<u>609,670</u>
Total Operating Expenditures	<u>\$7,961,161</u>	<u>\$8,616,299</u>	<u>\$655,138</u>

This resolution shall become effective immediately upon its passage without publication.

Adopted this 6th Day of February, 2023

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

4G 2022 Airport Special Revenue Fund Budget Amendments

February 6, 2023

Prepared by: Caroline Moe, Director of Finance

Background

We have made our final entries to the 2022 Airport Operating Special Revenue fund revenue and expenditures. For clean presentation in our audit, we typically make one final amendment of the budget to reflect the final amounts for inclusion in our 2022 audit report.

The primary differences as compared to the original budget were as follows:

Revenue--

- Federal grant funding was unexpectedly received.
- State aid was higher than initially anticipated.
- Fuel sale revenue was higher than initially anticipated.

Expenditures—

- Cost of fuel sold was higher than initially anticipated due to volume of fuel sales, not cost variance.
- Airstrip maintenance budget was increased due to crack sealing that necessary, done at the airport due to the availability of grant funding.
- Personnel costs were less than budgeted due to level of maintenance required.

Compatibility with Strategic Goals:

Approval of budget amendment 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 budget amendment is required obtain a clean audit.

Council Action

Approve Resolution No. R23-006 2022 Airport Operating Special Revenue Fund Budget Revision

Resolution No. R23-006

RESOLUTION APPROVING AMENDMENTS TO THE 2022 AIRPORT OPERATING SPECIAL REVENUE FUND BUDGET

WHEREAS, the Cambridge City Council passed Resolution R21-057 adopting the 2022 Airport Operating Special Revenue Fund Budget;

WHEREAS, for financial reporting purposes, all amendments to the City’s General Fund Budget are to be made in the form of Budget Amendment Resolution.

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 enter the attached budget amendments into the City’s financial records:

AIRPORT OPERATING SPECIAL REVENUE FUND REVENUES AND TRANSFERS IN:

An amendment of the 2022 budget is sought from \$112,318 to \$164,693 a total net increase of \$52,375:

	<i>Proposed 2022 Amended Budget 2/6/23</i>	<i>2022 Adopted Budget</i>	Increase (decrease)
Revenues:			
Intergovernmental Rev	76,585	21,000	55,585
Charges for Services	88,108	47,000	41,108
Interest Earnings	0	200	(200)
Transfer In-General Fund	<u>0</u>	<u>44,118</u>	<u>(44,118)</u>
Total Revenues	<u>\$164,693</u>	<u>\$112,318</u>	<u>\$52,375</u>

AIRPORT OPERATING SPECIAL REVENUE FUND EXPENDITURES
AND TRANSFERS OUT:

An amendment of the 2022 budget is sought from \$112,318 to \$157,558 a total net increase of \$45,240:

Operating Expenditures:	Proposed 2022 Amended Budget 2/6/23	2022 Adopted Budget	Increase (decrease)
Personal Services	\$28,280	\$44,118	(\$15,838)
Supplies	83,958	44,100	39,858
Other Services and Charges	45,320	22,900	22,420
Transfers to Airport Capital Fund	<u>0</u>	<u>1,200</u>	<u>(1,200)</u>
Total Operating Expenditures	<u>\$157,558</u>	<u>\$112,318</u>	<u>\$45,240</u>

This resolution shall become effective immediately upon its passage without publication.

Adopted this 6th Day of February, 2023

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

Prepared by: Caroline Moe, Director of Finance

Background

We are requesting amendment to the 2023 General Fund Budget for some minor adjustments.

Revenue Category Impacted	Amount of increase (decrease)	Rationale
License & Permits	\$10,900	Update of estimate based on better information received since budget was prepared.
Other Revenue	\$5,000	Update of estimate based on better information received since budget was prepared.
Total	\$15,900	

We recommend the following change to the general fund budgeted expenditures and transfers out:

Dept Impacted	Amount of increase (decrease)	Rationale
General Government	\$5,900	Increase requested by City Administrator Vogel for ICMA costs of \$5000 and carryover unspent items from Community Development of \$900.
Public Works	\$10,000	Increase requested to provide funding for installation of electric vehicle charging station at City Hall—carryover of project not completed in 2022.
Total	\$15,900	

Compatibility with Strategic Goals:

Approval of budget amendment 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 budget amendment is required obtain a clean audit.

Council Action

Approve Resolution No. R23-007 2023 General Fund Budget Revision

Resolution No. R23-007

RESOLUTION APPROVING AMENDMENTS TO THE 2023 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R22-102 adopting the 2023 General Fund Budget; and

WHEREAS, for financial reporting purposes, all amendments to the City’s General Fund Budget are to be made in the form of Budget Amendment Resolution.

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 enter the attached budget amendments into the City’s financial records:

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2023 budget is sought from \$8,159,123 to \$8,175,023 a total net increase of \$15,900:

Operating Revenues:	2023 Adopted Budget 1/1/2023	2023 Proposed Amended Budget 2/6/22	Increase (decrease)
Taxes	\$5,557,164	\$5,557,164	\$0
Licenses & Permits	337,850	348,750	10,900
Intergovernmental	1,469,590	1,469,590	0
Charges for Services	144,011	144,011	0
Fines & Forfeitures	42,000	42,000	0
Other Revenue	83,508	88,508	5,000
Transfers In	<u>525,000</u>	<u>525,000</u>	<u>0</u>
Total Revenues & Transfers In	<u>\$8,159,123</u>	<u>\$8,175,023</u>	<u>\$15,900</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2023 budget is sought from \$8,159,123 to \$8,175,023 a total net increase of \$15,900:

Operating Expenditures:	2023 Adopted Budget	2023 Proposed Amended Budget 2/6/23	Increase (decrease)
General Government	\$1,870,346	\$1,876,246	\$5,900
Public Safety	3,419,027	3,419,027	0
Public Works	1,625,177	1,635,177	10,000
Parks and Recreation	701,362	701,362	0
Transfers to Other Funds	<u>543,211</u>	<u>543,211</u>	<u>0</u>
Total Operating Expenditures	<u>\$8,159,123</u>	<u>\$8,175,023</u>	<u>\$15,900</u>

This resolution shall become effective immediately upon its passage without publication.

Adopted this 6th Day of February, 2023

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

4I Request for Proposal--Classification and Compensation Study 2/6/23

Prepared by:

Caroline Moe
Director of Finance

Background

Staff has drafted a request for proposal for a classification and compensation system update. The primary reason for this study is to make sure that City employee wage levels are competitive given current market conditions. The system was last updated in 2018. Normally, updates are completed every five years.

Fiscal note—Study costs is already in 2023 budget. Costs to implement any recommendations will be included in 2024 and 2025 budgets.

Compatibility with Strategic Goals:

Updating the classification and compensation system of the City supports core strategy #2-Deliver Exceptional Public Services and #4-Be Responsible and Flexible in Managing the City's Administrative Functions. Recruitment and retention of city staff is necessary to achieve these goals. Recruitment and retention is related to having appropriate wage levels for positions.

Recommended Council Action

Authorize staff to solicit proposals for a classification and compensation study as presented.



Request for Proposals

Classification and Compensation Study

Proposals Due By:
March 22, 2023
4:30 p.m.

February 7, 2023

Dear Consultant:

Enclosed is the background information necessary to provide a proposal for the classification and compensation study for the City of Cambridge.

The end report must conform to the standards set by the Minnesota Management and Budget Department (MMB) for pay equity reporting. All proposals must be received by 4:30 PM on **Wednesday, March 22, 2023**.

Thank you for your consideration. If you have any questions concerning the specifications, etc. please contact me at 763-552-3202.

Sincerely,

Caroline Moe
Director of Finance
City of Cambridge

NOTICE OF PROPOSAL

The City of Cambridge is seeking proposal from consultants highly experienced in government sector compensation studies and compensation plans to evaluate the internal position relationships and external market comparisons for all positions within the City. Sealed proposals will be accepted until 4:30 p.m. on Wednesday, March 22, 2023, at the Cambridge City Hall, 300 3rd Ave NE, Cambridge, MN 55008. Proposals must be labeled "Classification and Compensation Study Proposal." Please provide seven (7) copies of the proposal and an emailed digital copy to cmoe@ci.cambridge.mn.us.

CITY OVERVIEW

Cambridge is a growing city north of the Twin Cities and conveniently located at the intersection of State Highways 65 and 95, with a population of approximately 10,000.

The City of Cambridge currently has in place a job evaluation system The Systematic Analysis and Factor Evaluation (SAFE) System. SAFE was last reviewed and updated in 2018 for pay equity compliance. In the 2018 Study work included update of job classifications, external market study, pay plan review, and review recommendations for compliance with State pay equity laws. The 2018 study was reviewed and recommendations were implemented in budget year 2019.

The City has approximately 81 employees (58 FT /23 PT) plus paid on-call fire firefighter. Thirty-eight position classifications are subject to the State of Minnesota Pay Equity Compliance requirements.

Non-exempt and exempt positions are paid on a performance-based step program. Our current compensation program has 19 grades and 9 steps within each grade. Throughout the last several years we have maintained updated job descriptions and we are currently in compliance with Pay Equity requirements. Our next Pay Equity Report is due in 2026 for the 2025 plan year.

SCOPE OF WORK

A. The work to be completed includes the following and all work associated with completing the listed tasks:

- Review the existing job descriptions and physical requirements.
- Review the existing job classifications within the existing system to determine job value for each position with recommendations for necessary adjustments.
- Review our current classification system for appropriate number of grades/steps based on our current job classifications.
- Review our current classification system and recommend solutions for addressing pay compression. Conduct an external market study using comparable cities (recommend comparable cities) and provide recommendations for adjustments to the City's pay plan along with a method/system to ensure continuing consistency with the market.
- Test recommendations to ensure compliance with the State of Minnesota's State Equity Compliance requirements.
- Explore and research additional compensation benefits, that are compliant with Minnesota's Pay Equity.

B. Establish and provide concrete schedules for each of the above proposed developments.

C. Present findings and recommendations, including written and oral reports and policies at various meetings such as employee and City Council meetings.

Option:

If you prefer not to use the existing SAFE, you may recommend another evaluation system that is approved under the State's pay equity law. Please include supporting information on the system you recommend and the cost, if any, to change evaluation systems.

CONSULTANT SUBMITTAL

The proposal shall contain the following information:

- A. A transmittal letter with Consultant background.
- B. A list of government compensation studies completed in Minnesota in the past two years.
- C. A project outline identifying in detail the strategy you will use for completing the project.
- D. The name(s) and professional backgrounds of the individuals assigned to this project.
- E. The name of the lead consultant/project manager who will be doing the majority of the work included in this proposal.
- F. A meeting outline listing number of meetings included in your proposal and with whom those meetings would be held.
- G. A cost for each additional meeting.
- H. A timeline for completion.
- I. A Not to Exceed cost.
- J. The cost for Options as listed in the Scope of Work section.

CONSULTANT SELECTION

Consultant selection will be determined at the City's sole discretion based on numerous factors including, but not limited to the following:

- Consultant qualifications and experience
- Completion of recent similar studies
- Completeness of Request for Proposal submission
- References
- Total Cost

PROJECT COMPLETION

The deadline for completion of this project is August 31, 2023.

OTHER

- A. Questions regarding this Request for Proposal should be directed to:

Caroline Moe
Director of Finance
Telephone: 763-552-3202
Email: cmoe@ci.cambridge.mn.us

- B. The City of Cambridge reserves the right to accept or reject any and all proposal and to waive minor and nonmaterial informalities or irregularities in proposals.
- C. Seven (7) copies of the proposal are to be submitted by 4:30 p.m. on Wednesday, March 22, 2023.
- D. Finalists may be required to make a presentation to our City Council for evaluation.

City of Cambridge Internal Structure
Pay Grades, Positions, Point Ranges, and Salary Ranges 2022

Grade	Full-Time Positions	Point Range
1	No positions assigned	0-19
2	No positions assigned	20-25
3	No positions assigned	46-74
4	No positions assigned	75-104
5	Custodian (105 points)	105-137
6	Administrative Assistant – Police (140 points) Administrative Assistant – Community Dev. (140 points) Administrative Assistant – Public Works (140 points) Police Permit Technician (140 points)	138-171
7	Laboratory Technician (175 points) Liquor Data Inventory Manager (180 points) Liquor Store Night Manager (182.5 points) Utility Billing and Revenue Specialist (185 points) Maintenance Worker (205 points)	172-208
8	Water-Wastewater Operator (210 points) Housing Maintenance Coordinator (210 points) Assistant Liquor Store Manager (217.5 points) Mechanic (220 points) Administrative Assistant to City Administrator (220 points) City Planner I (235 points) Building Inspector (237.5 points) Community Development Specialist (237.5 points)	209-247
9	GIS Stormwater Technician (250 points) Finance Clerk (250 points) Lead Maintenance Worker (250 points) Lead Mechanic (252.5 points) Building Inspector (260 points)	248-289
10	Housing Supervisor (292.5 points) Lead Water-Wastewater Operator (292.5 points) Police Officer (325 points)	290-333
11	Police Detective (377.5 points)	334-380
12	Building Official (400 points)	381-431
13	Assistant Public Works Director (435 points) Police Sergeant Administrative (435 points) Building Official (440 points) Police Sergeant Patrol (442.5 points) Assistant Utilities Director (445 points) Liquor Store Manager (457.5 points)	432-485

14	No positions assigned	486-542
15	Deputy Police Chief (542.5 points) Emergency Management – Deputy Fire Chief (570 pts) Community Development Director (600 points) Deputy City Administrator (600 points)	543-603
16	Public Works-Utilities Director (660 points)	604-667
17	Director of Finance (670 points) Chief of Police (690 points)	668-736
18	No positions assigned	737-810
19	City Administrator (825 points)	811-888

City of Cambridge Internal Structure

Part-Time Pay Grades, Positions, Point Ranges, and Salary Ranges 2022

Grade	Part-Time Positions	Point Range
1	No position assigned	0-19
2	Seasonal Labor (42.5 points) Liquor Store Clerk (42.5 points)	20-45
3	No position assigned	46-74
4	Receptionist – Finance (100 points) Receptionist – Community Development (100 points)	75-104
5	No position assigned	105-137
6	No position assigned	138-171
7	Liquor Store Night Manager (Key Holder) (182.5 points)	172-208
8	No position assigned	209-247
9	No position assigned	248-289
10	Part-Time Police Officer (325 points)	293-333
11	No position assigned	334-380
12	No position assigned	381-431
13	No position assigned	432-485
14	No position assigned	486-542
15	No position assigned	543-603

Prepared by: Caroline Moe, Director of Finance

Background

Certify Delinquent Municipal Charges

Attached for your review is a certification of delinquent amounts to be certified to the Isanti County Auditor for the Assessment to the Real Estate Taxes due in 2024.

Certification of delinquent charges allows the City to retain its ability to collect the outstanding balance even though in the future a property may be a part of a foreclosure or bankruptcy action. Once certified, amounts become a lien that stay with the property until paid.

Compatibility with Strategic Goals:

Regular financial reporting to the City Council supports core strategy #4—Be responsible and flexible in managing City’s administrative function, specifically towards the effort of maintaining affordable utility rates. To control utility rate increases in the future, it is important to collect utility fees billed monthly. Also, it is important to make sure we collect other fees due to the City of Cambridge.

Recommended Council Action—*Approve Resolution R23-008 certifying debts to the Isanti County Auditor for the Assessment to the Real Estate Taxes due in 2024.*

Attachments:

1. Resolution R23-008 for certification of delinquent account balances.
2. Listing of delinquent amounts for certification.

Resolution No. R23-008

**RESOLUTION CERTIFYING DELINQUENT DEBTS TO THE ISANTI COUNTY
AUDITOR FOR ASSESSMENT TO THE REAL PROPERTY TAXES DUE IN 2024 FOR
THE PROPERTY SERVED**

WHEREAS, Minnesota State Law and Cambridge City Code authorize the City Council to certify delinquent and unpaid charges to Isanti County for collection with ad valorem taxes;

WHEREAS, the Cambridge City Council has determined the attached certification of municipal charges delinquent and unpaid;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the owners of the properties located on the attached certification are delinquent in his/her payments to the City of Cambridge for municipal services and other services and the City Council of Cambridge, Minnesota shall have the delinquent amounts along with certification fees, as applicable, certified to the Isanti County Auditor for assessment to the real property taxes as imposed by the Isanti County Auditor, due in 2024 for the property served.

This resolution shall become effective immediately upon its passage without publication.

Adopted this 6th Day of February, 2023.

James Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

Prepared By: Todd Schwab, Public Works/Utilities Director

Background:

The Public Works Capital Improvement Plan references the replacement of the 2006 Ford F450 Bucket Truck (Unit 110) in 2026. The last inspection that was done on Unit 110 indicated that the telescopic boom on the unit will need major repair soon. The cost of the repairs is likely to exceed the value of the entire vehicle.

Staff has been in discussions with East Central Electric and has discovered that they have a 2012 Ford F550 Altec Bucket Truck in their fleet that they are willing to sell to the city for a purchase price of \$20,000. The truck has recently been replaced by a new unit. The truck has been well maintained and is current on inspections. Staff is confident that the truck will supply many years of service. Staff would like to replace the existing unit 110 with that 2012 Ford F550 Altec Bucket Truck.

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*

Fiscal Note:

The Capital Plan has identified 2026 as the year of replacement and \$80,000 to fund the replacement. There are adequate funds in the Capital Plan to support the early replacement.

Recommendation:

Authorize staff to purchase a 2012 Ford F550 Altec Bucket Truck from East Central Electric for the quoted price of \$20,000. The purchase price does not include tax and license. Declare the 2006 Ford F450 Bucket Truck (Unit 110) surplus property and authorize staff to take sealed bids for its sale.

Included:

ECE Invoice



412 Main Avenue North
 P.O. Box 39
 Braham, MN 55006-0039

INVOICE: 86743

Invoice Date: 01/23/2023
 Terms: Net 30
 Due Date: 02/22/2023
 Amount Due: \$ 20,000.00

CITY OF CAMBRIDGE
 ATTN FINANCE DEPT
 300 3RD AVE NE
 CAMBRIDGE MN 55008-1271

Account: 820
 Description: 2012 Ford F550 Altec Bucket Truck, VIN# 1FD0X5HY4CEC55871, ECE UNIT 294
 Page 1 of 1

DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
2012 Ford F550 Altec Bucket Truck	1.000	EA	20,000.0000	20,000.00	
----- TAX WILL BE PAID WHEN TITLE IS TRANSFERRED					

MESSAGES	
NOTE: DO NOT SEND PAYMENT FOR THIS INVOICE TO THE CHICAGO LOCK BOX	Subtotal: \$ 20,000.00
Pay on ECE's SmartHub app or online at https://ecemn.smarthub.coop/PayNow.html	Tax: \$ 0.00
Use the account # and last name or business name that is on your invoice.	Total: \$ 20,000.00
Pay by phone @ 1-800-254-7944, select option 2, then option 3	Amount Paid: \$ 0.00
	Amount Due: \$ 20,000.00

RETURN BOTTOM PORTION WITH PAYMENT



412 Main Avenue North
 P.O. Box 39
 Braham, MN 55006-0039

Account:	820
Invoice:	86743
Due Date:	02/22/2023
Amount Due:	\$ 20,000.00
Amount Of Payment:	_____

CITY OF CAMBRIDGE
 ATTN FINANCE DEPT
 300 3RD AVE NE
 CAMBRIDGE MN 55008-1271

Remit To:
 EAST CENTRAL ENERGY
 PO BOX 39
 412 MAIN AVE N
 BRAHAM MN 55006

Prepared by: Todd S. Schuster – Chief of Police

Background:

On Monday, January 16, 2023, Jesse Peck submitted his resignation to me. Jesse Peck was hired on 02/04/2002 and has held the positions of Police Officer and School Resource Officer during his time with the Cambridge Police Department.

Jesse's last day with the city will be on March 16, 2023.

Compatibility with Core Strategies and Strategic Objectives:

Fiscal Note:

Recommendation:

Accept the resignation of Jesse Peck with both regret and appreciation.

Attachments:

1. Copy of Jesse's Resignation letter

January 16, 2023

Chief Todd Schuster,

As of this date, Monday January 16, 2023, I hereby give you my written 60 day resignation. That would make my last scheduled day to work as March 16th.

This has been a tough decision Todd, but I feel I need a change in my day to day life. I have tried to give you as much time in advance of me leaving.

Jesse Peck

Prepared by: Todd S. Schuster – Chief of Police

Background:

The FBI has instituted new security standards for radio traffic. The new standard is that all CJIS information is to be encrypted during both, transmission and receiving of data. Right now, neither our portable or mobile radios are capable of meeting this new standard.

A quote was received from Granite Electronics to replace all of our current portable and mobile radios for a state bid (contract 20927 – MN DOT 209493) price of \$194,960.08. I have reached out to Granit Electronics to see if they have an estimate on how long the radios would take to receive and was told to use a 6-month timeline as an approximation. I have also contacted Guardian Fleet Safety to receive a quote on installing the radios. They told me that they would have a quote to me this week, but I have not received it as of this time.

Compatibility with Core Strategies and Strategic Objectives:

Core Strategy #2: Deliver Exceptional Public Services

*Provide proper equipment to effectively and safely perform job duties.

Fiscal Note:

Finance Director Moe has advised that there is \$200,000 earmarked for this project.

Recommendation:

Authorize the purchase of dual-encryption portable and mobile radios for the PD.

Attachments:

1. Granite Electronics Quote
2. Authorization Letter

Billing Address:
 CAMBRIDGE POLICE DEPT,
 CITY OF
 139 E FIRST ST
 CAMBRIDGE, MN 55008
 US

Quote Date:01/23/2023
 Expiration Date:03/24/2023
 Quote Created By:
 Shawn Vnace
 shawn@graniteelectronics.com

End Customer:
 CAMBRIDGE POLICE DEPT, CITY OF

Contract: 20927 - MN DOT 209493

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	17	\$7,238.00	\$5,262.88	\$89,468.96
1a	H869BZ	ENH: MULTIKEY	17			
1b	Q361AR	ADD: P25 9600 BAUD TRUNKING	17			
1c	H38BT	ADD: SMARTZONE OPERATION	17			
1d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	17			
1e	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	17			
1f	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	17			
2	NNTN8863A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, US/NA PLUG	17	\$169.56	\$122.08	\$2,075.36
3	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	17	\$143.64	\$95.76	\$1,627.92
	APX™ 6500 / Enh Series	ENHANCEDAPX6500				
4	M25URS9PW1BN	APX6500 ENHANCED 7/800 MHZ MOBILE	17	\$8,204.00	\$5,987.52	\$101,787.84
4a	G851AG	ADD: AES/DES-XL/DES-OFB ENCRYP APX AND ADP	17			



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

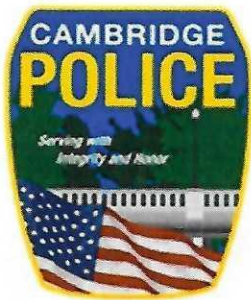
Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4b	G51AU	ENH: SMARTZONE OPERATION APX6500	17			
4c	G67DT	ADD: REMOTE MOUNT E5 APXM	17			
4d	G78AT	ENH: 3 YEAR ESSENTIAL SVC	17			
4e	GA01606AA	ADD: NO GPS/WI-FI ANTENNA NEEDED	17			
4f	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	17			
4g	G444AH	ADD: APX CONTROL HEAD SOFTWARE	17			
4h	G335AW	ADD: ANT 1/4 WAVE 762-870MHZ	17			
4i	G806BL	ENH: ASTRO DIGITAL CAI OP APX	17			
4j	GA01670AA	ADD: APX E5 CONTROL HEAD	17			
4k	W22BA	ADD: STD PALM MICROPHONE APX	17			
4l	W969BG	ADD: MULTIKEY OPERATION	17			
4m	G361AH	ENH: P25 TRUNKING SOFTWARE APX	17			
Grand Total						\$194,960.08(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Purchase Order Checklist	
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)	
PO Number/ Contract Number	
PO Date	
Vendor = Motorola Solutions, Inc.	
Payment (Billing) Terms/ State Contract Number	
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name	
Bill-To Address	
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)	
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)	
PO Amount must be equal to or greater than Order Total	
Non-Editable Format (Word/ Excel templates cannot be accepted)	
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept	
Ship To Contact Name & Phone #	
Tax Exemption Status	
Signatures (As required)	



CAMBRIDGE POLICE DEPARTMENT

Todd S. Schuster
Chief of Police

300 3rd Avenue N.E.
Cambridge, MN 55008

PHONE: (763) 689-9567
Fax: (763) 689-5134

02/07/2023

To: Motorola Solutions, Inc.
1309 E. Algonquin Rd.
Schaumburg, IL 60196

Re: Purchase of Motorola radio communications equipment -**MN Contract # 209493**

This letter serves as authorization for Motorola Solutions, Inc. to place an order for the communications equipment on the attached sheet for a purchase price of \$194,960.08. The Cambridge Police Department, City of agrees to pay Motorola Solutions, Inc. for the equipment "Net 30 days upon shipment" to:

Granite Electronics
535 N 31st Ave
St Cloud MN 56303

When Motorola Solutions, Inc. invoices Cambridge Police Department, City of, the invoice should reference APX 6000 Radios and be sent to Chief Todd Schuster at the following address:

Cambridge Police Department, City of
300 Third Ave NE
Cambridge, MN 55008

For taxation purposes, even if tax-exempt, the equipment sold to Cambridge Police Department, City of will ultimately reside at the following address:

Cambridge Police Department, City of
300 Third Ave NE
Cambridge, MN 55008

Payments can be authorized solely on this document. I submit that I am a duly authorized official of our entity and that my signature makes this a legal and binding document and that funding has been encumbered for this order.

If you have any questions regarding this order, please feel free to contact Todd Schuster at 763-689-9567.

Sincerely yours,

By: 

Todd Schuster
Chief of Police

Cc: Shawn Vance

Prepared by: Will Pennings Deputy Fire Chief

Background:

The Cambridge Fire Department has an outdated set of Amkus extrication tools that were donated to us and never ended up in service. We would like to make room in the storage area and feel they should be donated to any service that could put them to work.

We are also storing a tank that was on our UTV before we redesigned it. We suggest offering this tank on a closed seal bid.

Also, in the shed behind the PD we have an old air compressor that is well past its useful life. We suggest giving it away to whoever can take it.

Fiscal Note:

No negative impact.

Compatibility with Strategic Goals:

Yes

Recommendation:

Declare Air Compressor, Extrication tools, and water tank as surplus property.

City of Cambridge

2021 Strategic Planning and Goal Setting Report

Last updated in January of 2023

PROCESS

On August 30 and September 22, the Cambridge City Council and members of its staff leadership team convened two special sessions to establish a vision, strategies, and short-term goals that will guide the organization over the coming years. [Subsequently, the City Council revisited this plan during a visioning session on January 20, 2023 to ensure the plan was still reflective of the Council Goals. This is the latest version containing all updates and changes to this document.](#)

The sessions involved a series of discussions around key topics, including a look at the City's past, a multi-faceted look at its present status, and brainstorming important components of its future vision. The working group synthesized the outcomes of these discussions into eight core strategies, each supported by a series of strategic objectives. The attendees also worked together to identify potential short-term goals that would support the core strategies.

The City Council will now consider the results of the session through the process of adopting its 2021 Work Plan. This report contains a summary of the session and outlines the outcomes in the form of a work plan to guide the City moving forward.

VISION

One of the three primary outcomes of the Strategic Planning process is the development of a vision statement. The vision statement is a short, concise description of the future the participants see for the community. The purpose of the vision is to establish the long-term direction that can be communicated both within the community and the organization, providing all stakeholders with an understanding of the leadership's direction. The vision statement is supported by more descriptive and detailed organizational strategy statements, labeled core strategies. These are the top priorities that support the vision statement. Accomplishing progress on the core strategies will bring the organization closer to achieving its vision and provide the areas in which more manageable, short-term goals can be derived.

In the first session, participants were asked to consider both past community decisions that have put the City in a good position and potential long-term improvements that would make the community the best it can be. The participants responded and discussed the key elements that make the community unique and the characteristics that are the most important moving forward. Following this discussion, a couple drafts of potential vision statements were created to encapsulate those key elements into a statement to guide the Strategic Plan. By group consensus, the following statement is recommended as the vision statement:

City of Cambridge Vision Statement

Capitalizing on its beautiful, natural setting and presence as a regional center, Cambridge endeavors to deliver a high quality of life and opportunities for residents, businesses, and visitors alike. With a balanced, planned approach to growth and development and an emphasis on its historic downtown, the City will continue to be a leader in quality community development and public services.

CORE STRATEGIES AND STRATEGIC OBJECTIVES

The core strategies are action statements that identify the organization and City's long-term key areas of focus. The strategies provide consistent and stable organizational priorities for the years to come, and serve as organizational guideposts for day-to-day action, policy formation, and program decision-making. It is anticipated that the core strategies may be modified over the long-term, but generally all agreed as to the key priorities of the leadership team.

The core strategies are supported in this plan by strategic objectives. These objectives provide more specific action areas that the City's leadership team believes are integral to achieving success with the core strategies. Each objective addresses an internal or external area of action or improvement. The strategic objectives, combined with the core strategies, provide direction for all areas of leadership.

The process of developing the core strategies and strategic objectives involved a review of past actions, future goals, and a community assessment. Participants brainstormed a wide variety of objectives and worked through a collaborative process to find consensus around the priority items. The core strategies and strategic objectives are listed on the below.

Core Strategy #1: Encourage and facilitate the revitalization and restoration of a vibrant downtown.

- * Identify and address the reasons that have inhibited private investment*
- * Develop public spaces where public interaction can take place*
- * Consider public investment (when appropriate) for business development and retention*
- * Encourage projects that add an aesthetic component and experience downtown*
- * Implement recommendations from the Discover Downtown report*

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*

Core Strategy #3: Connect opportunities to facilitate thriving commercial and industrial sectors

- * Develop a suite of incentives for a variety of entrepreneurs, businesses, and investors*
- * Partner and support initiatives to provide a well-trained and diverse labor force*
- * Market Cambridge as an opportunity community*
- * Expand Cambridge's marketing profile with facts, demographics, and other data*
- * Prepare Cambridge to compete to attract and retain industry*
- * Identify our market strengths and weaknesses*

Core Strategy #4: Be responsible and flexible in managing the City's administrative functions

- * Maintain affordable taxes and utility rates*
- * Establish targets of desired service levels and relationship to taxes and rates*
- * Implement annexation strategy to support City goals*
- * Maintain and execute a detailed capital improvement program with financing sources*
- * Anticipate and plan for staffing changes and needs*
- * Implement Comprehensive Plan and zoning objectives*

Core Strategy #5: Foster engaged, informed, and involved citizens and community

- * Develop multi-faceted communication protocols, such as social media, print, listening sessions, and a hotline for questions/comments*
- * Build trust within the community by maintaining clean audits, clear communication and transparency*
- * Serve as a connector piece for community, helping people find their passion*
- * Foster volunteerism and honor "hometown" feel*
- * Host events that promote community connections, such as concerts, downtown events, and parks and recreation initiatives*

Core Strategy #6: Enhance the City's presence as a regional hub

- * Invest in Downtown, facilitating additional shops, restaurants, and entertainment*
- * Enhance the amenities of the Rum River, such as a campground with amenities and river access for recreation*
- * Promote commercial development on west side (community college site)*
- * Develop hospitality uses, including hotel with waterpark*
- * Exploring other areas/ideas to enhance the City's identity, such as public art*
- * Explore Fanny Lake options*
- * "No need to drive south to the cities, people will come to Cambridge!"*
- * Explore opportunities to create a regional park on Lake Fannie*
- * Work to facilitate the Northern Lights Express (NLX) Train Stop in Cambridge*

Core Strategy #7: Provide diverse amenities for a high quality of life

- * Keep growing existing businesses and enticing new businesses*
- * Explore opportunities to add recreational opportunities, such as a community pool and indoor playground*
- * Provide inclusive opportunities for all*
- * Explore options to provide more employment opportunities to keep residents*
- * Look at options to provide additional low cost/no cost amenities while seeking opportunities for new employers (i.e., skyzone)*
- * Provide inclusive housing options*

Core Strategy #8: Highlight and capitalize on natural resources

- * Utilize existing space and parks to expand outdoor activities, such as camping, fat tire bike trail, kayaking, cross-country skiing, and snowshoeing.*
- * Become state destination for softball tournaments*
- * Marketing and public education about existing park spaces*
- * Maintain, repair and update park amenities*
- * Identify strengths/weaknesses with natural resources*

SHORT-TERM GOALS

One of the purposes of defining core strategies and strategic objectives is to develop a long-term focus that narrows into short-term organizational goals. By following this method, short-term goals can accomplish immediate needs, as identified by the organizational assessment, and lead the City and organization towards the accomplishment of longer-term strategies.

The focus of the short-term goal activity is to develop goals that are manageable, measurable, and achievable. More specifically, these three guiding principles are intended to frame the following:

- The goal is manageable. The City Council and staff have the ability to control the accomplishment of the goal. It may be influenced by external forces, but over the term of the work plan, the organization must have the ability to manage.
- The goal is measurable. The goal must have a metric, or metrics, in which the organization can gauge progress. A goal that can't be measured is more likely an objective or strategy than a goal.
- The goal is achievable. Work plans have an expected time period in which action is expected. To set the organization up for success, the goals it develops should be achievable in the work plan's time period. "Push" goals are good, but significant accomplishment should be expected in the timeframe.

Following the development of the Core Strategies and Strategic Objectives, participants were asked to brainstorm short-term goals for the next 1-2 years that can address immediate needs. The group collectively identified 17 potential goals that were subject to further discussion and consideration. Once refined, the group prioritized the goals and developed a top priority for the following 9 goals in 2021-2022:

Proposed Short-Term Goals, 2021-22

- 1. Complete a cost/benefit analysis and implement a plan for downtown redevelopment options; create a financing plan and execute.***
- 2. Study and develop a plan for downtown pedestrian-friendly improvements.***
- 3. Pursue Annexation to USA 1 boundary.***
- 4. Review land use maps and zoning standards to be consistent with City goals.***
- 5. Pursue a market study to identify hotel and hospitality opportunities.***
- 6. Review and celebrate accomplishments, integrate into organizational and community culture.***
- 7. Define service level objectives and tax rate goals.***
- 8. Update communication plan and implement tools to reach more people (such as QR codes in parks).***
- 9. Study and consider options for development of a campground.***

NEXT STEPS

The final step in the planning process is review and adoption of the Vision, Core Strategies/Strategic Objectives, and Short-Term Goals by the City Council. The City has invested quality time and effort into an organizational discussion regarding the status of the community and the path its leadership sees for the future. Following adoption, the City will move into an implementation phase.. Ongoing review and measurement against the adopted goals will be an important action step for staff and the City Council.

In terms of implementation, there are a number of recommended ways to integrate the Strategic Plan and Short-Term Goals into organizational processes. Some suggestions for application include the following:

- 1. Connect Council discussion and decision-making to Vision, Core Strategies, and/or Short-Term Goals.**

By establishing these priorities on behalf of the organization, the Council and staff will contribute a significant amount of resources to accomplishing at least the higher priority items. Additionally, opportunities for action will arise over the coming year that cannot be foreseen today. Therefore, if the City Council and staff regularly review the Short-Term Goals, it will help the team stay focused and committed to action and consistently working towards accomplishment.

Some examples include reformatting Council agendas with placement of discussions/actions under the appropriate actions and/or establishing a category in staff reports to the council for "Alignment with City Strategic Plan." These examples help provide a continuous and conscious effort to keep the agreed-upon objectives as the City's highest priorities. Another example is to prominently display the Vision, Core Strategies, and/or Short-Term Goals in the Council Chambers and other visible locations in public facilities.

- 2. Develop Marketing/Communications materials to share Vision, Core Strategies, and/or Short-Term Objectives with the community.**

Communicating the outcomes of this process with the community help explain the short- and long-term direction of the City. Developing communication materials, such as handouts, social media bursts, and webpages to communicate this City's direction is an important means to share the priorities of the leadership team as the City moves forward with implementation.

- 3. Develop Action Plans identifying achievable steps, personnel responsible, and timeframes for completion.**

With the policy direction established from the Council, accomplishment of these strategies and goals begins with staff's ability to plan upcoming action. It is important to identify not just what you want to accomplish, but also who's responsible for it and under what timeframe. There are many models for successful action plans and I can share examples from other communities of action plans.

- 4. Regular check-ins with progress.**

Review of the Short-Term Goals and monitoring of progress creates accountability, which will help the City reach the accomplishments it seeks. City staff (Department Head Group?) should review the goals often, at least quarterly, as a means of collaborating and working as a whole towards goal achievement. Check-ins with the City Council – perhaps semi-annually or annually – will also help keep these priorities at the forefront of the City's actions.

In conclusion, it was a pleasure to work with the City of Cambridge on this goal setting process. The City has an excellent leadership team that deeply cares about the community and the organization as a whole. This commitment to the

community demonstrated itself through this process by the positive ways in which all the participants referred to the City, its residents, and each other. It was an honor to assist your team in the process of establishing its Strategic Plan for the coming years.

Respectfully submitted,

Phil Kern
Facilitator

Braham Fire Rescue

Chief 1 Ross Benzen

Email: rbenzen@braham.com

Chief 2 Ryan Davis

Email: rdavis@braham.com



201 Broadway Avenue South

PO Box 521

Braham, MN 55006

City Hall Phone: 320.396.3383 (M-F)

Fire Dept Phone: 320.396.3800

*(Fire Department phone is not staffed,
but you can leave a message)*

1/20/2023

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

Administrator Vogel, Mayor Godfrey, and Council Members

On Tuesday morning, January 17, 2023, Braham Fire was dispatched to an active structure fire at the Braham Bus Company. Braham Fire requested mutual aid from your Cambridge Fire Department. Deputy Chief Will Pennings responded, along with an engine company and ladder truck from your department. Within a short time, firefighters were able to get the fire under control. Though the structure was an entire loss, only 1 Braham firefighter was evaluated for exhaustion at the scene and no one else was injured.

I can contribute a lot of this to Deputy Chief Pennings. Weekday, daytime fires are hard for a lot of departments. We work short and lean on our mutual aid departments for help. I was delayed in responding to the scene and Assistant Chief Davis was unavailable. Braham Captains Fisher and Jones requested Deputy Chief Pennings to assume Command of the scene, while they tended to fighting the fire. This emergency went very smooth, people stayed safe, and things stayed under control the whole time. Upon my arrival to the scene, I was able to connect with Will and he stayed until everything was taken care of.

I'd like to thank Deputy Chief Pennings for his support, his professionalism, and continued guidance. I have the utmost respect for Will. I look to him for help, questions, and support all the time. He always takes time for me. This letter of accommodation does not do justice for who he really is. I hope you all realize what kind of asset you have. This guy is the real deal. He's a real professional.

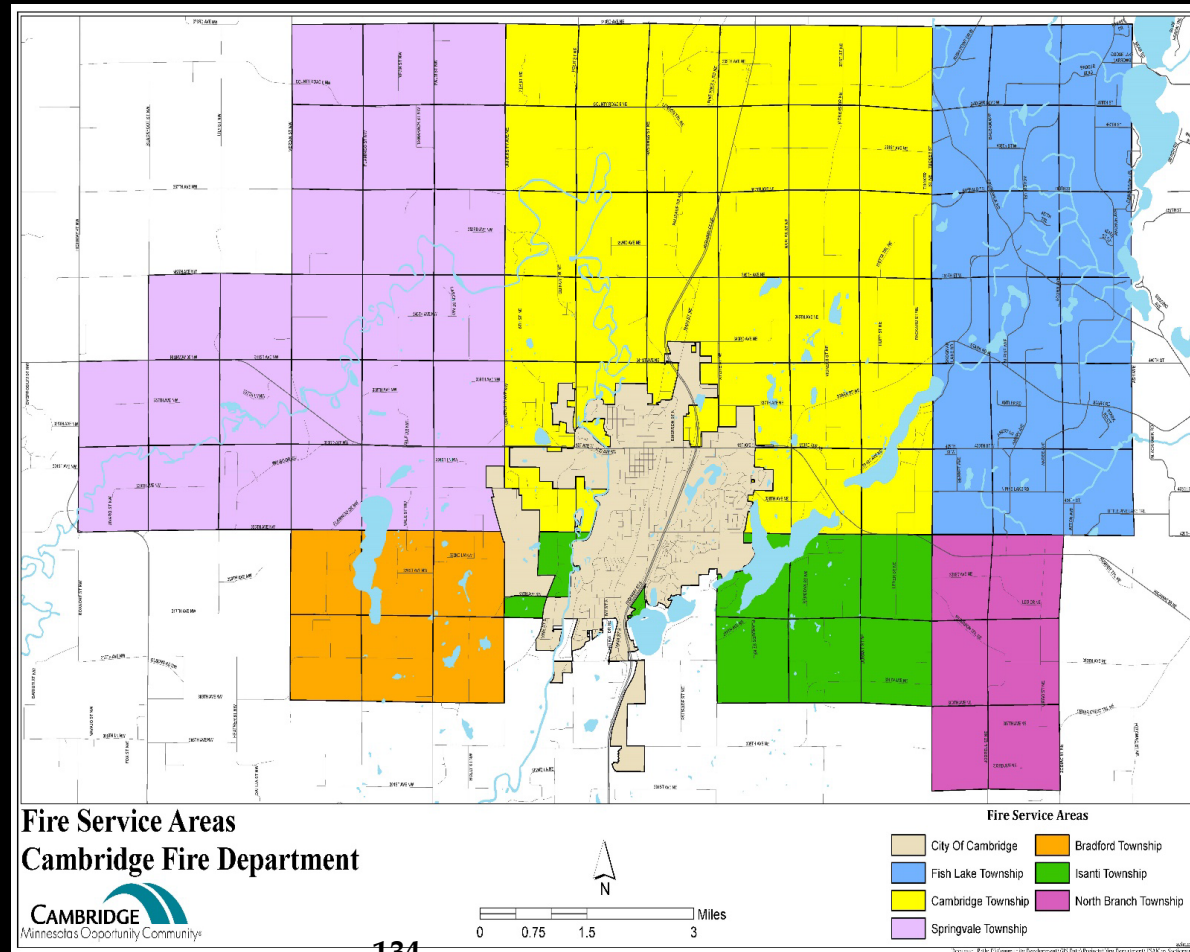
Thank you Will for your help and support each and every day. The City of Cambridge is fortunate to have you and the Braham Fire Department thanks you.

Respectfully,

Ross Benzen, Fire Chief

Cambridge Fire

- 103 Square Miles of Fire Protection Area.
- Serving:
 - City of Cambridge
 - Cambridge Township
 - Bradford Township
 - Fish Lake Township
 - Isanti Township
 - North Branch Township
 - Springvale Township

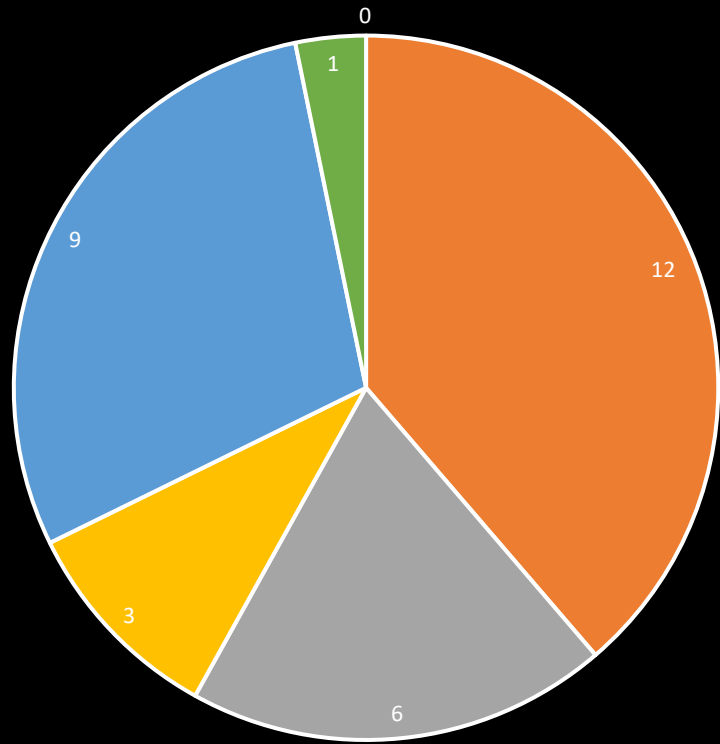


Cambridge Fire 2022



Staff

FF years of Service



■ Firefighters
 ■ 0 to 5
 ■ 6 to 10
 ■ 11 to 15
 ■ 15 to 20
 ■ 20 plus

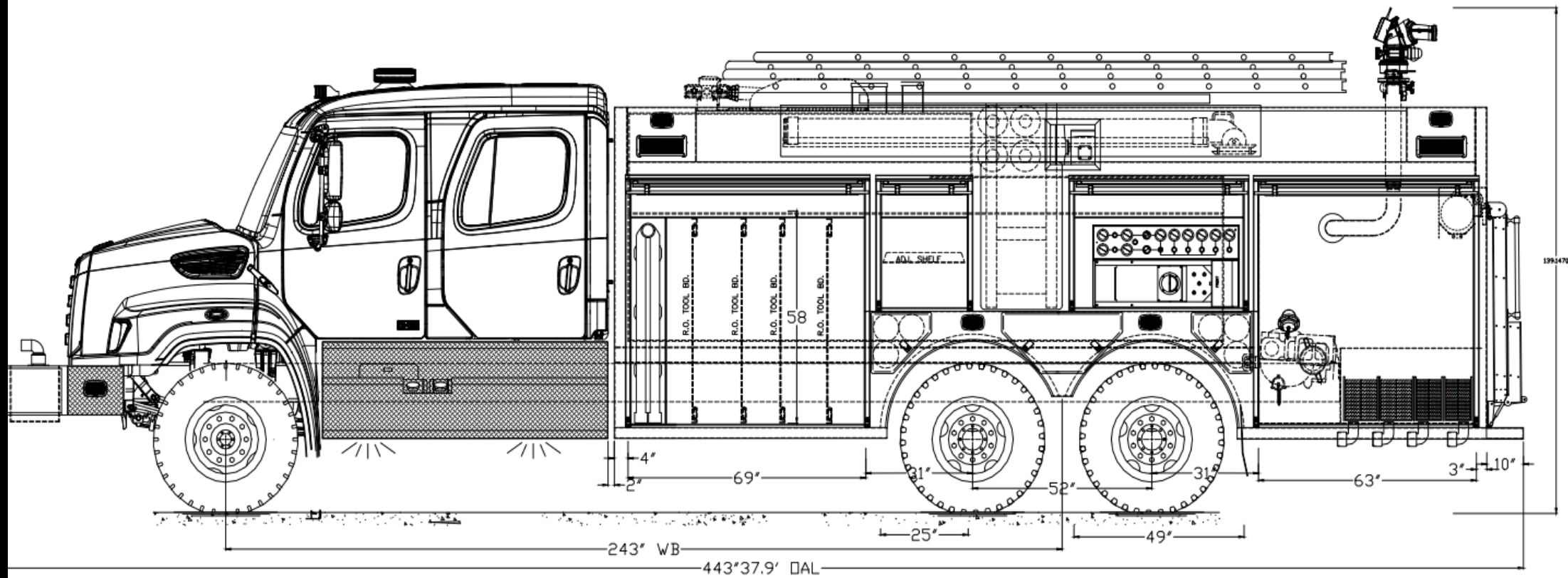


2022

- Second year of Todd Tomczik as Chief
- Truck Committee still working on Engine Replacement. (E4)
- Discontinued Par 360 for Firefighter health and well being.
- Spouses and significant others group still active and leading a great effort.
- Wind down of COVID 19,20,21 and 22 as Chief Tomczik calls it.
- Obtained Wild Land PPE
- 3 of the 4 new members brought on in Feb. 22 now done with FF1, 2 and EMR.
- Increased Medical Runs.

2022

- Members participated in over 399 volunteer hours helping at various community events.
- Brought the Open House back after 2 years of COVID
- Splash Pads
- Working on Pre Planes on I am Responding
- EMR training with challenges
- School Fire Prevention Education
- Many Other Community events



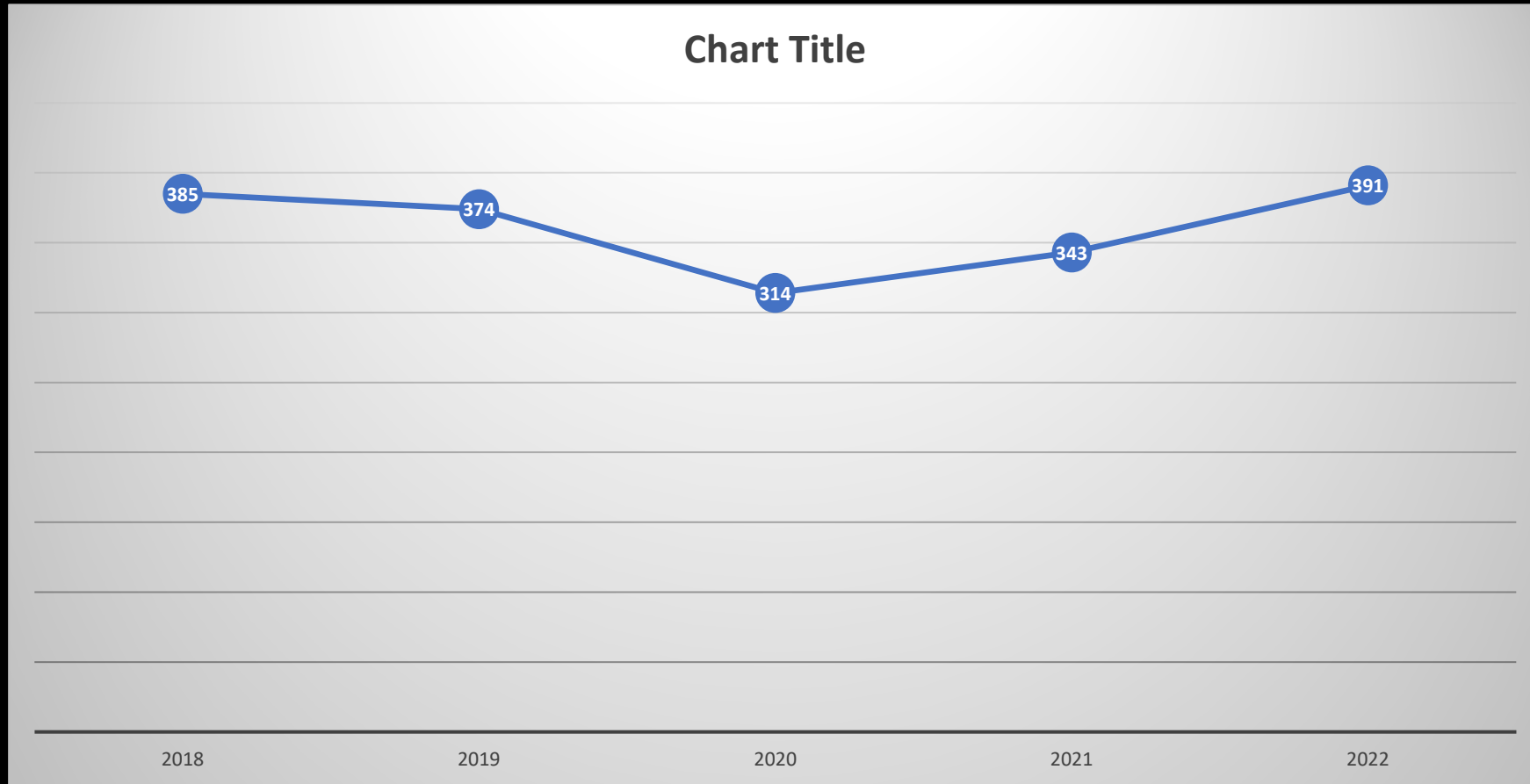
Changes in Time and Focus

- Fire Department commitment has changed over the years. Minimum time for new firefighter training has increased from 46 hours in 1997 to 200 hours in 2022. Not only has initial training increased, but continued education requirements nearly doubled. In 2018, new hires need to take:
 - 140 Hours of training (FF 1 and FF2)
 - 30 Hours of Hazardous Materials Operations included in FF2
 - Emergency Medical Responder (40 hours).
 - Drivers Training (20 hours)
- This time commitment and the change in generational dynamics reflects the challenges with firefighter recruitment and retention we face in Cambridge, in Minnesota and around the Nation. It is critical to have firefighters that are willing to dedicate the time necessary to respond 24/7/365 when the pager goes off.

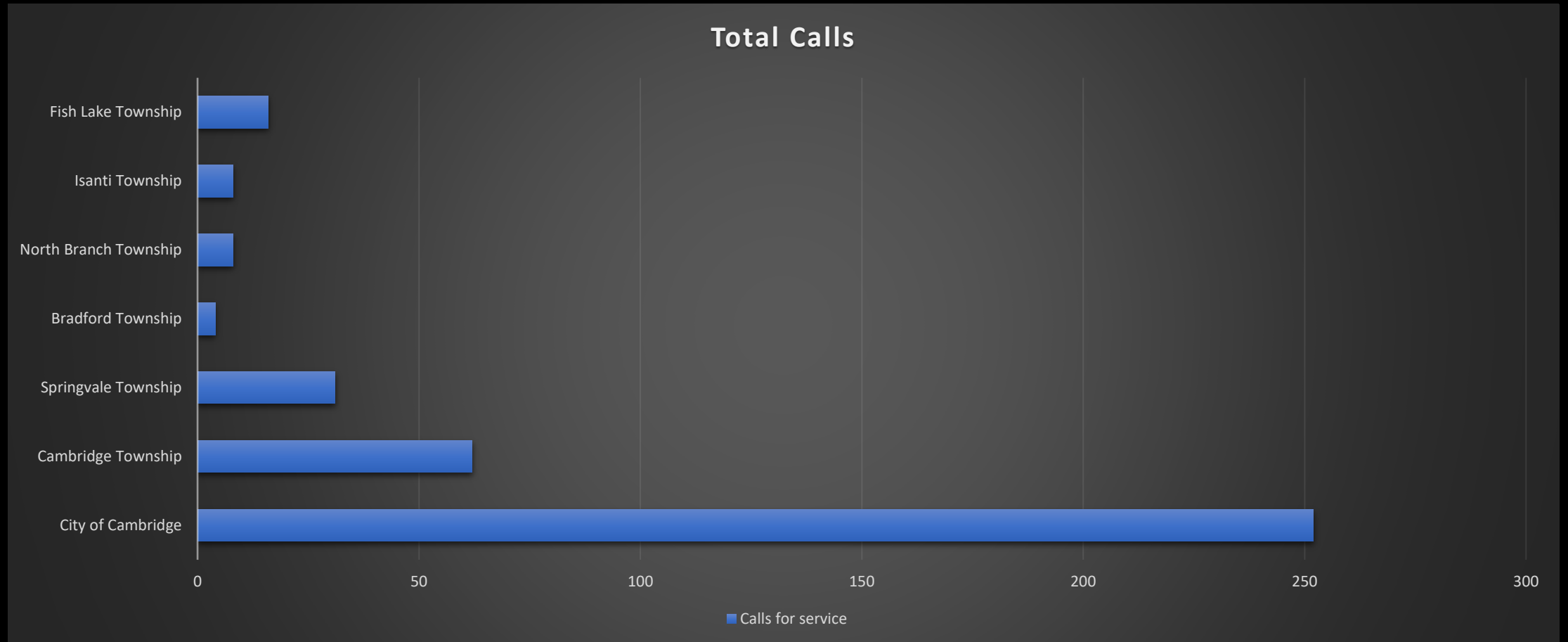
Services Delivered

- The Cambridge Fire Department is proud of the diversified service we deliver. Whether it is helping a victim on the river to a simple lift assist the Department will always lend a hand to those in need.
- Fire suppression
- Fire safety prevention and education
- Extrication
- Technical Rescue (High - Low Angle and Confined Space)
- Water Rescue
- Hazardous Materials Response
- Emergency Medical Response
- Pre planning
- Fire Inspections

Calls 2018 thru 2022

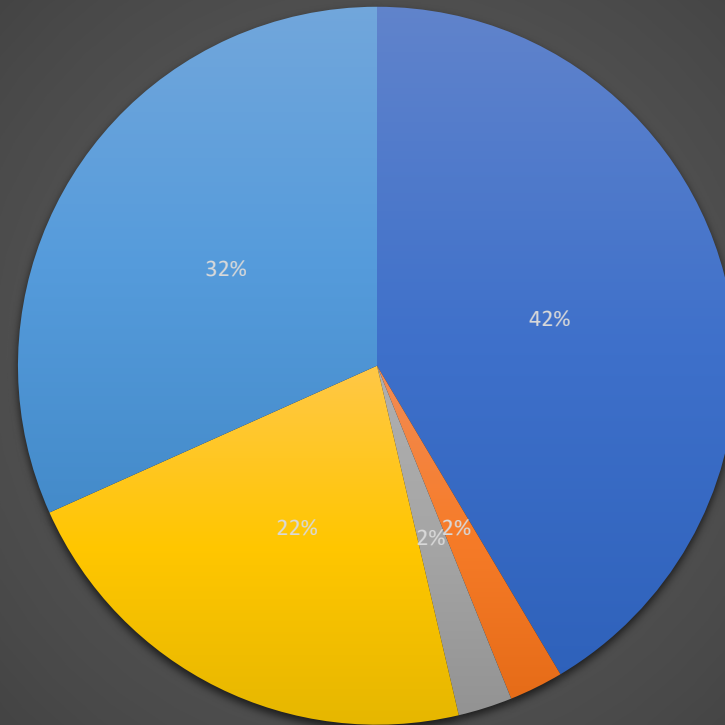


Calls for Service Per Municipal/Township



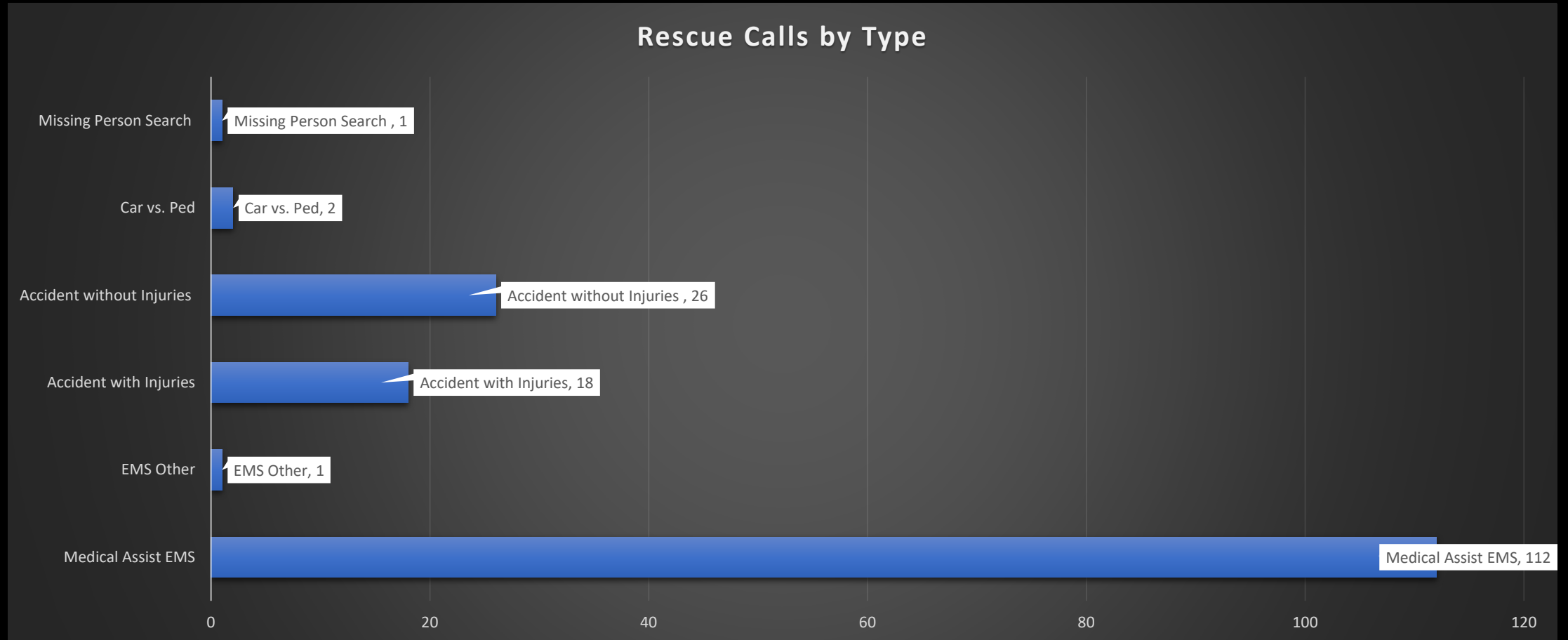
2022 Fire Calls by Type

2022 Fire Calls by Type



■ Building Fire ■ Cooking Fire ■ Trash/Rubish Fire Contained ■ Passanger Vehicle Fire ■ Grass/Wildland Fire

Rescue Calls by Type



Looking Forward

- Increased Paid on-call rate attempting to avoid Duty Crews and Full time staffing.
- Maintain Staffing Levels.
- Plan for Equipment purchasing by evaluating Capital Plan annually.
- Complete Pre incident planning and import to I am Responding for all member access and to maintain good ISO rating.
- Continue a focus on Firefighter Health and Well being.
- Continue to assist in keeping budget in check with fundraising and grant opportunities.



2022 Economic Development

Alex Smith

Deputy City Administrator

Highlights

- Alex Smith started as the Deputy City Administrator in March with a responsibility of overseeing the economic development in the city.
- Monica Seiberlich began as the Assistant to the City Administrator in August.
- Cambridge had a full-page ad in the 2022 Vikings Yearbook.
- Receiving regular interest from developers, especially in housing.
- Announcement of the upcoming Allina Healthcare Facility in Cambridge.

Community & Program Involvement

- Discover Downtown
- Economic Development Association of Minnesota (EDAM)
- Career and College Community Collaboration
- GPS 45:93
- LMC Improving Service Delivery Taskforce
- North 65 Chamber of Commerce
- East Central Regional Development Commission (ECRDC)
- Great Lakes Federal Grant Program
- Regular meetings with Amanda Usher, Isanti County and Stephanie Hillesheim, City of Isanti

New Businesses

Open

- Taco Bell
- Dollar General
- Minnco Credit Union – Minnco Center
- M&H Appliance
- The Party Room
- Busy Boys
- Floe International
- Kwik Trip #1177 (Main Street)
- Kwik Trip #1139 (East Side)

Coming Soon

- The Cove Massage (open)
- Kwik Trip (West Side)
- Happy Productions
- Pizza Ranch
- Mercantile Hotel
- Scooters Coffee
- Embrace Orthodontics (expansion)
- Popeye's
- Star 95

New Housing

Completed

- The Emerald Apartments
- The Emerald Townhomes



Upcoming

- Cambridge Cove
- Cambridge Family Apartments
- Unique Apartments

Downtown Revitalization

It started with:

- Planning and research from past initiatives and other communities
- Received local input, to include Cookies with Council
- Discussions with local businesses
- Council identifying priorities

Where it's going:

- Working on improving parking
- Focus on increased safety
- Funding options for businesses and building owners
- Improved pedestrian accommodations
- Enhanced aesthetics

City Center Mall

- Expansions for both Gamers Den and Pregnancy Resource Center
- Interest in suites from various industries:
 - Retail
 - Entertainment
 - Health and fitness
- Average of 1-2 events in the Mall Corridor each month
 - Winter Farmer's Market
 - SAC's events
 - Job fairs
 - Chamber of Commerce events
 - Sports cards and collectables
 - Snowflake parade

Cambridge Opportunity Industrial Park

- Leaf's Towing purchased 6.6 acres
- Working with various city staff to assess and prepare for potential best uses
- Updating marketing efforts
- Have had serious inquiries in the following industries:
 - Recycling & green energy
 - Server hosting
 - Auction

Tax Increment Financing

TIF District 6-23

Cambridge Family Apartments

- 65-unit, 3 story housing project with 100% low income family housing.

TIF District 6-24

Mercantile Hotel

- 32-unit boutique hotel with conference space, Swedish spa, and rooftop dining located in Downtown
- TIF District includes expanded neighboring public parking

The city continues to receive additional interest in TIF support, primarily for housing.

What to Expect in 2023

- Further recommendations for and implementation of the Downtown Revitalization program.
- Increased efforts in marketing city owned spaces, the Cambridge Opportunity Industrial Park, and the community as a whole for residents, developers, and new business.
- Potential addition of two workforce housing projects that could add up to 300 new units.
- Continued collaboration with the community in and around Cambridge.

2022 Community Development Fast Facts

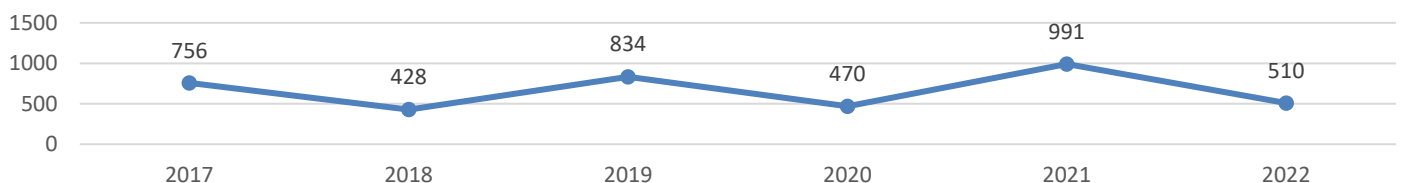
Highlights

- 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, along with supporting the City Engineer
- Staff includes a Director, City Planner, Specialist, Building Official, Building Inspector, Administrative Assistant, and part-time Receptionist; Rum River Construction Consultants continue to provide plan review and inspections.
- 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 and City Planner are the staff liaisons to the Planning Commission.
 - The Planning Commission reviewed 17 IUPs (9 Storage Pods, 5 Chickens/Ducks, 3 Extensions), 6 Preliminary Plats, 3 Variances, 2 Rezones, and 2 Street Vacations.
- The Community Development Specialist is staff liaison to the Parks, Trails, and Recreation Commission.
- Plans, coordinated, and hosted 16 Park Programs:
 - 5 concerts in the park, 3 street dances, 4 kid's events, and 4 movies in the park
- Residential lot inventory is low and construction costs are high therefore single family home construction was minimal. Cambridge Cove and the Menard's development are gearing up for additional lots
- Commercial projects and multi-family apartments have been on the rise

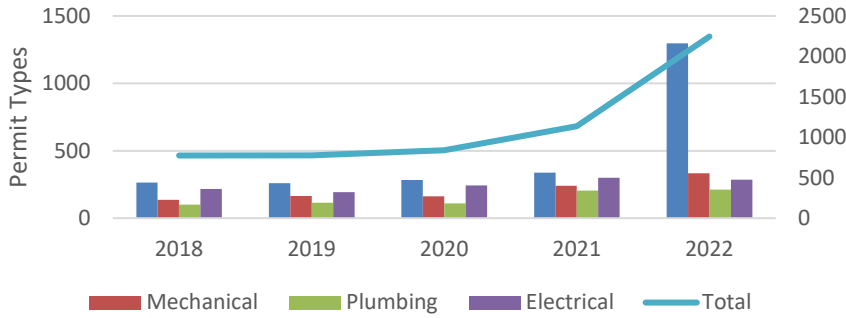
Recent/on-going non-residential projects

DHS Dental Office	Moving from Oakview complex into a suite buildout a 140 Birch St. N
Cambridge Primary and High Schools	Updated the mechanical systems, removed old underground fuel tanks, and did a lighting retrofit. Window replacements to be occurring in 2023. 428 2 nd Ave. NW and 430 8 th Ave. NW
Cambridge Christian School	Addition of classrooms, bathrooms, administrative area, and another addition of gymnasium, locker rooms, concessions, and janitorial at 2211 Old Main St. S
Dollar General	New commercial store at 2250 Main St. S
Heritage Greens Plat	The Emerald Apartments, 150-unit apartments, at 1155 Dellwood The Emerald Townhomes, 30 townhome units on 13 th Ave. SW
Isanti Co. Jail	Addition and alteration to the entry area of the jail building at 509 18 th Ave. SW
Kwik Trip	New gas station, convenience store, and truck stop at 4000 Main St. S
Mincco	New commercial building at 2215 3 rd Ave. NE
Pizza Ranch	New restaurant at 111 Fillmore St. S
Popeye's	New restaurant at 2201 2 nd Ave. NE
Scooter's Coffee	New drive-thru coffee shop at 309 1 st Ave. E
Star 95	Carwash and equipment remodel at 2300 2 nd Ave. SE
Taco Bell	New restaurant at 1950 2 nd Ave. SE
Unique Apartments	A 48-unit apartment at 601 17 th Ave. SW
Cambridge Family Apts	A 65-unit affordable apartment (Planning in 2022 only)

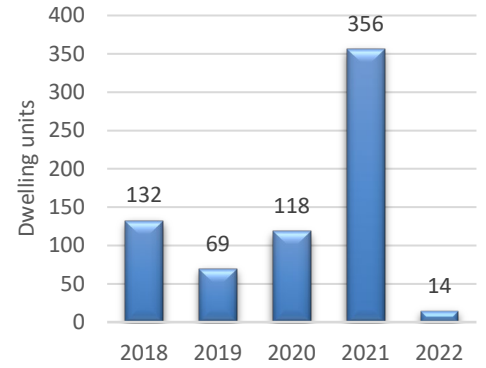
of Rental Units with Registration
(Rental period is bi-annual, renewing on odd years)



Permits



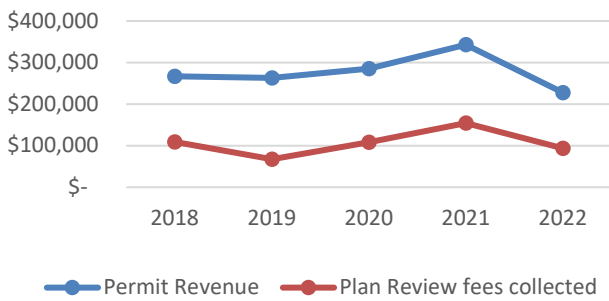
of dwelling units added



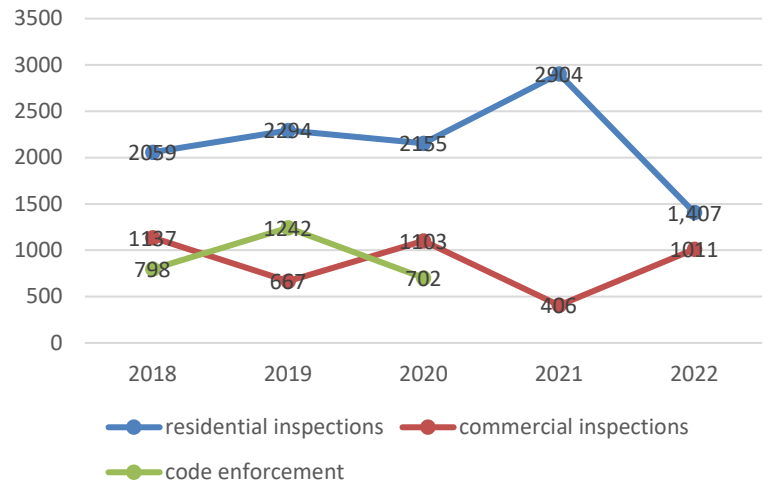
Although permit numbers increased in 2022, the fees we collected and inspections we performed were reduced due to:

- the reduced number of new dwelling units
- 65% of permit fees and 100% of plan review fees went to Rum River Construction Consultants.
- For any permit Rum River did plan review on, they also did the inspections for.

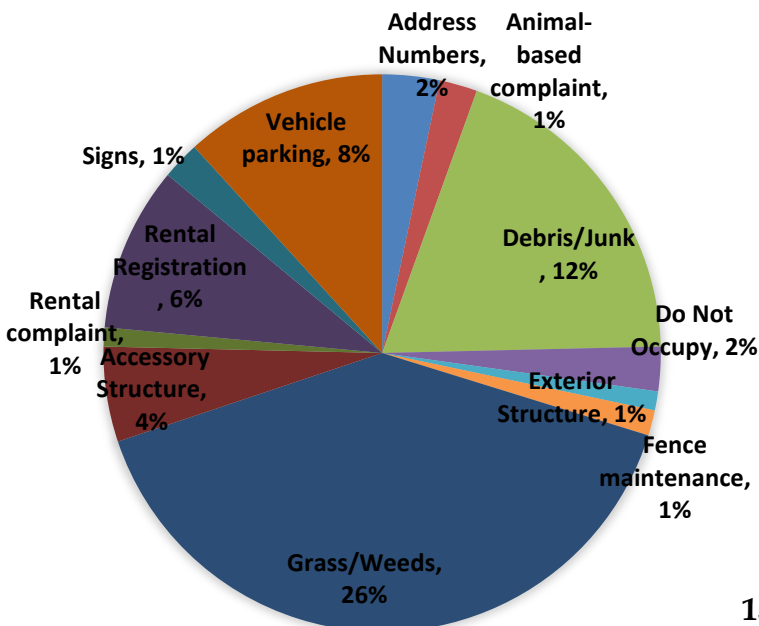
Fees Collected



Inspections

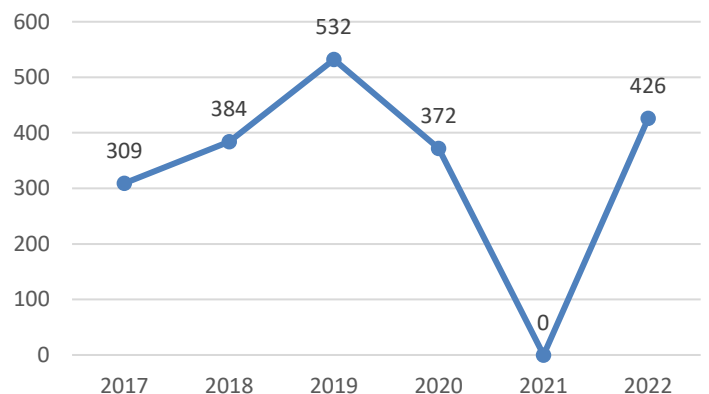


COMPLAINT TYPES REPORTED IN 2022



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

of Code Enforcement Cases



Prepared By: Todd Schwab, Public Works/Utilities Director

Background:

On 10/17/22 Council amended Ordinance 765 Title XV Land Usage, Chapter 152, Stormwater Management. Since that amendment was made there have been some further developments in stormwater management that will require further amendments to Chapter 152 of Ordinance 765. I have included the redlined version as well as the final version for your review.

City Council Action:

Motion on the included Ordinance 765 approving the amendments to Title XV Land Usage, Chapter 152, Stormwater Management as presented and allow staff to submit a summary publication.

Included:

Redlined Ordinance 765
Final Ordinance 765

ORDINANCE NO. 765

An Ordinance to Amend Cambridge City Code Title XV: Land Usage, Chapter 152 Stormwater Management

The Cambridge City Council hereby amends and adds the following language in Title XV: Land Usage, Chapter 152 Stormwater Management:

CHAPTER 152: STORMWATER MANAGEMENT

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§ 152.01 SHORT TITLE

This chapter shall be known as the “Cambridge Stormwater Management” ~~chapter, and~~chapter and may be cited as such and will be referred to herein as “this chapter.”

§ 152.02 PURPOSE AND SCOPE

(A) The purpose of this chapter is to control or reduce stormwater pollution, including nutrients, along with soil erosion and sedimentation within the city and to protect sensitive receiving waters. It establishes standards and specifications for conservation practices and planning activities, that minimize stormwater pollution, soil erosion and sedimentation. It is the stated purpose of these efforts to minimize degradation of the downstream lakes and the Rum River, including a stated goal of no net increase in phosphorus loading to these lakes.

(B) Except where a variance is granted, any person, firm, sole proprietorship, partnership, corporation, state agency, or political subdivision proposing a construction activity that will disturb land within the city shall abide by the stormwater pollution control measures and requirements set forth in this chapter. No land shall be disturbed until Stormwater Pollution Control measures are

implemented and conform to the standards set forth herein.

§ 152.03 DEFINITIONS

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Applicant. Any person or group that applies for a building permit, subdivision approval, or a permit to allow land disturbing activities. **Applicant** also means that person's agents, employees, and others acting under this person's or group's direction. The term **Applicant** also refers to the permit holder or holders and the permit holder's agents, employees, and others acting under this person's or group's direction.

Best Management Practices (BMPS). Erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing, and minimizing the degradation of surface water, including construction-phasing, minimizing the length of time soil areas are exposed, prohibitions on certain activities, and other management practices published by state or designated area-wide planning agencies. (Examples of BMP's can be found in the MPCA's Minnesota Stormwater Manual).

Buffer. A protective vegetated zone located adjacent to a natural resource, such as a water of the state, that is subject to direct or indirect human alteration. A buffer strip is an integral part of protecting an aquatic ecosystem through trapping sheet erosion, filtering pollutants, reducing channel erosion and providing adjacent habitat. The buffer begins at the "ordinary high water mark" for wetlands and the top of the bank of the channel for rivers and streams. This start point corresponds to the Minnesota Department of Natural Resources' definition of a "shoreline" in Minn. Rules, part 6115.0030. Therefore, a stream with a width of 30 feet between banks and 100 foot buffer strips has a total protected width of 230 feet.

Common Plan of Development or Sale. A contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan.

Construction Stormwater Permit. The most recent version of the MPCA's NPDES/SDS General Construction Stormwater Permit.

Erosion Control. Refers to methods employed to prevent erosion. Examples include soil stabilization practices, horizontal slope grading, temporary or permanent cover, and construction phasing.

Exposed Soil Areas. All areas of the construction site where the vegetation (trees, shrubs, brush, grasses, etc.) or impervious surface has been removed, thus rendering the soil more prone to erosion. This includes topsoil stockpile areas, borrow areas and disposal areas within the construction site. It does not include temporary stockpiles or surcharge areas of clean sand, gravel, concrete or bituminous, which have less stringent protection. Once soil is exposed, it is considered "exposed soil," until it meets the definition of "final stabilization."

Final Stabilization. Means that all soil disturbing activities at the site have been completed, and that a uniform (evenly distributed, e.g., without large bare areas) perennial vegetative cover with a density of 75% of the cover for unpaved areas and areas not covered by permanent structures has been established, or equivalent permanent stabilization measures have been employed. Simply sowing grass seed is not considered final stabilization. Where agricultural land is involved, such as when pipelines are built on crop or range land, final stabilization constitutes returning the land to its preconstruction agricultural use. (Examples of vegetative cover practices can be found in the current version of the Minnesota Department of Transportation’s publication, “Supplemental Specifications to the (year of the latest update) Standard Specifications for Construction”).

Impaired Waters. A body of water is considered “impaired” if it fails to meet one or more water quality standards, as defined by the Minnesota Pollution Control Agency.

Impervious Surface. A constructed hard surface that either prevents or retards the entry of water into the soil, and causes water to run off the surface in greater quantities and at an increased rate of flow than existed prior to development or redevelopment. Examples include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.

Land Disturbance Activity. Any land change that may result in soil erosion from water or wind and the movement of sediments into or upon waters or lands within this government’s jurisdiction, including construction, clearing and grubbing, grading, excavating, transporting and filling of land. Within the context of this chapter, land disturbance activity does not mean:

- (1) Minor land disturbance activities such as home gardens and an individual’s home landscaping, repairs, and maintenance work.
- (2) Additions or modifications to existing single family structures that result in creating under 5,000 square feet of exposed soil or impervious surface.
- (3) Construction, installation, and maintenance of fences, signs, posts, poles, and electric, telephone, cable television, utility lines or individual service connections to these utilities, that results in creating under 5,000 square feet of exposed soil or impervious surface.
- (4) Tilling, planting, or harvesting of agricultural, horticultural, or silvicultural (forestry) crops.
- (5) Emergency work to protect life, limb, or property and emergency repairs, unless the land disturbing activity would have otherwise required an approved erosion and sediment control plan, except for the emergency. If such a plan would have been required, then the disturbed land area shall be shaped and stabilized in accordance with the city's requirements as soon as possible.

National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS). The programs for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits under the Clean Water Act (33 U.S.C. § 1251 et seq.) and M.S. § 115.03, as it may be amended from

time to time, and any subsequent amendments thereto.

Stabilize, Stabilized, Stabilization. The exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, erosion control blanket, mats or other material that prevents erosion from occurring. Grass, agricultural crop or other seeding alone is not stabilization. Mulch materials must achieve approximately 90 percent ground coverage (typically 2 ton/acre).

Stormwater. Water meeting the definition of Minn. Rules, part 7077.0105, subpart 41b (**Stormwater** means precipitation runoff, stormwater runoff, snow melt runoff, and any other surface runoff and drainage.”) or The Code of Federal Regulations (CFR) under 40 CFR 122.26 [b][13], (**Stormwater** means stormwater runoff, snow melt runoff and surface and drainage). Stormwater does not include construction site dewatering.

Stormwater Pollution Control Measures. A set of measures for disturbed land involving temporary and/or permanent structures that, when implemented, will decrease soil erosion on a parcel of land and off-site nonpoint pollution.

Stormwater Pollution Control Plan. A document containing the requirements of § 152.05, and involving temporary or permanent structures that, when implemented, will decrease soil erosion on a parcel of land and off-site nonpoint pollution. It involves both temporary and permanent controls.

Waters of The State. As defined in M.S. § 115.01, Subd. 22, as it may be amended from time to time.

Wetland. As defined in Minn. Rules, part 7050.0130, subpart F, (“wetlands” are those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions). **Wetlands** generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state.

Wetlands must have the following attributes:

- (1) A predominance of hydric soils;
- (2) Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and
- (3) Under normal circumstances support a prevalence of such vegetation.

§ 152.04 STORMWATER POLLUTION CONTROL FOR LESS THAN ONE ACRE

Every applicant for a building permit, subdivision approval, or a permit to allow land disturbing activities of less than one acre, but not part of a Common Plan of Development or Sale, must abide by the stormwater pollution control measures and regulations listed below. No land disturbing activities shall commence until stormwater pollution control measures are properly installed. At a minimum these pollution abatement control practices must conform to, and if applicable be designed in

accordance with, those in the current version of the Minnesota Pollution Control Agency's Minnesota Stormwater Manual.

(A) *Stormwater pollution control measures.* The following minimum control measures are required where bare soil is exposed. Where additional control measures are needed, they will be specified at the discretion of the city.

(1) The Applicant must properly install sediment control measures before the construction activity begins. Such structures may be adjusted during dry weather to accommodate short term activities, such as those allowing the passage of very large vehicles. As soon as this activity is finished or before the next runoff event, the erosion and sediment control structures must be returned to the configuration specified by the BMPs for sediment control.

(2) The Applicant must divert channeled runoff around disturbed areas and protect the channel.

(3) If a stormwater control measure involves directing some or all of the site's runoff to adjacent property, the owner shall obtain from adjacent property owners any necessary easements or other property interests concerning the flowing of such water.

(4) The Applicant must schedule the site's activities to lessen their impact on erosion and sediment creation, so as to minimize the amount of exposed soil.

(5) A stormwater BMP shall be required to hold all sheet flow runoff generated at an individual site, until it can either infiltrate or seep through the BMP.

(6) Soil stockpiles must be stabilized no later than 14 calendar days after construction activity has temporarily or permanently ceased, and cannot be placed in surface water, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.

(7) Temporary rock construction entrances or other effective BMPs are required wherever vehicles enter and exit a site.

(8) Streets must be cleaned and swept whenever tracking of sediments occurs and before sites are left idle for weekends and holidays. A regular sweeping schedule may be required by the city.

(9) Water (impacted by the construction activity) removed from the site by pumping must be treated by temporary sedimentation basins, geotextile or chemical filters, grit chambers, sand filters, up-flow chambers, hydrocyclones, swirl concentrators or other appropriate stormwater control measures. Such water shall not be discharged in a manner that causes erosion or flooding of the site; receiving channels, adjacent property or a wetland.

(10) All storm drain inlets must be protected during construction until control measures are in place.

(11) Existing water bodies and wetlands shall have temporary erosion control devices installed around their respective perimeters to protect them from sediment deposits created by a construction activity.

(12) All debris and trash from construction site must be housed in appropriate container. If wind or other events create problems with materials staying in container, a cover may be required.

(13) Wet construction materials treated on site must be handled in a contained washout area.

(B) Temporary sediment basins. The City may require a temporary sediment basin be installed where appropriate, in areas with steep slopes or highly erodible soils.

(C) Permanent stormwater controls. If an Applicant chooses to implement an unrequired stormwater facility, the owner should follow MPCA's Minnesota Stormwater Manual guidelines.

(D) Building Elevations. Where buildings are proposed adjacent to wetlands, lakes, detention or retention basins, or other water bodies, the lowest floor elevation of the adjacent structures shall be set to the greater of the following:

(1) Four feet above the higher of the groundwater level or the normal water level of the adjacent water body.

(2) Two feet above the Base Flood Elevation (BFE) established in a Flood Insurance Study or where no BFE exists, two feet above the high water level resulting from the 100-year, 24-hour duration, AMC-2 (design storm);

(3) One foot above the emergency overflow elevation if the overflow elevation is above the 100-year, 24-hour duration, AMC-2 (design storm) design-storm elevation, and the overflow elevation plus one foot is less than the elevations in (a~~1~~) and (b~~2~~) unless otherwise approved by the City Engineer.

(4) The elevation based on applicable shoreland and/or floodplain zoning.

(5) The building or structure shall be a horizontal distance of at least 15 feet from the nearest location of the BFE.

(6) All low building openings shall be 1.5 feet above the emergency overflow elevation.

(E) Additional controls for Rum River. If a construction activity is within 1 mile of the Rum River, or discharges directly to the Rum River, the following controls apply in addition to those listed in divisions (A) through (D).

(1) All exposed soil areas with a slope of 3:1 or steeper that have a continuous positive

slope to the Rum River must have a temporary erosion protection or permanent cover within seven days after the area is no longer actively being worked, either temporarily or permanently.

(2) An undisturbed buffer zone of not less than 100 linear feet from the Rum River (not including tributaries) shall be maintained at all times. Exceptions from this requirement for the areas, such as water crossings or limited water access, may be allowed if the owner fully documents the circumstances and reasons the buffer encroachment is necessary.

(FF) *Additional controls – Impaired Waters.* ~~If a construction activity discharges to a receiving water with construction related impairments, the following water quality requirements apply a construction activity is within 1 mile of an impaired water, the following controls apply~~ in addition to those listed in divisions (A) through (E).

(1) All exposed soil areas with a slope of 3:1 or steeper that have a continuous positive slope to the impaired water must have a temporary erosion protection or permanent cover within seven days after the area is no longer actively being worked, either temporarily or permanently.

(2) An undisturbed buffer zone of not less than 100 linear feet from the impaired water (not including tributaries) shall be maintained at all times. Exceptions from this requirement for the areas, such as water crossings or limited water access, may be allowed if the owner fully documents the circumstances and reasons the buffer encroachment is necessary.

~~(1) All exposed soil areas with a slope of 3:1 or steeper that have a continuous positive slope to one of the lakes listed above must have a temporary erosion protection or permanent cover within seven days after the area is no longer actively being worked.~~

(G) *Inspection and maintenance of the Stormwater Pollution Control Measures.*

(1) Inspections may be performed by city staff to observe that erosion, ~~and sediment~~ and waste control measures are properly installed. Construction stop orders may be issued by the city until erosion and sediment control measures are corrected.

(2) It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the stormwater management facilities for inspection and maintenance purposes.

(3) All stormwater pollution control management facilities must be designed to minimize the need of maintenance, to provide easy vehicle and personnel access for maintenance purposes and to be structurally sound.

§ 152.05 STORMWATER POLLUTION CONTROL FOR SITES GREATER THAN OR EQUAL TO ONE ACRE OR COMMON PLAN OF DEVELOPMENT OR SALE

Every applicant for a building permit, subdivision approval, or a permit to allow land disturbing activities of one acre or more, or is part of a Common Plan of Development or Sale, must submit a Stormwater Pollution Control Plan to the City Engineer that contains the items listed below. No

building permit, subdivision approval, or authorization to commence land disturbing activities shall be issued until the city approves this plan. At a minimum these pollution abatement control practices must conform to, and if applicable be designed in accordance with, those in the current version of the Minnesota Pollution Control Agency's Minnesota Stormwater Manual.

(A) *Requirements of the Stormwater Pollution Control Plan.* The plan shall contain:

- (1) The name and address of the owner and applicant, if different than the owner.
- (2) The location of the activity.
- (3) Project description: the nature and purpose of the land disturbing activity and the amount of grading, utilities, and building construction involved.
- (4) Phasing of construction: time frames and schedules for the project's various aspects.
- (5) A map(s) of the existing site conditions: existing topography, property information, steep slopes (greater than 3:1), existing drainage systems/patterns, type of soils, waterways, wetlands, vegetative cover, 100-year flood plain boundaries, if present, locations of existing and future buffer strips and labeling the portions of the site that drain to downstream lakes, rivers and/or streams.
- (6) A site construction plan that includes the location of the proposed land disturbing activities, stockpile locations, erosion and sediment control plan, construction schedule, and the plan for the maintenance and inspections of the stormwater pollution control measures. The Stormwater Pollution Control Plan's measures, the limit of disturbed surface and the location of buffer areas shall be marked on the approved grading plan, and identified with flags, stakes, signs etc. on the development site before work begins. At a minimum, such inspections shall be done weekly by either the permittee, or the permittee's designated representative, and within 24 hours after every storm or snow melt event large enough to result in runoff from the site (approximately 0.25 inches or more in 24 hours). At a minimum, these inspections shall be done during active construction.
- (7) Identification of adjacent areas: neighboring streams, lakes, residential areas, roads and the like, that might be affected by the land disturbing activity.
- (8) Designation of the site's areas that have the potential for serious erosion problems.
- (9) Erosion, ~~and~~ sediment and waste control measures: the methods that will be used to control erosion, ~~and~~ sedimentation and waste on the site, both during and after the construction process. Erosion, sediment, and waste control measures shall be consistent with the requirements of the Construction Stormwater Permit.
- (10) Permanent stabilization: how the site will be stabilized after construction is completed, including specifications, time frames or schedules and a narrative plan for the removal of temporary sediment and erosion control measures at the end of the project.

(11) Hydrologic models and design methodologies used for determining runoff characteristics and analyzing stormwater management structures must be approved by the city engineer. Plans, specifications, and computations for stormwater management facilities submitted for review must be sealed and signed by a registered professional engineer. All computations must appear in the plans submitted for review, unless otherwise approved by the City Engineer.

(12) The plan should address stormwater discharging to special as well as impaired waters and what special actions/BMPs that will be employed.

(13) The plan shall identify methods and discharge routes for dewatering activities

(14) The plan shall include provisions for site inspections and maintaining records of rainfall events by the site contractor.

(15) The plan shall provide for BMP maintenance.

(16) The plan shall identify how solid and hazardous wastes on the project site will be managed.

(17) The plan shall provide for final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means.

(B) *Stormwater pollution control measures.* The following minimum control measures are required where bare soil is exposed. Where additional control measures are needed, they will be specified at the discretion of the city.

(1) The applicant must properly install sediment control measures before the construction activity begins. Such structures may be adjusted during dry weather to accommodate short term activities, such as those allowing the passage of very large vehicles. As soon as this activity is finished or before the next runoff event, the erosion and sediment control structures must be returned to the configuration specified by the BMPs for sediment control.

(2) The applicant must divert channeled runoff around disturbed areas and protect the channel.

(3) If a stormwater management plan involves directing some or all of the site's runoff to adjacent property, the applicant shall obtain from adjacent property owners any necessary easements or other property interests concerning the flowing of such water.

(4) The applicant must schedule the site's activities to lessen their impact on erosion and sediment creation, so as to minimize the amount of exposed soil.

(5) Adequately installed and maintained perimeter BMPs shall be required to hold all

sheet flow runoff generated at an individual site, until it can either infiltrate or seep through silt fence's pores.

(6) Soil stockpiles must be stabilized no later than 14 calendar days after construction activity has temporarily or permanently ceased, and cannot be placed in surface water, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.

(7) Temporary rock (or other suitable material) construction entrances are required wherever vehicles enter and exit a site.

(8) Streets must be cleaned and swept whenever tracking of sediments occurs and before sites are left idle for weekends and holidays. A regular sweeping schedule may be required by the city.

(9) Water (impacted by the construction activity) removed from the site by pumping must be treated by temporary sedimentation basins, geotextile or chemical filters, grit chambers, sand filters, up-flow chambers, hydrocyclones, swirl concentrators or other appropriate controls. Such water shall not be discharged in a manner that causes erosion or flooding of the site; receiving channels, adjacent property or a wetland.

(10) All storm drain inlets must be protected during construction until control measures are in place with either silt fence or an equivalent.

(11) Existing water bodies and wetlands shall have temporary erosion control devices installed around their respective perimeters to protect them from sediment deposits created by a construction activity.

(12) All debris and trash from construction site must be housed in appropriate container. If wind or other events create problems with materials staying in container, a cover may be required.

(13) Wet construction materials treated on site must be handled in a contained washout area.

(C) *Temporary sediment basins.* For common drainage locations that serve an area of ten or more acres disturbed at one time, and that drain to a discernable pond, a sediment basin must be provided prior to the runoff leaving the construction site or entering waters of the state. In addition to this requirement, the applicant is encouraged, and may be required by the city, to install temporary sediment basins where appropriate in areas with steep slopes or highly erodible soils even if less than ten acres drains to one area.

(D) *Permanent stormwater controls.*

(1) The following volume control standards shall be met as described below for all construction activities:

- (a) Treat the water quality volume on any project where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres.
- (i) For non-linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as one (1) inch times the sum of the new and the fully reconstructed impervious surface.
 - (ii) For linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in Section D.1.b. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the owner/operator of construction activity must maximize the treatment of the water quality volume prior to discharge from Cambridge's MS4.

- (b) Volume reduction practices (e.g., infiltration or other) to retain the water quality volume on-site must be considered first when designing the permanent stormwater treatment system. Wet sedimentation basins and filtration systems are not considered volume reduction practices. If infiltration is prohibited, other volume reduction practices, a wet sedimentation basin, or filtration systems may be considered, as described in the current version of the Minnesota Pollution Control Agency's General Permit Authorization to Discharge Stormwater Associated with Construction Activity under the NPDES/SDS permit program, other volume reduction practices, a wet sedimentation basin, or a filtration basin may be considered.

Infiltration systems The infiltration basin must abide by the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual

- (c) Infiltration Systems are prohibited in the following areas (See "higher level of engineering review" in the Minnesota Stormwater Manual for more information): [Item 20.9]

- (i) Areas that receive runoff from vehicle fueling and maintenance areas;
- (ii) Areas where infiltrating stormwater may mobilize high levels of contaminants in soil or groundwater;
- (iii) Areas where soil infiltration rates are field measured at more than 8.3 inches per hour unless the soils are amended to slow the infiltration rate below 8.3 inches per hour;
- (iv) Areas with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock;
- (v) Areas of predominately Hydrologic Soil Group type D soils (clay);

~~Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13,~~

~~(vi) If the system will be located in an Emergency Response Area (ERA) within a DWSMA classified as having high or very high vulnerability as defined by the Minnesota Department of Health; or~~

~~(vii) in an ERA within a DWSMA classified as moderate vulnerability or outside of an ERA within a DWSMA classified as having high or very high vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge.~~

~~In an ERA within a DWSMA classified as moderate vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge; or~~

~~Outside of an ERA within a DWSMA classified as having high or very high vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge.~~

~~(viii) Areas within 1,000 feet upgradient or 100 feet downgradient of known active karst features; and~~

~~that receive runoff from the following industrial facilities not authorized to infiltrate stormwater under the NPDES stormwater permit for industrial activities: automobile salvage yards; scrap recycling and waste recycling facilities; hazardous waste treatment, storage, or disposal facilities; or air transportation facilities that conduct deicing activities.~~

~~Areas that receive runoff from the following industrial facilities not authorized to infiltrate stormwater under the NPDES stormwater permit for industrial activities:~~

~~automobile salvage yards;~~

~~scrap recycling and waste recycling facilities;~~

~~hazardous waste treatment, storage, or disposal facilities;~~

~~wood preserving facilities; or~~

~~air transportation facilities that conduct deicing activities.~~

~~a.(ix)~~

~~b.(d) Off-site Treatment For linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in Section D.1.b. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the owner/operator of~~

~~construction activity must maximize the treatment of the water quality volume prior to discharge from Cambridge's MS4. Off-site Treatment~~

- (i) For non-linear projects, where the water quality volume cannot cost effectively be treated on the site of the original construction activity, the remaining water quality volume must be addressed through off-site treatment and meet the following requirements (must be selected in the following order of preference):
 1. Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 2. Locations within the same DNR catchment area as the original construction activity.
 3. Locations in the next adjacent DNR catchment area up-stream.
 4. Locations anywhere within the Cambridge's jurisdiction.
- (ii) Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Routine maintenance of structural stormwater BMPs owned or operated by the City of Cambridge cannot be used to meet this requirement.
- (iii) Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity.
- (iv) The applicant may provide payment to the City of Cambridge in lieu of off-site treatment.
 1. If the City of Cambridge receives payment from the owner of a construction activity for off-site treatment, the City must apply any such payment received to a public stormwater project, and all projects must comply with the requirements in item (b).

~~(2)(1) The infiltration basin must abide by the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual~~

- (a) ~~Infiltration Systems are prohibited in the following areas (See "higher level of engineering review" in the Minnesota Stormwater Manual for more information):~~
~~[Item 20.9]~~
 - ~~(i) Areas that that receive runoff from vehicle fueling and maintenance areas;~~
 - ~~(ii)(i) Areas where infiltrating stormwater may mobilize high levels of contaminants in soil or groundwater;~~
 - ~~(iii)(i) Areas where soil infiltration rates are field measured at more than 8.3 inches per hour unless the soils are amended to slow the infiltration rate below 8.3 inches per hour;~~
 - ~~(iv)(i) Areas with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock;~~
 - ~~(v)(i) Areas of predominately Hydrologic Soil Group type D soils (clay);~~
 - ~~(vi)(i) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13,~~
 - ~~(vii)(i) If the system will be located in an Emergency Response Area (ERA) within a~~

~~DWSMA classified as having high or very high vulnerability as defined by the Minnesota Department of Health; or~~

~~1. In an ERA within a DWSMA classified as moderate vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge; or~~

~~2.1. Outside of an ERA within a DWSMA classified as having high or very high vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge.~~

~~(viii)(i) Areas within 1,000 feet upgradient or 100 feet downgradient of active karst features; and~~

~~(ix)(i) Areas that receive runoff from the following industrial facilities not authorized to infiltrate stormwater under the NPDES stormwater permit for industrial activities:~~

~~1. automobile salvage yards;~~

~~2.1. scrap recycling and waste recycling facilities;~~

~~3.1. hazardous waste treatment, storage, or disposal facilities;~~

~~4.1. wood preserving facilities; or~~

~~5.1. air transportation facilities that conduct deicing activities.~~

(2) All permanent stormwater controls shall abide by the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual

~~(3) The wet sediment basin must abide by the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual~~

~~(4)(3) Basin e~~ Outlets shall be designed according to the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual.

~~(5)(4) Release rates from stormwater treatment basins~~ shall not increase over the predevelopment (existing conditions) storm discharge rates for the 24-hour duration two-year, ten-year and 100-year rainfall events. Calculations that were made for the design of such items as sediment basins, rate control structures, wet detention basin volumes, diversions, waterways, infiltration zones and other selected BMPs shall be included with the submittal.

~~(6)(5)~~ An emergency overflow shall be provided that meets the elevation criteria in divisions ~~(86)~~(c) and ~~(86)~~(f) below.

~~(7)(6)~~ Where buildings are proposed adjacent to wetlands, lakes, detention or retention basins, or other water bodies, the lowest floor elevation of the adjacent structures shall be set to the greater of the following:

(a) Four feet above the higher of the groundwater level or the normal water level

of the adjacent water body.

(b) Two feet above the Base Flood Elevation (BFE) established in a Flood Insurance Study or where no BFE exists, two feet above the high water level resulting from the 100-year, 24-hour duration, AMC-2 (design storm);

(c) One foot above the emergency overflow elevation if the overflow elevation is above the 100-year, 24-hour duration, AMC-2 (design storm) ~~design storm~~ elevation, and the overflow elevation plus one foot is less than the elevations in (a) and (b) unless otherwise approved by the City Engineer.

(d) The elevation based on applicable shoreland and/or floodplain zoning.

(e) The building or structure shall be a horizontal distance of at least 15 feet from the nearest location of the BFE.

(f) All low building openings shall be 1.5 feet above the emergency overflow elevation.

(7) Where feasible, wet retention or detention basins shall have a 10:1 vegetative bench at the normal water level.

~~(8) At a minimum these facilities must conform to the most current technology as reflected in the current version of the MPCA's Minnesota Stormwater Manual.~~

(98) Permanent stormwater pollution controls shall be designed by a professional engineer licensed in the State of Minnesota.

~~(109)~~ Stormwater management limitations and exceptions will be followed as stated in the Construction Stormwater Permit

~~(11) Mitigation provisions. If the Applicant cannot cost effectively meet the conditions for post-construction stormwater management the City may require the Applicant to identify locations where mitigation projects can be completed. Mitigation project areas are selected in the following order of preference:~~

~~(a) Locations that yield benefits to the same receiving water that receives runoff from the site.~~

~~(b) Locations within the same DNR catchment area as the site.~~

~~(c) Locations in the next adjacent DNR catchment area up stream.~~

~~(d) Locations anywhere with the permittee's jurisdiction.~~

~~(12) Long term maintenance of structural stormwater BMPs~~

~~(a) The Applicant shall allow the City to conduct inspections of structural stormwater BMPs, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the City determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance.~~

~~(b) If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management are maintained as originally approved.~~

~~(E) Additional controls for Rum River. If a construction activity is within 1 mile of the Rum River, or discharges directly to the Rum River, controls shall be applied in accordance with the Construction Stormwater Permit, in addition to those listed in divisions (A) through (D).~~

~~(FE) Additional controls – Impaired Waters. If a construction activity is within 1 mile discharges to of a receiving water with construction related impairmentsn impaired water, the following water quality requirements controls apply for sites where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres, as well as controls stated in the Construction Stormwater Permit, in addition to those listed in divisions (A) through (E), as applicable.~~

~~(1) (1) Water quality treatment requirements. Projects shall not result in an increase in loading of total phosphorus (TP) and total suspended solids (TSS) to the receiving water. Defendable computations shall be submitted that demonstrate no increase in loading on an annual basis as compared to existing site conditions, using standard techniques and generally accepted assessment practices, including available lake and ecoregional studies and models. Assessment techniques and resulting computations must be approved by the City Engineer.~~

~~(2) The applicant shall consider incorporating the use of natural topography and land cover to mimic, restores, or maintains natural hydrology. This may include natural swales and depressions as they exist before development, disconnected impervious surfaces or other measures as to not compromise the integrity or quality of the receiving water.~~

~~(a) Projects shall not result in an increase in loading of total phosphorus (TP) to the receiving water. Defendable computations shall be submitted that demonstrate no increase in TP loading on an annual basis as compared to existing site conditions, using standard techniques and generally accepted assessment practices, including available lake and ecoregional studies and models. Assessment techniques and resulting computations must be approved by the City Engineer.~~

~~(b) Site runoff volume for the first one inch of runoff shall be infiltrated, or otherwise retained without discharge from the site. Where soil permeability is not~~

~~suitable for stormwater infiltration techniques, additional design considerations to enhance the infiltration rate and/or other measures shall be employed as required by the City Engineer. Such measures should include grass swales or similar techniques, that use evaporation/transpiration or other approaches to achieve the same goal. Soil not suitable for stormwater infiltration techniques may include soils with permeability values less than Group B soils (less than 2.5 inches per hour) as defined by the U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) or soils where a high water table is present.~~

~~(c) Stormwater controls using infiltration shall provide protection against silt plugging, such as settling basins and manhole silt sumps.~~

~~(d) The applicant shall consider incorporating the use of natural topography and land cover such as natural swales and depressions as they exist before development to the degree that they can accommodate the additional flow of treated (e.g., settled) water without compromising the integrity or quality of the receiving water.~~

(G) Inspection and maintenance of the Stormwater Pollution Control Measures.~~*Inspection and maintenance of the Stormwater Pollution Control Plan's measures.*~~

(1) Inspections may be performed by city staff to observe that erosion, ~~and sediment~~ and waste control measures are properly installed and maintained in accordance with the SWPCP. Construction stop orders may be issued by the city until erosion and sediment control measures are corrected in accordance with the SWPCP.

(2) The Applicant shall enter into an operation and maintenance agreement with the City, which is to include an operation and maintenance manual specific to the permanent stormwater control(s) on site.

~~(23)~~ It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the stormwater management facilities for inspection and maintenance purposes.

~~(4) (3)~~ All stormwater pollution control management facilities must be designed to minimize the need of maintenance, to provide easy vehicle and personnel access for maintenance purposes and to be structurally sound.

~~(5) (a)~~ The Applicant shall allow the City to conduct inspections of structural stormwater BMPs, permanent stormwater controls, perform necessary maintenance, and assess costs for those structural stormwater BMPs, permanent stormwater controls when the City determines that the owner and/or operator of that permanent stormwater control structural stormwater BMP has not conducted maintenance.

~~(6) (b)~~ If site configurations or permanent stormwater controls structural

stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved permanent stormwater controls structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management are maintained as originally approved.

§ 152.06 REVIEW

The city shall review the stormwater pollution control plan, of **§ 152.05**, and approve or disapprove in accordance with M.S. § 15.99, as it may be amended from time to time.

§ 152.07 VARIANCE

An applicant may seek a variance from the requirements of either section **§ 152.04** or **§ 152.05**, as applicable, by submitting a written request to the City Engineer. The City Engineer, or his or her designee, shall have the sole discretion to determine if a variance to the requirements of the pertinent section will be allowed. All decisions of the City Engineer involving requests for variances under section **§ 152.04** shall be final. Decisions of the City Engineer involving requests for variances under section **§ 152.05** may be appealed to the City Council.

§ 152.08 MODIFICATION OF PLAN

An approved stormwater pollution control plan, in accordance with **§ 152.05**, may be modified upon submission of a written request for modification to the city, and after written approval by the city. The City Engineer may require additional reports and data to be submitted with the request.

§ 152.09 FAILURE OF THE STORMWATER POLLUTION CONTROL MEASURES

(A) *Notification by the city.* The city shall notify the applicant, property owner, contractor, or other property designee, when the city is going to act against violations. The initial contact will be to the party or parties listed on the Stormwater Pollution Control Plan as contacts, or for sites less than one acre, the appropriate property designee. Notwithstanding anything in City Code to the contrary, and except during an emergency action, 48 hours after notification by the city, the city at its discretion may begin corrective work. If after making a good faith effort to notify the responsible party or parties, the city has been unable to establish contact, the city may proceed with corrective work. If violations are not corrected, and the City must act to correct violations, the city will bill the party or parties listed on the Stormwater Pollution Control Plan as contacts, or the appropriate property designee. Enforcement will follow the guidelines set in Chapter 38 of the city code.

(B) *Emergency action.* If circumstances exist such that noncompliance with this chapter poses an immediate danger to the public health, safety and welfare, as determined by the city, the city may take emergency preventive action. The city shall also take every reasonable action possible to contact and direct the applicant to take any necessary action. Any cost to the city will be billed directly to the party or parties listed on the stormwater Pollution Control Plan as contacts, or for sites less than one acre, the property designee.

(C) *Failure to do corrective work.* When an applicant fails to conform to any provision of **§ 152.04** or **§ 152.05** within the time stipulated, the city may take the following actions:

- (1) Withhold the scheduling of inspections and/or the issuance of a Certificate of Occupancy.
- (2) Revoke any permit issued by the city to the applicant, or property designee, for the site in question or any other of the applicant's, or property designee's, sites within the city's jurisdiction.
- (3) Direct the correction of the deficiency by city forces or by a separate contract.
- (4) The City must be reimbursed for all costs incurred in correcting stormwater pollution control deficiencies. Payments must be made within 30 days after the city incurs costs.
- (5) If payments are not made within 30 days after the city incurs costs, then the city may assess the remaining amount against the property.
- (6) If applicant fails to complete construction activity before a Certificate of Occupancy is obtained, the city may require a cash escrow deposit in the amount to be determined by the city, as a security for completion and continued maintenance of stormwater control measures. Following completion of land disturbing activities with final vegetative stabilization to the city's satisfaction, the city shall refund the amount of deposit. The city reserves the right to expend such funds to insure effective stormwater control measures are established and maintained until final vegetative stabilization is completed.

§ 152.10 ENFORCEMENT

The city shall be responsible for enforcing this chapter. Any person, firm, or corporation failing to comply with or violating any of these regulations, shall be deemed guilty of a misdemeanor and be subject to a fine or imprisonment or both. All land use and building permits will be suspended until the violation is corrected. Each day that a separate violation exists shall constitute a separate offense.

§ 152.11 RIGHT OF ENTRY AND INSPECTION

The City, and its authorized representatives, shall be allowed to, upon presentation of credentials to:

- (A)** Enter upon the permitted site for the purpose of obtaining information, examining records, conducting investigations or surveys or for the purpose of correcting deficiencies in stormwater pollution control.
- (B)** Bring such equipment upon the permitted site as is necessary.
- (C)** Examine and copy any books, papers, records, or memoranda pertaining to activities or

records required to be kept under the terms and conditions of this permitted site.

- (D) Inspect the stormwater pollution control measures.
- (E) Sample and monitor any items or activities pertaining to stormwater pollution control measures.

§ 152.12 ABROGATION AND GREATER RESTRICTIONS

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail.

§ 152.13 OTHER STATUTES, RULES AND ORDINANCES

The applicant shall comply with all federal and state statutes and local ordinances including the current version of the Minnesota Pollution Control Agency’s General Permit Authorization to Discharge Stormwater Associated with Construction Activity under the NPDES/SDS permit program and the requirements of a Watershed Management Organization, if applicable.

This Ordinance shall be in full force and effect from and after its passage and publication according to law. Adopted by the Cambridge City Council this 17th day of January, 2023, after complying with the statutory notice requirements contained in Minnesota Statutes 415.19.

James A. Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Summary Publication of Ordinance

The City Council of the City of Cambridge adopted Ordinance 765 amending Title XV Land Usage, Chapter 152 Storm Water Management to ensure that the ordinance is in compliance with the 2020 MS4 permit requirements. The complete ordinance is available for public inspection at the office of the City Administrator, 300 3rd Avenue NE, Cambridge, Minnesota.

ATTEST:

Evan C. Vogel, City Administrator

ORDINANCE NO. 765

An Ordinance to Amend Cambridge City Code Title XV: Land Usage, Chapter 152 Stormwater Management

The Cambridge City Council hereby amends and adds the following language in Title XV: Land Usage, Chapter 152 Stormwater Management:

CHAPTER 152: STORMWATER MANAGEMENT

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§ 152.01 SHORT TITLE

This chapter shall be known as the “Cambridge Stormwater Management” chapter and may be cited as such and will be referred to herein as “this chapter.”

§ 152.02 PURPOSE AND SCOPE

(A) The purpose of this chapter is to control or reduce stormwater pollution, including nutrients, along with soil erosion and sedimentation within the city and to protect sensitive receiving waters. It establishes standards and specifications for conservation practices and planning activities, that minimize stormwater pollution, soil erosion and sedimentation. It is the stated purpose of these efforts to minimize degradation of the downstream lakes and the Rum River, including a stated goal of no net increase in phosphorus loading to these lakes.

(B) Except where a variance is granted, any person, firm, sole proprietorship, partnership, corporation, state agency, or political subdivision proposing a construction activity that will disturb land within the city shall abide by the stormwater pollution control measures and requirements set forth in this chapter. No land shall be disturbed until Stormwater Pollution Control measures are

implemented and conform to the standards set forth herein.

§ 152.03 DEFINITIONS

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Applicant. Any person or group that applies for a building permit, subdivision approval, or a permit to allow land disturbing activities. **Applicant** also means that person's agents, employees, and others acting under this person's or group's direction. The term **Applicant** also refers to the permit holder or holders and the permit holder's agents, employees, and others acting under this person's or group's direction.

Best Management Practices (BMPS). Erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing, and minimizing the degradation of surface water, including construction-phasing, minimizing the length of time soil areas are exposed, prohibitions on certain activities, and other management practices published by state or designated area-wide planning agencies. (Examples of BMP's can be found in the MPCA's Minnesota Stormwater Manual).

Buffer. A protective vegetated zone located adjacent to a natural resource, such as a water of the state, that is subject to direct or indirect human alteration. A buffer strip is an integral part of protecting an aquatic ecosystem through trapping sheet erosion, filtering pollutants, reducing channel erosion and providing adjacent habitat. The buffer begins at the "ordinary high water mark" for wetlands and the top of the bank of the channel for rivers and streams. This start point corresponds to the Minnesota Department of Natural Resources' definition of a "shoreline" in Minn. Rules, part 6115.0030. Therefore, a stream with a width of 30 feet between banks and 100 foot buffer strips has a total protected width of 230 feet.

Common Plan of Development or Sale. A contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan.

Construction Stormwater Permit. The most recent version of the MPCA's NPDES/SDS General Construction Stormwater Permit.

Erosion Control. Refers to methods employed to prevent erosion. Examples include soil stabilization practices, horizontal slope grading, temporary or permanent cover, and construction phasing.

Exposed Soil Areas. All areas of the construction site where the vegetation (trees, shrubs, brush, grasses, etc.) or impervious surface has been removed, thus rendering the soil more prone to erosion. This includes topsoil stockpile areas, borrow areas and disposal areas within the construction site. It does not include temporary stockpiles or surcharge areas of clean sand, gravel, concrete or bituminous, which have less stringent protection. Once soil is exposed, it is considered "exposed soil," until it meets the definition of "final stabilization."

Final Stabilization. Means that all soil disturbing activities at the site have been completed, and that a uniform (evenly distributed, e.g., without large bare areas) perennial vegetative cover with a density of 75% of the cover for unpaved areas and areas not covered by permanent structures has been established, or equivalent permanent stabilization measures have been employed. Simply sowing grass seed is not considered final stabilization. Where agricultural land is involved, such as when pipelines are built on crop or range land, final stabilization constitutes returning the land to its preconstruction agricultural use. (Examples of vegetative cover practices can be found in the current version of the Minnesota Department of Transportation’s publication, “Supplemental Specifications to the (year of the latest update) Standard Specifications for Construction”).

Impaired Waters. A body of water is considered “impaired” if it fails to meet one or more water quality standards, as defined by the Minnesota Pollution Control Agency.

Impervious Surface. A constructed hard surface that either prevents or retards the entry of water into the soil, and causes water to run off the surface in greater quantities and at an increased rate of flow than existed prior to development or redevelopment. Examples include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.

Land Disturbance Activity. Any land change that may result in soil erosion from water or wind and the movement of sediments into or upon waters or lands within this government’s jurisdiction, including construction, clearing and grubbing, grading, excavating, transporting and filling of land. Within the context of this chapter, land disturbance activity does not mean:

- (1) Minor land disturbance activities such as home gardens and an individual’s home landscaping, repairs, and maintenance work.
- (2) Additions or modifications to existing single family structures that result in creating under 5,000 square feet of exposed soil or impervious surface.
- (3) Construction, installation, and maintenance of fences, signs, posts, poles, and electric, telephone, cable television, utility lines or individual service connections to these utilities, that results in creating under 5,000 square feet of exposed soil or impervious surface.
- (4) Tilling, planting, or harvesting of agricultural, horticultural, or silvicultural (forestry) crops.
- (5) Emergency work to protect life, limb, or property and emergency repairs, unless the land disturbing activity would have otherwise required an approved erosion and sediment control plan, except for the emergency. If such a plan would have been required, then the disturbed land area shall be shaped and stabilized in accordance with the city's requirements as soon as possible.

National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS). The programs for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits under the Clean Water Act (33 U.S.C. § 1251 et seq.) and M.S. § 115.03, as it may be amended from

time to time, and any subsequent amendments thereto.

Stabilize, Stabilized, Stabilization. The exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, erosion control blanket, mats or other material that prevents erosion from occurring. Grass, agricultural crop or other seeding alone is not stabilization. Mulch materials must achieve approximately 90 percent ground coverage (typically 2 ton/acre).

Stormwater. Water meeting the definition of Minn. Rules, part 7077.0105, subpart 41b (**Stormwater** means precipitation runoff, stormwater runoff, snow melt runoff, and any other surface runoff and drainage.”) or The Code of Federal Regulations (CFR) under 40 CFR 122.26 [b][13], (**Stormwater** means stormwater runoff, snow melt runoff and surface and drainage). Stormwater does not include construction site dewatering.

Stormwater Pollution Control Measures. A set of measures for disturbed land involving temporary and/or permanent structures that, when implemented, will decrease soil erosion on a parcel of land and off-site nonpoint pollution.

Stormwater Pollution Control Plan. A document containing the requirements of § 152.05, and involving temporary or permanent structures that, when implemented, will decrease soil erosion on a parcel of land and off-site nonpoint pollution. It involves both temporary and permanent controls.

Waters of The State. As defined in M.S. § 115.01, Subd. 22, as it may be amended from time to time.

Wetland. As defined in Minn. Rules, part 7050.0130, subpart F, (“wetlands” are those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions). **Wetlands** generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state.

Wetlands must have the following attributes:

- (1) A predominance of hydric soils;
- (2) Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and
- (3) Under normal circumstances support a prevalence of such vegetation.

§ 152.04 STORMWATER POLLUTION CONTROL FOR LESS THAN ONE ACRE

Every applicant for a building permit, subdivision approval, or a permit to allow land disturbing activities of less than one acre, but not part of a Common Plan of Development or Sale, must abide by the stormwater pollution control measures and regulations listed below. No land disturbing activities shall commence until stormwater pollution control measures are properly installed. At a minimum these pollution abatement control practices must conform to, and if applicable be designed in

accordance with, those in the current version of the Minnesota Pollution Control Agency's Minnesota Stormwater Manual.

(A) *Stormwater pollution control measures.* The following minimum control measures are required where bare soil is exposed. Where additional control measures are needed, they will be specified at the discretion of the city.

(1) The Applicant must properly install sediment control measures before the construction activity begins. Such structures may be adjusted during dry weather to accommodate short term activities, such as those allowing the passage of very large vehicles. As soon as this activity is finished or before the next runoff event, the erosion and sediment control structures must be returned to the configuration specified by the BMPs for sediment control.

(2) The Applicant must divert channeled runoff around disturbed areas and protect the channel.

(3) If a stormwater control measure involves directing some or all of the site's runoff to adjacent property, the owner shall obtain from adjacent property owners any necessary easements or other property interests concerning the flowing of such water.

(4) The Applicant must schedule the site's activities to lessen their impact on erosion and sediment creation, so as to minimize the amount of exposed soil.

(5) A stormwater BMP shall be required to hold all sheet flow runoff generated at an individual site, until it can either infiltrate or seep through the BMP.

(6) Soil stockpiles must be stabilized no later than 14 calendar days after construction activity has temporarily or permanently ceased, and cannot be placed in surface water, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.

(7) Temporary rock construction entrances or other effective BMPs are required wherever vehicles enter and exit a site.

(8) Streets must be cleaned and swept whenever tracking of sediments occurs and before sites are left idle for weekends and holidays. A regular sweeping schedule may be required by the city.

(9) Water (impacted by the construction activity) removed from the site by pumping must be treated by temporary sedimentation basins, geotextile or chemical filters, grit chambers, sand filters, up-flow chambers, hydrocyclones, swirl concentrators or other appropriate stormwater control measures. Such water shall not be discharged in a manner that causes erosion or flooding of the site; receiving channels, adjacent property or a wetland.

(10) All storm drain inlets must be protected during construction until control measures are in place.

(11) Existing water bodies and wetlands shall have temporary erosion control devices installed around their respective perimeters to protect them from sediment deposits created by a construction activity.

(12) All debris and trash from construction site must be housed in appropriate container. If wind or other events create problems with materials staying in container, a cover may be required.

(13) Wet construction materials treated on site must be handled in a contained washout area.

(B) Temporary sediment basins. The City may require a temporary sediment basin be installed where appropriate, in areas with steep slopes or highly erodible soils.

(C) Permanent stormwater controls. If an Applicant chooses to implement an unrequired stormwater facility, the owner should follow MPCA's Minnesota Stormwater Manual guidelines.

(D) Building Elevations. Where buildings are proposed adjacent to wetlands, lakes, detention or retention basins, or other water bodies, the lowest floor elevation of the adjacent structures shall be set to the greater of the following:

(1) Four feet above the higher of the groundwater level or the normal water level of the adjacent water body.

(2) Two feet above the Base Flood Elevation (BFE) established in a Flood Insurance Study or where no BFE exists, two feet above the high water level resulting from the 100-year, 24-hour duration, AMC-2 (design storm);

(3) One foot above the emergency overflow elevation if the overflow elevation is above the 100-year, 24-hour duration, AMC-2 (design storm) elevation, and the overflow elevation plus one foot is less than the elevations in (1) and (2) unless otherwise approved by the City Engineer.

(4) The elevation based on applicable shoreland and/or floodplain zoning.

(5) The building or structure shall be a horizontal distance of at least 15 feet from the nearest location of the BFE.

(6) All low building openings shall be 1.5 feet above the emergency overflow elevation.

(E) Additional controls for Rum River. If a construction activity is within 1 mile of the Rum River, or discharges directly to the Rum River, the following controls apply in addition to those listed in divisions (A) through (D).

(1) All exposed soil areas with a slope of 3:1 or steeper that have a continuous positive slope to the Rum River must have a temporary erosion protection or permanent cover within seven

days after the area is no longer actively being worked, either temporarily or permanently.

(2) An undisturbed buffer zone of not less than 100 linear feet from the Rum River (not including tributaries) shall be maintained at all times. Exceptions from this requirement for the areas, such as water crossings or limited water access, may be allowed if the owner fully documents the circumstances and reasons the buffer encroachment is necessary.

(F) Additional controls – Impaired Waters. If a construction activity discharges to a receiving water with construction related impairments, the following water quality requirements apply in addition to those listed in divisions (A) through (E).

(1) All exposed soil areas with a slope of 3:1 or steeper that have a continuous positive slope to the impaired water must have a temporary erosion protection or permanent cover within seven days after the area is no longer actively being worked, either temporarily or permanently.

(2) An undisturbed buffer zone of not less than 100 linear feet from the impaired water (not including tributaries) shall be maintained at all times. Exceptions from this requirement for the areas, such as water crossings or limited water access, may be allowed if the owner fully documents the circumstances and reasons the buffer encroachment is necessary.

(G) Inspection and maintenance of the Stormwater Pollution Control Measures.

(1) Inspections may be performed by city staff to observe that erosion, sediment and waste control measures are properly installed. Construction stop orders may be issued by the city until erosion and sediment control measures are corrected.

(2) It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the stormwater management facilities for inspection and maintenance purposes.

(3) All stormwater pollution control management facilities must be designed to minimize the need of maintenance, to provide easy vehicle and personnel access for maintenance purposes and to be structurally sound.

§ 152.05 STORMWATER POLLUTION CONTROL FOR SITES GREATER THAN OR EQUAL TO ONE ACRE OR COMMON PLAN OF DEVELOPMENT OR SALE

Every applicant for a building permit, subdivision approval, or a permit to allow land disturbing activities of one acre or more, or is part of a Common Plan of Development or Sale, must submit a Stormwater Pollution Control Plan to the City Engineer that contains the items listed below. No building permit, subdivision approval, or authorization to commence land disturbing activities shall be issued until the city approves this plan. At a minimum these pollution abatement control practices must conform to, and if applicable be designed in accordance with, those in the current version of the Minnesota Pollution Control Agency's Minnesota Stormwater Manual.

(A) *Requirements of the Stormwater Pollution Control Plan.* The plan shall contain:

- (1) The name and address of the owner and applicant, if different than the owner.
- (2) The location of the activity.
- (3) Project description: the nature and purpose of the land disturbing activity and the amount of grading, utilities, and building construction involved.
- (4) Phasing of construction: time frames and schedules for the project's various aspects.
- (5) A map(s) of the existing site conditions: existing topography, property information, steep slopes (greater than 3:1), existing drainage systems/patterns, type of soils, waterways, wetlands, vegetative cover, 100-year flood plain boundaries, if present, locations of existing and future buffer strips and labeling the portions of the site that drain to downstream lakes, rivers and/or streams.
- (6) A site construction plan that includes the location of the proposed land disturbing activities, stockpile locations, erosion and sediment control plan, construction schedule, and the plan for the maintenance and inspections of the stormwater pollution control measures. The Stormwater Pollution Control Plan's measures, the limit of disturbed surface and the location of buffer areas shall be marked on the approved grading plan, and identified with flags, stakes, signs etc. on the development site before work begins. At a minimum, such inspections shall be done weekly by either the permittee, or the permittee's designated representative, and within 24 hours after every storm or snow melt event large enough to result in runoff from the site (approximately 0.25 inches or more in 24 hours). At a minimum, these inspections shall be done during active construction.
- (7) Identification of adjacent areas: neighboring streams, lakes, residential areas, roads and the like, that might be affected by the land disturbing activity.
- (8) Designation of the site's areas that have the potential for serious erosion problems.
- (9) Erosion, sediment and waste control measures: the methods that will be used to control erosion, sedimentation and waste on the site, both during and after the construction process. Erosion, sediment, and waste control measures shall be consistent with the requirements of the Construction Stormwater Permit.
- (10) Permanent stabilization: how the site will be stabilized after construction is completed, including specifications, time frames or schedules and a narrative plan for the removal of temporary sediment and erosion control measures at the end of the project.
- (11) Hydrologic models and design methodologies used for determining runoff characteristics and analyzing stormwater management structures must be approved by the city engineer. Plans, specifications, and computations for stormwater management facilities submitted for review must be sealed and signed by a registered professional engineer. All computations must

appear in the plans submitted for review, unless otherwise approved by the City Engineer.

(12) The plan should address stormwater discharging to special as well as impaired waters and what special actions/BMPs that will be employed.

(13) The plan shall identify methods and discharge routes for dewatering activities

(14) The plan shall include provisions for site inspections and maintaining records of rainfall events by the site contractor.

(15) The plan shall provide for BMP maintenance.

(16) The plan shall identify how solid and hazardous wastes on the project site will be managed.

(17) The plan shall provide for final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means.

(B) *Stormwater pollution control measures.* The following minimum control measures are required where bare soil is exposed. Where additional control measures are needed, they will be specified at the discretion of the city.

(1) The applicant must properly install sediment control measures before the construction activity begins. Such structures may be adjusted during dry weather to accommodate short term activities, such as those allowing the passage of very large vehicles. As soon as this activity is finished or before the next runoff event, the erosion and sediment control structures must be returned to the configuration specified by the BMPs for sediment control.

(2) The applicant must divert channeled runoff around disturbed areas and protect the channel.

(3) If a stormwater management plan involves directing some or all of the site's runoff to adjacent property, the applicant shall obtain from adjacent property owners any necessary easements or other property interests concerning the flowing of such water.

(4) The applicant must schedule the site's activities to lessen their impact on erosion and sediment creation, so as to minimize the amount of exposed soil.

(5) Adequately installed and maintained perimeter BMPs shall be required to hold all sheet flow runoff generated at an individual site, until it can either infiltrate or seep through silt fence's pores.

(6) Soil stockpiles must be stabilized no later than 14 calendar days after construction activity has temporarily or permanently ceased, and cannot be placed in surface water, including

stormwater conveyances such as curb and gutter systems, or conduits and ditches.

(7) Temporary rock (or other suitable material) construction entrances are required wherever vehicles enter and exit a site.

(8) Streets must be cleaned and swept whenever tracking of sediments occurs and before sites are left idle for weekends and holidays. A regular sweeping schedule may be required by the city.

(9) Water (impacted by the construction activity) removed from the site by pumping must be treated by temporary sedimentation basins, geotextile or chemical filters, grit chambers, sand filters, up-flow chambers, hydrocyclones, swirl concentrators or other appropriate controls. Such water shall not be discharged in a manner that causes erosion or flooding of the site; receiving channels, adjacent property or a wetland.

(10) All storm drain inlets must be protected during construction until control measures are in place with either silt fence or an equivalent.

(11) Existing water bodies and wetlands shall have temporary erosion control devices installed around their respective perimeters to protect them from sediment deposits created by a construction activity.

(12) All debris and trash from construction site must be housed in appropriate container. If wind or other events create problems with materials staying in container, a cover may be required.

(13) Wet construction materials treated on site must be handled in a contained washout area.

(C) *Temporary sediment basins.* For common drainage locations that serve an area of ten or more acres disturbed at one time, and that drain to a discernable pond, a sediment basin must be provided prior to the runoff leaving the construction site or entering waters of the state. In addition to this requirement, the applicant is encouraged, and may be required by the city, to install temporary sediment basins where appropriate in areas with steep slopes or highly erodible soils even if less than ten acres drains to one area.

(D) *Permanent stormwater controls.*

(1) The following volume control standards shall be met as described below for all construction activities:

(a) Treat the water quality volume on any project where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres.

(i) For non-linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as one (1) inch times the sum of

the new and the fully reconstructed impervious surface.

- (ii) For linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in Section D.1.b. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the owner/operator of construction activity must maximize the treatment of the water quality volume prior to discharge from Cambridge's MS4.
- (b) Volume reduction practices (e.g., infiltration or other) to retain the water quality volume on-site must be considered first when designing the permanent stormwater treatment system. Wet sedimentation basins and filtration systems are not considered volume reduction practices. If infiltration is prohibited, other volume reduction practices, a wet sedimentation basin, or filtration systems may be considered.
- (c) Infiltration systems are prohibited in the following areas:
- (i) that receive runoff from vehicle fueling and maintenance areas;
 - (ii) where infiltrating stormwater may mobilize high levels of contaminants in soil or groundwater;
 - (iii) where soil infiltration rates are field measured at more than 8.3 inches per hour unless the soils are amended to slow the infiltration rate below 8.3 inches per hour;
 - (iv) with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock;
 - (v) of predominately Hydrologic Soil Group type D soils (clay);
 - (vi) in an Emergency Response Area (ERA) within a DWSMA classified as having high or very high vulnerability as defined by the Minnesota Department of Health; or
 - (vii) in an ERA within a DWSMA classified as moderate vulnerability or outside of an ERA within a DWSMA classified as having high or very high vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by the City of Cambridge.
 - (viii) within 1,000 feet upgradient or 100 feet downgradient of known active karst features; and
 - (ix) that receive runoff from the following industrial facilities not authorized to infiltrate stormwater under the NPDES stormwater permit for industrial

activities: automobile salvage yards; scrap recycling and waste recycling facilities; hazardous waste treatment, storage, or disposal facilities; or air transportation facilities that conduct deicing activities.

(d) Off-site Treatment

- (i) For non-linear projects, where the water quality volume cannot cost effectively be treated on the site of the original construction activity, the remaining water quality volume must be addressed through off-site treatment and meet the following requirements (must be selected in the following order of preference):
 - 1. Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - 2. Locations within the same DNR catchment area as the original construction activity.
 - 3. Locations in the next adjacent DNR catchment area up-stream.
 - 4. Locations anywhere within the Cambridge's jurisdiction.
- (ii) Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Routine maintenance of structural stormwater BMPs owned or operated by the City of Cambridge cannot be used to meet this requirement.
- (iii) Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity.
- (iv) The applicant may provide payment to the City of Cambridge in lieu of off-site treatment.
 - 1. If the City of Cambridge receives payment from the owner of a construction activity for off-site treatment, the City must apply any such payment received to a public stormwater project, and all projects must comply with the requirements in item (b).

(2) All permanent stormwater controls shall abide by the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual

(3) Outlets shall be designed according to the Construction Stormwater Permit and the MPCA's Minnesota Stormwater Manual.

(4) Release rates shall not increase over the predevelopment (existing conditions) storm discharge rates for the 24-hour duration two-year, ten-year and 100-year rainfall events. Calculations that were made for the design of such items as sediment basins, rate control structures, wet detention basin volumes, diversions, waterways, infiltration zones and other selected BMPs shall be included with the submittal.

(5) An emergency overflow shall be provided that meets the elevation criteria in divisions (6)(c) and (6)(f) below.

(6) Where buildings are proposed adjacent to wetlands, lakes, detention or retention basins, or other water bodies, the lowest floor elevation of the adjacent structures shall be set to the greater of the following:

- (a) Four feet above the higher of the groundwater level or the normal water level of the adjacent water body.
- (b) Two feet above the Base Flood Elevation (BFE) established in a Flood Insurance Study or where no BFE exists, two feet above the high water level resulting from the 100-year, 24-hour duration, AMC-2 (design storm);
- (c) One foot above the emergency overflow elevation if the overflow elevation is above the 100-year, 24-hour duration, AMC-2 (design storm) elevation, and the overflow elevation plus one foot is less than the elevations in (a) and (b) unless otherwise approved by the City Engineer.
- (d) The elevation based on applicable shoreland and/or floodplain zoning.
- (e) The building or structure shall be a horizontal distance of at least 15 feet from the nearest location of the BFE.
- (f) All low building openings shall be 1.5 feet above the emergency overflow elevation.

(7) Where feasible, wet retention or detention basins shall have a 10:1 vegetative bench at the normal water level.

(8) Permanent stormwater pollution controls shall be designed by a professional engineer licensed in the State of Minnesota.

(9) Stormwater management limitations and exceptions will be followed as stated in the Construction Stormwater Permit

(E) Additional controls – Impaired Waters. If a construction activity discharges to a receiving water with construction related impairments, the following water quality requirements apply for sites where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres, in addition to those listed in divisions (A) through (D), as applicable.

- (1) Projects shall not result in an increase in loading of total phosphorus (TP) and total suspended solids (TSS) to the receiving water. Defendable computations shall be submitted that demonstrate no increase in loading on an annual basis as compared to existing site conditions, using standard techniques and generally accepted assessment practices, including available lake and ecoregional studies and models. Assessment techniques and resulting computations must be approved by the City Engineer.

- (2) The applicant shall consider incorporating the use of natural topography and land cover to mimic, restores, or maintains natural hydrology. This may include natural swales and depressions as they exist before development, disconnected impervious surfaces or other measures as to not compromise the integrity or quality of the receiving water.

(G) *Inspection and maintenance of the Stormwater Pollution Control Measures.*

(1) Inspections may be performed by city staff to observe that erosion, sediment and waste control measures are properly installed and maintained in accordance with the SWPCP. Construction stop orders may be issued by the city until erosion and sediment control measures are corrected in accordance with the SWPCP.

(2) The Applicant shall enter into an operation and maintenance agreement with the City, which is to include an operation and maintenance manual specific to the permanent stormwater control(s) on site.

(3) It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the stormwater management facilities for inspection and maintenance purposes.

(4) All stormwater pollution control management facilities must be designed to minimize the need of maintenance, to provide easy vehicle and personnel access for maintenance purposes and to be structurally sound.

(5) The Applicant shall allow the City to conduct inspections of permanent stormwater controls, perform necessary maintenance, and assess costs for those permanent stormwater controls when the City determines that the owner and/or operator of that permanent stormwater control has not conducted maintenance.

(6) If site configurations or permanent stormwater controls change, causing decreased effectiveness, new or improved permanent stormwater controls must be implemented to ensure the conditions for post-construction stormwater management are maintained as originally approved.

§ 152.06 REVIEW

The city shall review the stormwater pollution control plan, of **§ 152.05**, and approve or disapprove in accordance with M.S. § 15.99, as it may be amended from time to time.

§ 152.07 VARIANCE

An applicant may seek a variance from the requirements of either section **§ 152.04** or **§ 152.05**, as applicable, by submitting a written request to the City Engineer. The City Engineer, or his or her

designee, shall have the sole discretion to determine if a variance to the requirements of the pertinent section will be allowed. All decisions of the City Engineer involving requests for variances under section § 152.04 shall be final. Decisions of the City Engineer involving requests for variances under section § 152.05 may be appealed to the City Council.

§ 152.08 MODIFICATION OF PLAN

An approved stormwater pollution control plan, in accordance with § 152.05, may be modified upon submission of a written request for modification to the city, and after written approval by the city. The City Engineer may require additional reports and data to be submitted with the request.

§ 152.09 FAILURE OF THE STORMWATER POLLUTION CONTROL MEASURES

(A) *Notification by the city.* The city shall notify the applicant, property owner, contractor, or other property designee, when the city is going to act against violations. The initial contact will be to the party or parties listed on the Stormwater Pollution Control Plan as contacts, or for sites less than one acre, the appropriate property designee. Notwithstanding anything in City Code to the contrary, and except during an emergency action, 48 hours after notification by the city, the city at its discretion may begin corrective work. If after making a good faith effort to notify the responsible party or parties, the city has been unable to establish contact, the city may proceed with corrective work. If violations are not corrected, and the City must act to correct violations, the city will bill the party or parties listed on the Stormwater Pollution Control Plan as contacts, or the appropriate property designee. Enforcement will follow the guidelines set in Chapter 38 of the city code.

(B) *Emergency action.* If circumstances exist such that noncompliance with this chapter poses an immediate danger to the public health, safety and welfare, as determined by the city, the city may take emergency preventive action. The city shall also take every reasonable action possible to contact and direct the applicant to take any necessary action. Any cost to the city will be billed directly to the party or parties listed on the stormwater Pollution Control Plan as contacts, or for sites less than one acre, the property designee.

(C) *Failure to do corrective work.* When an applicant fails to conform to any provision of § 152.04 or § 152.05 within the time stipulated, the city may take the following actions:

- (1) Withhold the scheduling of inspections and/or the issuance of a Certificate of Occupancy.
- (2) Revoke any permit issued by the city to the applicant, or property designee, for the site in question or any other of the applicant's, or property designee's, sites within the city's jurisdiction.
- (3) Direct the correction of the deficiency by city forces or by a separate contract.
- (4) The City must be reimbursed for all costs incurred in correcting stormwater pollution control deficiencies. Payments must be made within 30 days after the city incurs costs.

(5) If payments are not made within 30 days after the city incurs costs, then the city may assess the remaining amount against the property.

(6) If applicant fails to complete construction activity before a Certificate of Occupancy is obtained, the city may require a cash escrow deposit in the amount to be determined by the city, as a security for completion and continued maintenance of stormwater control measures. Following completion of land disturbing activities with final vegetative stabilization to the city's satisfaction, the city shall refund the amount of deposit. The city reserves the right to expend such funds to insure effective stormwater control measures are established and maintained until final vegetative stabilization is completed.

§ 152.10 ENFORCEMENT

The city shall be responsible for enforcing this chapter. Any person, firm, or corporation failing to comply with or violating any of these regulations, shall be deemed guilty of a misdemeanor and be subject to a fine or imprisonment or both. All land use and building permits will be suspended until the violation is corrected. Each day that a separate violation exists shall constitute a separate offense.

§ 152.11 RIGHT OF ENTRY AND INSPECTION

The City, and its authorized representatives, shall be allowed to, upon presentation of credentials to:

(A) Enter upon the permitted site for the purpose of obtaining information, examining records, conducting investigations or surveys or for the purpose of correcting deficiencies in stormwater pollution control.

(B) Bring such equipment upon the permitted site as is necessary.

(C) Examine and copy any books, papers, records, or memoranda pertaining to activities or records required to be kept under the terms and conditions of this permitted site.

(D) Inspect the stormwater pollution control measures.

(E) Sample and monitor any items or activities pertaining to stormwater pollution control measures.

§ 152.12 ABROGATION AND GREATER RESTRICTIONS

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail.

§ 152.13 OTHER STATUTES, RULES AND ORDINANCES

The applicant shall comply with all federal and state statutes and local ordinances including the

current version of the Minnesota Pollution Control Agency’s General Permit Authorization to Discharge Stormwater Associated with Construction Activity under the NPDES/SDS permit program and the requirements of a Watershed Management Organization, if applicable.

This Ordinance shall be in full force and effect from and after its passage and publication according to law. Adopted by the Cambridge City Council this 17th day of January, 2023, after complying with the statutory notice requirements contained in Minnesota Statutes 415.19.

James A. Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Summary Publication of Ordinance

The City Council of the City of Cambridge adopted Ordinance 765 amending Title XV Land Usage, Chapter 152 Storm Water Management to ensure that the ordinance is in compliance with the 2020 MS4 permit requirements. The complete ordinance is available for public inspection at the office of the City Administrator, 300 3rd Avenue NE, Cambridge, Minnesota.

ATTEST:

Evan C. Vogel, City Administrator

Background

The terms of Parks, Trails, and Recreation Commissioners Jeff Andres and Jeff Soderquist have expired on January 31, 2023. They have both served 1 full term and have applied for re-appointment.

The Parks, Trails, and Recreation Commission seats up for re-appointment were posted in the newspaper, social media, and on the city webpage from December 2nd, 2022 until January 6th, 2023 and we received two (2) applications for re-appointment and two (2) new applications.

The four (4) applications qualified for consideration are attached to this report and the applicant names are listed below:

- Jeff Andres, re-appointment
- Jeff Soderquist, re-appointment
- Adam Schorer
- Lucinda Reilly

Applicants were notified of the interview process that is to take place during the Council meeting. Staff holds applications for one year in case of an unexpected vacancy.

Fiscal Note:

Parks, Trails, and Recreation Commissioners are compensated \$35.00 for each meeting attended and these funds are included in the approved 2023 budget. The Parks, Trails, Recreation Commission meets quarterly.

Staff Recommended City Council Action:

A motion to appoint two applicants to a full three-year term (expiring January 31, 2026) on the Parks, Trails, and Recreation Commission.

Attachments

1. Jeff Andre’s PTRC application for re-appointment
2. Jeff Soderquist’s PTRC application for re-appointment
3. Adam Schorer’s PTRC application for appointment
4. Lucinda Reilly’s PTRC application for appointment

Re-Appointment

Application for Appointment

Cambridge Parks, Trails, and Recreation Commission

Name *Jeff Andres* Date *10/18/2022*

Address _____

Residence or Business in Cambridge Area (years) *30* Home Telephone _____

E-mail Address _____ Employer *Northstar Media & Knowledge Publications*

Occupation *Publisher* Work Telephone _____

Education (Please indicate highest grade completed or highest degree and major course of study)

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Current Parks, Trails & Recreation Commission Chair

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy)

Signature _____

**Application for Appointment
Cambridge Parks, Trails, and Recreation Commission**

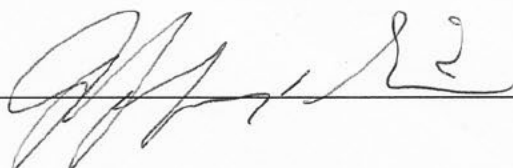
Name JEFF SODERQUIST Date 1/2/2023
Address [REDACTED]
Residence or Business in Cambridge Area (years) 25+ Home Telephone [REDACTED]
E-mail Address [REDACTED] Employer STATE OF MINNESOTA
Occupation INFORMATION TECHNOLOGY SPECIALIST Work Telephone [REDACTED]
Education (Please indicate highest grade completed or highest degree and major course of study)
ASSOCIATE (AA) DEGREE IN ELECTRONICS

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.) CURRENTLY SERVING ON THE CITY OF CAMBRIDGE PARKS, TRAILS, AND RECREATION COMMITTEE AND WOULD LIKE TO CONTINUE SERVING THE CITY & COMMUNITY FOR ANOTHER 3 yrs.
Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary). _____

Data Privacy Information

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Signature _____



**Application for Appointment
Cambridge Parks, Trails, and Recreation Commission**

Name Adam Schorer Date 2-1-23

Address [REDACTED]

Residence or Business in Cambridge Area (years) 10+ Home Telephone [REDACTED]

E-mail Address [REDACTED] Employer Federal Ammunition

Occupation Supervisor Work Telephone [REDACTED]

Education (Please indicate highest grade completed or highest degree and major course of study)

CHS graduate, currently enrolled in ARCC for business degree.

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.) Vice chair at ASA - Art & Science Academy Board,

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary.) I have a great love of the outdoors & often make use of the local parks with my family. I have an eye for natural landscapes & ideas for your parks that I would love to see make happen.

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Signature [Handwritten Signature]

January 5, 2023

Dear Cambridge City Council,

It has come to my attention of a potential vacancy on the parks commission. I am very interested in this potential opportunity. I am an outdoor enthusiast that enjoys hiking, biking, and canoeing. My family and I used the parks weekly as we used to live just a block away from Cambridge City Park and still visit often even since we moved a little farther away. My daughter and I often hike the Spirit River Nature area enjoying the peacefulness of the woodlands and looking out for native animals. We hope to start cross-country skiing soon as she starts learning this year at school.

I think I would be a good addition to your team due to my years of experience as a Supervisor at Federal Ammunition. I have a team of forty to fifty employees whom I support to maintain safety standards, quality goals, and daily output. I have helped many on my team rise into leadership positions by identifying talent and coaching them to take an opportunity when it opens. I also have experience being on the Art and Science Academy's board which would position me in a good place to hit the ground running.

I would love to take part in this position to help better our community by using my planning and creativity to provide top-notch parks to the people of Cambridge. I have many ideas and problem-solving talents that I feel would be great for taking our excellent parks and making them even better! Feel free to reach out to me with any questions you may have at [REDACTED] or by phone at [REDACTED]. Thank you for your time.

Sincerely,

Adam Schorer

Adam Schorer

Objective

To take on new challenges, confront and solve problems, expand my knowledge, and become a more valuable community member. I aim to grow my skills and talents and improve as a leader while helping improve the City of Cambridge.

Skills & Abilities

LEADERSHIP

- I am a believer in the servant leadership style which is leading by example, and helping people grow and achieve their personal goals. This is a rewarding way of teaching and an excellent way to grow a team and I feel an effective way to manage.

COMMUNICATION

- A skilled listener and able to keep an open and objective mind.
- Able to coordinate multiple departments/personality types to achieve a common goal.
- Can handle conflict and resolve problems in a respectful manner.

SKILLS

- Capable computer skills including Microsoft Word, Excel, and Project.
- Quick learner of new skills and able to adapt to new environments.
- A supporter of Lean principles.
- ISO auditor.

Experience

CO-CHAIR BOARD MEMBER | ART AND SCIENCE ACADEMY | JULY 2020 - PRESENT

PRODUCTION SUPERVISOR | FEDERAL PREMIUM AMMUNITION | SEP 2017 - PRESENT

- Manage staffing and production quotas for all of Centerfire.
- Empower Line Leads to accomplish production and personal goals and to become better leaders.
- Motivates team to reach SQDEC metrics.

MACHINE MOVEMENT COORDINATOR | FEDERAL PREMIUM AMMUNITION | JUNE 2016 – SEP 2017

- Works with production and engineers to create a safe and lean layout.
- Coordinates with production, safety, CI, facilities, and scheduling departments to create a movement plan.

MANUFACTURING LINE LEAD | FEDERAL PREMIUM AMMUNITION | MAY 2014 – JUNE 2016

- Managed the primed and unprimed 9mm brass department.

- Helped to schedule brass output to meet monthly quotas
- Uphold our quality standards, and troubleshoot problems with production as they arise.

Education

- Currently enrolled at ARCC for Business Administration and Management
GPA 3.86

Adam Schorer

References

Jeremy Fields

Factory Operations Senior Manager

[REDACTED]

Federal Premium Ammunition

[REDACTED]

Walter Schwarz

Computer Networker

[REDACTED]

**Application for Appointment
Cambridge Parks, Trails, and Recreation Commission**

Name Lucinda Reilly Date 1/5/23
Address [REDACTED]
Residence or Business in Cambridge Area (years) 2 Home Telephone [REDACTED]
E-mail Address [REDACTED] Employer retired early
Occupation Arts, performing arts + education Work Telephone _____
Freelancer
Education (Please indicate highest grade completed or highest degree and major course of study)
University of Minnesota, Art History
Aveda Institute, Esthetician

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.) I needed more space, please see attachment

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary.) I needed more space, please see attachment

Data Privacy Information

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Signature Lucinda Reilly

I started in environmental advocacy as a youth, and continued into adulthood. I have been a park laborer at Springbrook Nature Center and at Riverwood Park. Duties included prairie restoration, removal of invasive species, groundskeeping, building and trail maintenance and beautification. I also did minor construction, dam maintenance, boardwalk and pontoon bridge repair.

In my arts and community organizing work, I had my internship with In the Heart of the Beast theater, over the course of three productions and the enormous community organizing effort that entailed the Mayday Festival, which could have 1,000 volunteers and attendance of 50,000-75,000 guests. Through my makeup artistry, I have been part of a team organizing several runway and music productions, as well as being a local representative for cosmetic companies, responsible for raising awareness of brands and educating retail staff. As an assistant instructor for Interact Center for the visual and Performing Arts, I would help guide disabled artists in the production of their arts, or assist backstage around cues and mobility challenges. In my advocacy work I have been part of teams that have organized many festivals, craft shows, and classes, and have done public relations, press kits, interviews, and outreach.

I currently maintain my interest in nature through spreading awareness of native plants and pollinators, herbal medicine and foraging. At our last home, the bus stop was in my front yard and I would bring items out from my naturalist cabinet to educate and entertain the children while they waited. I pull destructively aggressive invasive species on my walks, and have been granted permission to pull invasive species and plant natives near our local stormwater pond.

Tue, Nov 9, 11:47 AM
(1 day ago) to

In Brief

I spear headed bringing a tool to the team that allows the team to monitor first responder traffic. This tool allows us to quickly identify the nature and type of incident and what threat it may pose to the Enterprise and it's assets, personnel and a interests. This has not only provided additional information when analyzing situations, but it has allowed the team in several instances to discount events as being relevant to the enterprise by either determining that the event posed no risk to Xcel assets, personnel and interests, or that the event had passed or was contained. The cost of the tool employed was exceptionally minimal at \$30 dollars a year. In addition to researching, testing and procuring the tool I wrote the playbook and manual on it's use, allowing any team member to leverage this tool.

I was assigned to the Glint Survey Captainship. The Captainship was designed to analyze the findings of the Glint survey, further investigate the teams sentiment and engagement, and recommend action items to not only remediate issues but to maximize positive findings. I was able to not only recommend positive, active solutions to the various issues facing the team, but in the process I was able to generate a greater sense of team cohesion and create an environment of trust and respect. The Glint survey immediately following the application of several basic, low impact and zero cost measures resulting from the efforts of the captainship showed a noticeably higher engagement score. The overall index was 10 points higher, with several categories showing score increases of as much as 20 points and few decreasing scores were by single digits.

The Glint Survey Captainship was a blank slate when I was assigned to it, and I have not only accomplished great strides within the team, but I have written a policy document for the captainship that takes what I have done and allows it to be repeatable and scalable potentially providing a wider solution to other areas of ESEM and potentially the Enterprise as a whole. When presented with the opportunity to present my efforts it was discovered that the captainship was unique within ESEM.

I have been praised by my team for my willingness to stay long after my scheduled assignments and willingness to put extra time in to assist in any way needed. During the Cunningham incident I stepped into the back up leader on duty role to allow the scheduled team member take their partner on a dinner date. I have taken special care to Mentor and train newer team members, even when the role wasn't assigned, out of a sense of teamwork and connection. Many of my team members have stated on multiple occasions that I am their first choice when they have a procedural question, not necessarily because I know everything, but because if I don't know something I make a point to look for the answer with them. This has helped eliminate the fear of asking questions and has led to greater competencies within the team as newer members don't hesitate to ask questions and are quickly assisted.

What were some of your notable successes over the past quarter?

Discuss both what you did and how you demonstrated the expected core behaviors

(Competencies or Leadership Expectations).

How did your work impact your team or the company's results?

How have you demonstrated Xcel Energy's values?

I worked on the conversion of the Annexes to Playbooks. I worked on developing several playbooks from scratch, and the QRG's into the new format. I have adjusted the Shift Checklist from a 24-hour schedule to a 10-hour schedule, while keeping an eye on the time necessary for task completion in order to prevent any log jam type issues.

I was able to leverage soft skills and personal assets to aid in team awareness.

By working on team satisfaction, as well as working to balance the shift checklist I have worked to balance the teams balancing workload and providing clear directions within the playbooks while addressing job satisfaction and taking care of team members wellbeing I have helped to increase team effectiveness and individual team member judgement.

In the process of working on the Glint Survey, I maintained confidentiality of the statements taken from my co-workers those co-workers were no longer in the team. This Trustworthiness is essential in a position where we may encounter statue protected information such as HIPPA or 206 computational event details.

What were some

Background

There is an abandoned trailer in a vacant lot located at Lot 00B of Parkwood on the Lakes 4th Addition, PIN 15.176.0020.

Staff sent notice to the property owner and the registered owner of the trailer on November 29, 2022 and again on January 12, 2023 that it needs to be removed or abatement would be ordered.

All relevant parties have been given adequate time to remove the vehicle.

Staff would like to see this trailer removed through the abatement process of towing due to the non-responsiveness of the owner(s).

Relevant city code:

92.16 (L) UNLAWFUL PARKING AND STORAGE

(3) No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property unless it complies with the following requirements.

(a) Vehicles which are parked or stored outside shall be on an improved surface as defined in Chapter 156.062.

(b) All vehicles, watercraft and other articles stored outside on residential property must be owned by a person who is a legal resident of that property.

Fiscal Note:

The towing charges are \$125.00 and can be absorbed by the Planning budget or be assessed to the property.

Staff Recommended City Council Action:

Direct abatement of abandoned vehicle from vacant property, Lot 00B of Parkwood on the Lakes 4th Addition, PIN 15.176.0020.

Attachments

Pictures of abandoned trailer.



Prepared by: Will Pennings Deputy Fire Chief

Background: At the March 21, 2022 Concil meeting City Council approved purchase of a Chassis for our replacement Engine "C4". Evan signed a proposal and we tuned it into Boyer truck on 4/25/2022 to the price of \$133,965. After several months of not hearing from Boyer and under the assumption our E4 was on the way. In November 2022 we heard from Boyer Sales that the Chassis had changed from the manufacturer and we would need to go back to figure new wiring and engine configurations.

We have received updated pricing and proposal and current specifications needed. The price has increased to \$145,884. Which is an increase in \$11,019.

We feel strongly this purchase is still saving money through discounted State Bid and it is necessary to keep up with our Capital plan. Cambridge Fire Relief is strongly in support of E4 and is expected to have financial contributions towards the purchase.

Fiscal Note:

Funds are currently in the Fire Department Capital Fund to absorb this additional expenditure.

Compatibility with Strategic Goals:

Core Strategy 2: Deliver exceptional public services

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

Recommendation:

Approve Evan Vogel to sign Purchase Proposal with Boyer Truck for E4 Chassis

Prepared For :
Fire Department
CAMBRIDGE CITY OF
300 3rd Ave NE
Cambridge, MN 55008
UNITED STATES
Phone : 763-689-1800

Prepared by:
Brian Sutlief
BOYER TRUCKS DULUTH-SUPERIOR
1202 SUSQUEHANNA AVE.
SUPERIOR, WI 54880
Phone :

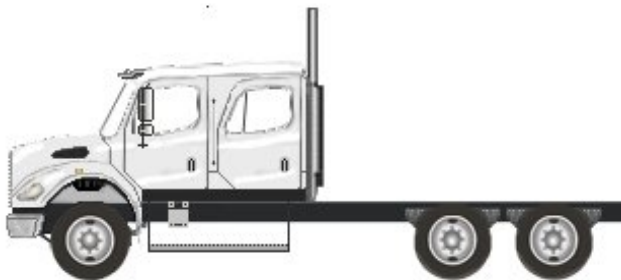
A proposal for
CAMBRIDGE CITY OF

Prepared by
BOYER TRUCKS DULUTH-SUPERIOR

Brian Sutlief

January 23, 2023

Freightliner M2 112 Plus



Components shown may not reflect all spec'd options and are not to scale

Prepared For :
 Fire Department
 CAMBRIDGE CITY OF
 300 3rd Ave NE
 Cambridge, MN 55008
 UNITED STATES
 Phone : 763-689-1800

Prepared by:
 Brian Sutlief
 BOYER TRUCKS DULUTH-SUPERIOR
 1202 SUSQUEHANNA AVE.
 SUPERIOR, WI 54880
 Phone :

QUOTATION

M2 112 PLUS CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK	6275MM (247 INCH) WHEELBASE
DETROIT DD13 GEN 5 12.8L 450 HP @ 1625 RPM, 1900 GOV RPM, 1650 LB-FT @ 975 RPM	
ALLISON 4000 EVS AUTOMATIC TRANSMISSION WITH PTO PROVISION	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
RT-46-160 46,000# R-SERIES TANDEM REAR AXLE	2550MM (100 INCH) REAR FRAME OVERHANG
TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT
MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE	
20,000# TAPERLEAF FRONT SUSPENSION	
160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB	

			PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	145,739	\$	145,739
EXTENDED WARRANTY		\$	0	\$	0
DEALER INSTALLED OPTIONS		\$	0	\$	0
CUSTOMER PRICE BEFORE TAX		\$	145,739	\$	145,739

TAXES AND FEES					
TAXES AND FEES		\$	145	\$	145
OTHER CHARGES		\$	0	\$	0

TRADE-IN					
BALANCE DUE	(LOCAL CURRENCY)	\$	145,884	\$	145,884

COMMENTS:
 Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:
 Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.

Prepared For :
Fire Department
CAMBRIDGE CITY OF
300 3rd Ave NE
Cambridge, MN 55008
UNITED STATES
Phone : 763-689-1800

Prepared by:
Brian Sutlief
BOYER TRUCKS DULUTH-SUPERIOR
1202 SUSQUEHANNA AVE.
SUPERIOR, WI 54880
Phone :

Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at www.daimler-truckfinancial.com

Prepared For :
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 CAMBRIDGE CITY OF
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 1202 SUSQUEHANNA AVE.
 SUPERIOR, WI 54880
 Phone :

SPECIFICATION PROPOSAL

Description	Weight Front	Weight Rear
Price Level		
M2 PRL-27M (EFF:MY24 ORDERS)		
Data Version		
SPECPRO21 DATA RELEASE VER 026		
Vehicle Configuration		
M2 112 PLUS CONVENTIONAL CHASSIS	8,244	6,026
2024 MODEL YEAR SPECIFIED		
SET BACK AXLE - TRUCK		
STRAIGHT TRUCK PROVISION, NON-TOWING		
LH PRIMARY STEERING LOCATION		
General Service		
TRUCK CONFIGURATION		
DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)		
FIRE SERVICE		
EMERGENCY VEHICLES BUSINESS SEGMENT		
LIQUID BULK COMMODITY		
TERRAIN/DUTY: 10% (SOME) OF THE TIME, IN TRANSIT, IS SPENT ON NON-PAVED ROADS		
MAXIMUM 8% EXPECTED GRADE		
MAINTAINED GRAVEL OR CRUSHED ROCK - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE		
FREIGHTLINER LEVEL II WARRANTY		
EXPECTED FRONT AXLE(S) LOAD 18740.0 lbs		
EXPECTED REAR DRIVE AXLE(S) LOAD 46000.0 lbs		
EXPECTED GROSS VEHICLE WEIGHT CAPACITY 64740.0		

Prepared For :
 Fire Department
 CAMBRIDGE CITY OF
 300 3rd Ave NE
 Cambridge, MN 55008
 UNITED STATES
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Prepared by:
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 BOYER TRUCKS DULUTH-SUPERIOR
 1202 SUSQUEHANNA AVE.
 SUPERIOR, WI 54880
 Phone :

Description	Weight Front	Weight Rear
-------------	--------------	-------------

lbs

Truck Service

FIRE TANK/PUMPER - MAIN DRIVELINE DRIVEN SPLIT-SHAFT PTO/PUMP

CUSTOM FIRE APPARATUS, INC.

EXPECTED BODY/PAYLOAD CG HEIGHT ABOVE FRAME
 "XX" INCHES 32.0 in

Engine

N DETROIT DD13 GEN 5 12.8L 450 HP @ 1625 RPM, 1900
 GOV RPM, 1650 LB-FT @ 975 RPM

Electronic Parameters

- 70 MPH ROAD SPEED LIMIT
- CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT
- PTO MODE ENGINE RPM LIMIT - 900 RPM
- PTO MODE PTO 1 & 2 THROTTLE OVERRIDE ENABLED
- PTO RPM CONTROL WITH STEERING WHEEL SWITCHES
- PTO MODE CANCEL VEHICLE SPEED - 3 MPH
- PTO MODE RPM INCREMENT - 25 RPM
- PTO GOVERNOR RAMP RATE - 100 RPM PER SECOND
- ONE CLUSTER MENU PTO SPEED AND ONE REMOTE PTO SPEED
- PTO SPEED 1 SETTING - 750 RPM
- SOFT CRUISE CONTROL ENABLED
- PTO MINIMUM RPM - 700
- ENABLE AUTO ENGINE RPM ELEVATE FOR EXTENDED IDLE
- PTO 1, DASH SWITCH, STATIONARY OPERATION
- PTO 2, DASH SWITCH, STATIONARY OPERATION

Prepared For :
 Fire Department
 CAMBRIDGE CITY OF
 300 3rd Ave NE
 Cambridge, MN 55008
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Prepared by:
 Brian Sutlief
 BOYER TRUCKS DULUTH-SUPERIOR
 1202 SUSQUEHANNA AVE.
 SUPERIOR, WI 54880
 Phone :

Description	Weight Front	Weight Rear
PTO 2 MODE ENGINE RPM LIMIT - 900 RPM		
Engine Equipment		
2010 EPA/CARB/GHG21 CONFIGURATION		
2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)		
STANDARD OIL PAN		
ENGINE MOUNTED OIL CHECK AND FILL		
SIDE OF HOOD AIR INTAKE WITH NFPA COMPLIANT EMBER SCREEN AND FIRE RETARDANT DONALDSON AIR CLEANER		
LN 12V 320 AMP 4962PGH PAD MOUNT ALTERNATOR	10	
(3) DTNA GENUINE, FLOODED STARTING, MIN 3000CCA, 555RC, THREADED STUD BATTERIES		
BATTERY BOX FRAME MOUNTED		
STANDARD BATTERY JUMPERS		
SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB		
WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN		
NON-POLISHED BATTERY BOX COVER		
POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH WITH LOCKING PROVISION MOUNTED OUTBOARD DRIVER SEAT	2	
POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2	
PROGRESSIVE LOW VOLTAGE DISCONNECT AT 12.3 VOLTS FOR DESIGNATED CIRCUITS		
BW MODEL FE-921 19.0 CFM SINGLE CYLINDER AIR COMPRESSOR WITH SAFETY VALVE		
STANDARD MECHANICAL AIR COMPRESSOR GOVERNOR		
AIR COMPRESSOR DISCHARGE LINE		
GVG, FIRE AND EMERGENCY SERVICE VEHICLES ENGINE WARNING		

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Description	Weight Front	Weight Rear
JACOBS COMPRESSION BRAKE		
RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH C-PILLAR MOUNTED VERTICAL TAILPIPE	30	25
ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND VIRTUAL REGENERATION REQUEST SWITCH IN CLUSTER		
11 FOOT 06 INCH (138 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT		
STANDARD CURVE BRIGHT UPPER STACK(S)		
RH CURVED VERTICAL TAILPIPE C-PILLAR MOUNTED ROUTED FROM STEP		
6 GALLON DIESEL EXHAUST FLUID TANK		
100 PERCENT DIESEL EXHAUST FLUID FILL		
LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION		
STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING		
STANDARD DIESEL EXHAUST FLUID TANK CAP		
ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD(S)		
AIR POWERED ON/OFF ENGINE FAN CLUTCH		
AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED		
DDC SUPPLIED ENGINE MOUNTED FUEL FILTER/FUEL WATER SEPARATOR WITH WATER-IN-FUEL INDICATOR		
FULL FLOW OIL FILTER		
1400 SQUARE INCH VOCATIONAL RADIATOR	25	
ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT		
GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT		
CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES		
HDEP FIXED RATIO COOLANT PUMP AND RADIATOR DRAIN VALVE		

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Description	Weight Front	Weight Rear
ALUMINUM FLYWHEEL HOUSING		
MITSUBISHI 12V MOD 3.175-DP60 STARTER WITH INTEGRATED MAGNETIC SWITCH		

Transmission

ALLISON 4000 EVS AUTOMATIC TRANSMISSION WITH PTO PROVISION	210	60
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Transmission Equipment

ALLISON VOCATIONAL PACKAGE 198 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODEL EVS

ALLISON VOCATIONAL RATING FOR FIRE TRUCK/EMERGENCY VEHICLE APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES

PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 5, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY

SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 5, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY

S1 PERFORMANCE PRIMARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY

S1 PERFORMANCE SECONDARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY

1800 RPM PRIMARY MODE SHIFT SPEED

1800 RPM SECONDARY MODE SHIFT SPEED

ENGINE BRAKE RANGE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE

ENGINE BRAKE RANGE ALTERNATE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE

FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED

DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES

PUMP MODE INPUT ENABLED 3RD/4TH LOCKUP WIRED ON TCM INPUT AJ/BQ - ALLISON 5TH GEN TRANSMISSIONS

4TH RANGE INDICATION ON TCM OUTPUT C - ALLISON 5TH GEN TRANSMISSIONS

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Description	Weight Front	Weight Rear
QUICKFIT BODY LIGHTING CONNECTOR UNDER CAB, WITH BLUNTCUTS		
ELECTRONIC TRANSMISSION WIRING TO CUSTOMER INTERFACE CONNECTOR		
(2) CUSTOMER INSTALLED CHELSEA 280 SERIES PTO'S		
PTO MOUNTING, LH SIDE AND TOP RH SIDE OF MAIN TRANSMISSION ALLISON		
MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN		
PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED		
TRANSMISSION PROGNOSTICS - ENABLED 2013		
WATER TO OIL TRANSMISSION COOLER, FRAME MOUNTED		
TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK		
SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)		

Front Axle and Equipment

MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE	260
MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10
FIRE AND EMERGENCY SEVERE SERVICE, NON-ASBESTOS FRONT LINING	
CONMET CAST IRON FRONT BRAKE DRUMS	
FRONT OIL SEALS	
VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL	
STANDARD SPINDLE NUTS FOR ALL AXLES	
HALDEX AUTOMATIC FRONT SLACK ADJUSTERS	
TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	130
POWER STEERING PUMP	
4 QUART POWER STEERING RESERVOIR	5

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Description	Weight Front	Weight Rear
OIL/AIR POWER STEERING COOLER		
CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE		
Front Suspension		
20,000# TAPERLEAF FRONT SUSPENSION	200	
GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION		
FRONT SHOCK ABSORBERS		
Rear Axle and Equipment		
RT-46-160 46,000# R-SERIES TANDEM REAR AXLE		420
4.10 REAR AXLE RATIO		
IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING		
* SPL250 XL DANA SPICER MAIN DRIVELINE WITH HALF ROUND YOKES		
* SPL170 XL DANA SPICER INTERAXLE DRIVELINE WITH HALF ROUND YOKES		10
DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES		30
(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD-REAR AND REAR-REAR AXLE VALVE		
INDICATOR LIGHT FOR EACH INTERAXLE LOCKOUT SWITCH, DISENGAGE INTERAXLE LOCK WITH IGNITION OFF		
INDICATOR LIGHT FOR EACH DIFFERENTIAL LOCKOUT SWITCH, ENGAGE AT SPEEDS 5MPH OR LESS, DISENGAGE W/IGN OFF		
MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES		20
FIRE AND EMERGENCY SEVERE SERVICE NON-ASBESTOS REAR BRAKE LINING		
BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)		
CONMET CAST IRON REAR BRAKE DRUMS		
REAR OIL SEALS		

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Description	Weight Front	Weight Rear
HALDEX GOLDSEAL LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS HALDEX AUTOMATIC REAR SLACK ADJUSTERS CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE		
Rear Suspension		
TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION		560
9.5 INCH NOMINAL RIDE HEIGHT (460MM GLOBAL REFERENCE HEIGHT) AXLE CLAMPING GROUP 55 INCH AXLE SPACING FORE/AFT AND TRANSVERSE CONTROL RODS REAR SHOCK ABSORBERS - TWO AXLES (TANDEM)		40
Brake System		
AIR BRAKE PACKAGE WABCO 4S/4M ABS WITH TRACTION CONTROL WITH ATC SHUT OFF SWITCH REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES FIBER BRAID PARKING BRAKE HOSE STANDARD BRAKE SYSTEM VALVES STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM STD U.S. FRONT BRAKE VALVE RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE BW AD-9SI BRAKE LINE AIR DRYER WITH HEATER AIR DRYER FRAME MOUNTED STEEL AIR BRAKE RESERVOIRS, NO TRIPLE OR TORPEDO TANKS		

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Description	Weight Front	Weight Rear
BW DV-2 AUTO DRAIN VALVE WITH HEATER - WET TANK		

Wheelbase & Frame

6275MM (247 INCH) WHEELBASE		
11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	400	80
1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	240	420
2550MM (100 INCH) REAR FRAME OVERHANG		
FRAME OVERHANG RANGE: 91 INCH TO 100 INCH	-60	260
CALC'D BACK OF CAB TO REAR SUSP C/L (CA) 134.25 in		
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) 131.25 in		
CALC'D FRAME LENGTH - OVERALL 377.57 in		
CALCULATED FRAME SPACE LH SIDE 102.37 in		
CALCULATED FRAME SPACE RH SIDE 45.05 in		
SQUARE END OF FRAME		
FRONT CLOSING CROSSMEMBER		
STANDARD WEIGHT ENGINE CROSSMEMBER		
STANDARD CROSSMEMBER BACK OF TRANSMISSION		
STANDARD MIDSHIP #1 CROSSMEMBER(S)		
STANDARD REARMOST CROSSMEMBER		
HEAVY DUTY SUSPENSION CROSSMEMBER		30

Chassis Equipment

THREE-PIECE 14 INCH CHROME STEEL BUMPER WITH COLLAPSIBLE ENDS AND LH WING CUTOUT FOR FEDERAL MS100/ES100/ES100C SPEAKER		
REMOVABLE FRONT TOW/RECOVERY DEVICE,STORED ON CHASSIS FRAME	15	

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Description	Weight Front	Weight Rear
BUMPER MOUNTING FOR SINGLE LICENSE PLATE		
FENDER AND FRONT OF HOOD MOUNTED FRONT MUDFLAPS		
GRADE 8 THREADED HEX HEADED FRAME FASTENERS		
TANK BODY 1501 TO 3000 GALLONS		
* CLEAR FRAME BOTH RAILS (A) FROM TRANSMISSION PTO OPENING TO MINIMUM 36 INCHES BACK OF CAB (INSIDE/BELOW) AND (B) FROM BACK OF CAB TO REAR SUSPENSION (OUTBOARD)		
Fuel Tanks		
70 GALLON/264 LITER ALUMINUM FUEL TANK - LH	5	
25 INCH DIAMETER FUEL TANK(S)		
POLISHING OF FUEL/HYDRAULIC TANK(S) WITH POLISHED STAINLESS STEEL BANDS		
* FUEL TANK(S) FORWARD		
POLISHED STEP FINISH		
CHROME FUEL TANK CAP(S)		
EQUIFLO INBOARD FUEL SYSTEM		
HIGH TEMPERATURE REINFORCED NYLON FUEL LINE		
Tires		
MICHELIN XZY-3 385/65R22.5 18 PLY RADIAL FRONT TIRES	130	
MICHELIN XDN2 11R22.5 14 PLY RADIAL REAR TIRES		152
Hubs		
CONMET PRESET PLUS PREMIUM IRON FRONT HUBS		
CONMET PRESET PLUS PREMIUM IRON REAR HUBS		
Wheels		
ALCOA LVL ONE 82462X 22.5X12.25 10-HUB PILOT 4.68 INSET 10-HAND ALUMINUM DISC FRONT WHEELS	-8	
ALCOA ULA18X 22.5X8.25 10-HUB PILOT ALUMINUM DISC REAR WHEELS		-248

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Description	Weight Front	Weight Rear
POLISHED DISC SIDE FRONT WHEELS WITH DURA-BRIGHT FINISH		
POLISHED OUTER (DISHED SIDE) REAR WHEELS WITH OUTER ONLY DURA-BRIGHT FINISH		
FRONT WHEEL MOUNTING NUTS		
REAR WHEEL MOUNTING NUTS		
NYLON WHEEL GUARDS FRONT AND REAR ALL INTERFACES		
Cab Exterior		
160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB	500	150
AIR CAB MOUNTING		
NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE		
BOLT-ON MOLDED FLEXIBLE FENDER EXTENSIONS	10	
SAFETY YELLOW LH AND RH INTERIOR GRAB HANDLES AND LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT		
HOOD MOUNTED CHROMED PLASTIC GRILLE		
CHROME HOOD MOUNTED AIR INTAKE GRILLE		
FIBERGLASS HOOD		
HOOD LINER, ADDED FIREWALL AND FLOOR HEAT INSULATION	5	
DUAL 25 INCH ROUND STUTTER TONE HOOD MOUNTED AIR HORNS WITH DUAL LANYARDS	8	
DUAL ELECTRIC HORNS		
DUAL HORN SHIELDS		
REAR LICENSE PLATE MOUNT END OF FRAME		
INTEGRAL HEADLIGHT/MARKER ASSEMBLY WITH CHROME BEZEL		
LED AERODYNAMIC MARKER LIGHTS		
DAYTIME RUNNING LIGHTS		

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Description	Weight Front	Weight Rear
* WIRING ONLY WITH SEPARATE STOP AND TURN LIGHT CIRCUITS TO END OF FRAME FOR CUSTOMER FURNISHED LAMPS		
STANDARD FRONT TURN SIGNAL LAMPS		
DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE		
DOOR MOUNTED MIRRORS		
102 INCH EQUIPMENT WIDTH		
LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS		
STANDARD SIDE/REAR REFLECTORS		
RH AFTERTREATMENT SYSTEM CAB ACCESS WITH POLISHED DIAMOND PLATE COVER		
COMPOSITE EXTERIOR SUN VISOR	10	
NO REAR WINDOW	-20	
TINTED DOOR GLASS LH AND RH WITH TINTED NON-OPERATING WING WINDOWS		
RH AND LH ELECTRIC POWERED WINDOWS	4	4
1-PIECE SOLAR GREEN GLASS WINDSHIELD		
2 GALLON WINDSHIELD WASHER RESERVOIR WITHOUT FLUID LEVEL INDICATOR, FRAME MOUNTED		
WHITE WINTERFRONT	2	

Cab Interior

- RUGGED TRIM PACKAGE
- GRAY & CARBON VINYL INTERIOR "RUGGED"
- CARBON WITH PREMIUM GUNMETAL ACCENT (RUGGED)
- MOLDED PLASTIC DOOR PANEL
- MOLDED PLASTIC DOOR PANEL
- BLACK MATS WITH SINGLE INSULATION

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Description	Weight Front	Weight Rear
(1) 12V DASH MOUNTED POWER OUTLET		
FORWARD ROOF MOUNTED CONSOLE		
LH AND RH DOOR STORAGE POCKETS INTEGRATED INTO MOLDED DOOR PANELS		
DIGITAL ALARM CLOCK IN DRIVER DISPLAY		
(2) CUP HOLDERS LH AND RH DASH		
M2/SD DASH		
HEATER, DEFROSTER AND AIR CONDITIONER		
STANDARD HVAC DUCTING WITH PRE-FILTER FOR OUTSIDE AIR INTAKE		
MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH		
STANDARD HEATER PLUMBING WITH BALL SHUTOFF VALVES AT SUPPLY LINES ONLY		
VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR		
BINARY CONTROL, R-134A		
PREMIUM INSULATION		
SOLID-STATE CIRCUIT PROTECTION AND FUSES		
12V NEGATIVE GROUND ELECTRICAL SYSTEM		
STANDARD LED CAB LIGHTING		
DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME		
KEY QUANTITY OF 4		
LH AND RH ELECTRIC DOOR LOCKS		
SEATS INC 911 UNIVERSAL SERIES HIGH BACK AIR SUSPENSION DRIVER SEAT WITH NFPA 1901-2009/2016 COMPLIANT SEAT SENSOR	50	
SEATS INC 911 UNIVERSAL SERIES HIGH BACK AIR SUSPENSION PASSENGER SEAT WITH NFPA 1901-2009/2016 COMPLIANT SEAT SENSOR	40	15

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Description	Weight Front	Weight Rear
SEATS INC 911 UNIVERSAL SERIES SCBA NON SUSPENSION LH, RH AND CENTER REAR PASSENGER SEATS WITH UNDER SEAT STORAGE AND NFPA 1901-2009/2016 COMPLIANT SEAT SENSOR	60	25
LH AND RH INTEGRAL DOOR PANEL ARMRESTS		
VINYL WITH VINYL INSERT DRIVER SEAT		
VINYL WITH VINYL INSERT PASSENGER SEAT		
VINYL WITH VINYL INSERT REAR PASSENGER SEAT		
* NFPA 1901-2009 HIGH VISIBILITY ORANGE SEAT BELTS		
ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10	
4-SPOKE 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL WITH CHROME SWITCH BEZELS		
DRIVER AND PASSENGER INTERIOR SUN VISORS		

Instruments & Controls

DIGITAL PANEL LAMP DIMMER SWITCH IN DRIVER DISPLAY		
* 1 EXTRA PROGRAMMABLE SWITCH/INDICATOR		
\$C1B0170ZZ		
NO INSTRUMENT PANEL-DRIVER		
CONFIGURABLE LOWER PANEL WITH INTEGRATED UPPER STORAGE		
BRIGHT ARGENT FINISH GAUGE BEZELS		
LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM		
DUAL NEEDLE PRIMARY AND SECONDARY AIR PRESSURE GAUGE		
DASH MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS		
ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES		
IGNITION SWITCH WITH NON REMOVABLE KEY		
PREMIUM INSTRUMENT CLUSTER WITH 5.0 INCH TFT		

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Description	Weight Front	Weight Rear
COLOR DISPLAY		
HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH		
2 INCH ELECTRIC FUEL GAUGE		
FUEL FILTER RESTRICTION INDICATOR		
ENGINE REMOTE INTERFACE FOR REMOTE THROTTLE		
QUICKFIT POWERTRAIN INTERFACE CONNECTOR UNDER CAB WITH CAPS		
QUICKFIT PROGRAMMABLE INTERFACE CONNECTOR(S) UNDER CAB WITH BLUNTCUTS		
ENGINE REMOTE INTERFACE CONNECTOR AT POWERTRAIN INTERFACE CONNECTOR		
ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE		
DIGITAL ENGINE OIL TEMPERATURE IN DRIVER DISPLAY		
2 INCH TRANSMISSION OIL TEMPERATURE GAUGE		
ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER		
ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY		
PTO CONTROLS FOR ENHANCED VEHICLE ELECTRIC/ELECTRONIC ARCHITECTURE		
ELECTRONIC STABILITY CONTROL		
ELECTRIC ENGINE OIL PRESSURE GAUGE		
NO OVERHEAD INSTRUMENT PANEL		
QUICKFIT PROGRAMMABLE INTERFACE MODULE	10	
* NFPA VEHICLE DATA RECORDER AND SEATBELT DISPLAY		
AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH, USB AND AUXILIARY INPUTS, J1939	10	
DASH MOUNTED RADIO		
(2) RADIO SPEAKERS IN CAB		

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Description	Weight Front	Weight Rear
AM/FM ANTENNA MOUNTED ON LH SIDE MIRROR		
STANDARD RADIO WIRING WITH STEERING WHEEL CONTROLS		
ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER		
STANDARD VEHICLE SPEED SENSOR		
ELECTRONIC 3000 RPM TACHOMETER		
DETROIT CONNECT PLATFORM HARDWARE		
3 YEARS DETROIT CONNECT BASE PACKAGE (FEATURES VARY BY MODEL) DETROIT CONNECT PLATFORM		
TMC RP1226 ACCESSORY CONNECTOR LOCATED BEHIND PASSENGER SIDE REMOVEABLE DASH PANEL		
IGNITION SWITCH CONTROLLED ENGINE STOP		
(2) OVERHEAD MOUNTED LANYARD CONTROLS: (1) OFFICER AIR HORN AND (1) DRIVER AIR HORN		
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY		
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY		
ROTARY HEADLAMP SWITCH, MARKER LIGHTS/HEADLIGHTS SWITCH WITH PULL OUT FOR OPTIONAL FOG/ROAD LAMPS		
ONE VALVE PARKING BRAKE SYSTEM WITH DASH VALVE CONTROL AUTONEUTRAL AND WARNING INDICATOR		
SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, HEADLAMP FLASH, WASH/WIPE/INTERMITTENT		
INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH 40 AMP (20 AMP PER SIDE) TRAILER LAMP CAPACITY		

Design

* PAINT: FTL-EMERGENCY 9

Color

CAB COLOR A: L0010EY WHITE ELITE EY

* CAB COLOR B: 00918151EY RED ELITE EY

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 Cambridge, MN 55008
 UNITED STATES
 Phone : 763-689-1800

Prepared by:
 Brian Sutlief
 BOYER TRUCKS DULUTH-SUPERIOR
 1202 SUSQUEHANNA AVE.
 SUPERIOR, WI 54880
 Phone :

Description	Weight Front	Weight Rear
BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT		
EXT SUNVISOR PAINT: L0006EY WHITE ELITE EY		
STANDARD E COAT/UNDERCOATING		

Certification / Compliance

U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS

Sales Programs

NO SALES PROGRAMS HAVE BEEN SELECTED

TOTAL VEHICLE SUMMARY

Weight Summary

	Weight Front	Weight Rear	Total Weight
Factory Weight+	10549 lbs	8079 lbs	18628 lbs
Total Weight+	10549 lbs	8079 lbs	18628 lbs

Other Factory Charges

CARB22 BASE WARRANTY SURCHARGE DD13 / X12
 3 YRS DETRIOT CONNECT BASE PKG (FEATURESVARY BY MODEL)
 DETROIT CONNECT PLATFORM
 M2/SD PLUS ESCALATOR
 FRONT TIRE SURCHARGE
 REAR TIRE SURCHARGE
 MY24/CY23 PRICING SURCHARGE
 STANDARD DESTINATION CHARGE

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(+) Weights Shown are estimates only.
If weight is critical, contact Customer Application Engineering.

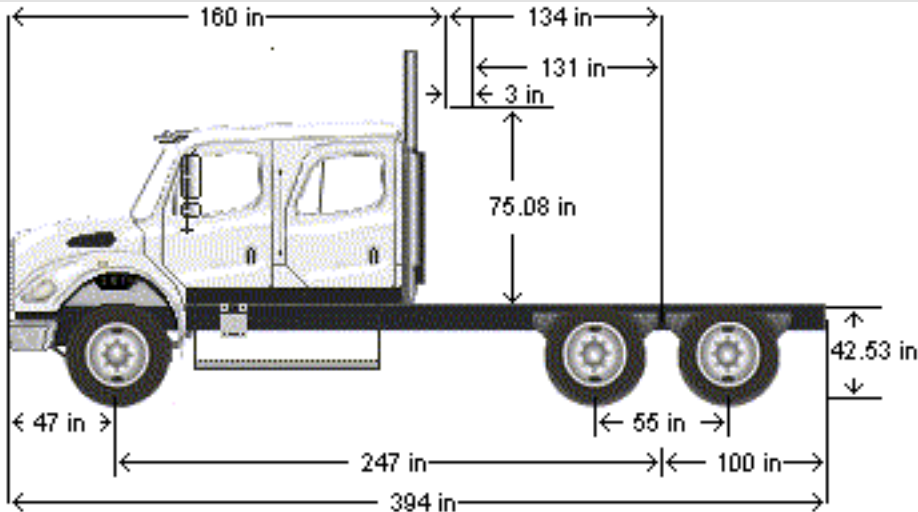
(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.

(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.

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DIMENSIONS



VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

Model		M2112
Wheelbase (545)		6275MM (247 INCH) WHEELBASE
Rear Frame Overhang (552)		2550MM (100 INCH) REAR FRAME OVERHANG
Fifth Wheel (578)		NO FIFTH WHEEL
Mounting Location (577)		NO FIFTH WHEEL LOCATION
Maximum Forward Position (in)		0
Maximum Rearward Position (in)		0
Amount of Slide Travel (in)		0
Slide Increment (in)		0
Desired Slide Position (in)		0.0
Cab Size (829)	160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB	
Sleeper (682)		NO SLEEPER BOX/SLEEPERCAB
Exhaust System (016)	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH C-PILLAR MOUNTED VERTICAL TAILPIPE	

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TABLE SUMMARY - DIMENSIONS

Dimensions	Inches
Bumper to Back of Cab (BBC)	159.6
Bumper to Centerline of Front Axle (BA)	46.9
Front Axle to Back of Cab (AC)	112.8
Min. Cab to Body Clearance (CB)	3.0
Back of Cab to Centerline of Rear Axle(s) (CA)	134.3
Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA)	131.3
Back of Cab Protrusions (Exhaust/Intake) (CP)	2.0
Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)	0.0
Back of Cab Protrusions (CNG Tank)	0.0
Back of Cab Clearance (CL)	3.0
Back of Cab to End of Frame	234.7
Cab Height (CH)	75.1
Wheelbase (WB)	247.0
Frame Overhang (OH)	100.4
Overall Frame Length	377.6
Overall Length (OAL)	394.3
Rear Axle Spacing	55.0
Unladen Frame Height at Centerline of Rear Axle	42.5

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.

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VEHICLE SPECIFICATIONS SUMMARY - GVWR

Model	M2112
Cab Size (829)	160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB
Expected Front Axle(s) Load (lbs)	18740.0
Expected Pusher Axle(s) Load (lbs)	0.0
Expected Rear Axle(s) Load (lbs)	46000.0
Expected Tag Axle(s) Load (lbs)	0.0
Expected GVW (lbs)	64740
Expected GCW (lbs)	0.0
Front Axle (400)	MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE
Front Suspension (620)	20,000# TAPERLEAF FRONT SUSPENSION
Front Hubs (418)	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS
Front Disc Wheels (502)	ALCOA LVL ONE 82462X 22.5X12.25 10-HUB PILOT 4.68 INSET 10-HAND ALUMINUM DISC FRONT WHEELS
Front Tires (093)	MICHELIN XZY-3 385/65R22.5 18 PLY RADIAL FRONT TIRES
Front Brakes (402)	MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
Steering Gear (536)	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR
Rear Axle (420)	RT-46-160 46,000# R-SERIES TANDEM REAR AXLE
Rear Suspension (622)	TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION
Rear Hubs (450)	CONMET PRESET PLUS PREMIUM IRON REAR HUBS
Rear Disc Wheels (505)	ALCOA ULA18X 22.5X8.25 10-HUB PILOT ALUMINUM DISC REAR WHEELS
Rear Tires (094)	MICHELIN XDN2 11R22.5 14 PLY RADIAL REAR TIRES
Rear Brakes (423)	MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
Pusher / Tag Axle (443)	NO PUSHER OR TAG AXLE
Pusher / Tag Suspension (626)	NO PUSHER OR TAG SUSPENSION
Pusher / Tag Hubs (449)	NO PUSHER OR TAG HUBS
Dead/Pusher/Tag Disc Wheels (509)	NO PUSHER/TAG DISC WHEELS
Pusher / Tag Tires (095)	NO PUSHER/TAG TIRES
Pusher / Tag Brakes (456)	NO PUSHER/TAG BRAKES

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TABLE SUMMARY - GVWR

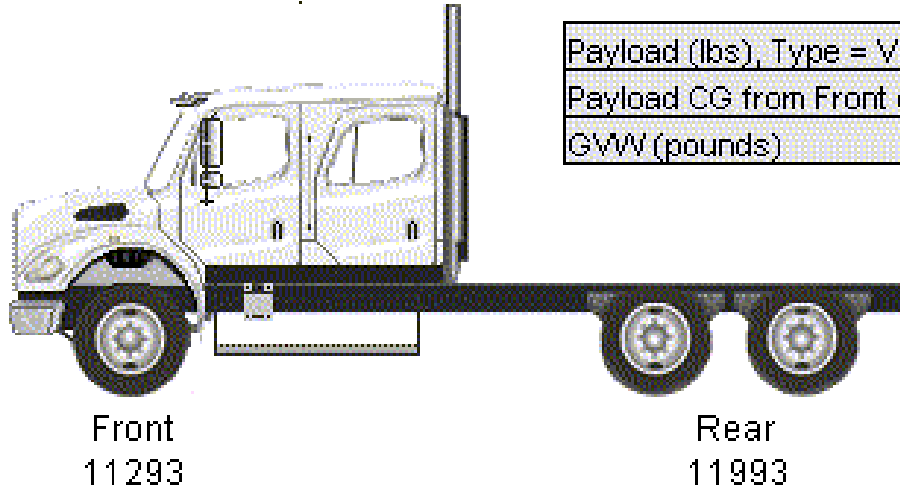
	Front	Rear 1	Rear 2
Axle Component Weight Ratings			
Axles	20000	23000	23000
Suspension	20000	23000	23000
Hubs	23000	26000	26000
Brakes	20000	24999	24999
Wheels	24600	29600	29600
Tires	18740	23360	23360
Power Steering	22000	N/A	N/A
GAWR (per axle)	18740	23000	23000
GAWR (per axle system)	18740		46000
Expected Load (per axle system)	18740		46000
GVWR due to Frame	90000		
GVWR due to Transmission	300000		
Vehicle GVWR Summary			
Calculated GVWR	64740		
Expected GVWR	64740		
<small>All weights displayed in pounds</small>			

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.

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TRUCK WEIGHT



VEHICLE SPECIFICATIONS SUMMARY - TRUCK WEIGHT

Model		M2112
Cab Size (829)	160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB	
Expected Front Axle(s) Load (lbs)		18740.0
Expected Pusher Axle(s) Load (lbs)		0.0
Expected Rear Axle(s) Load (lbs)		46000.0
Expected Tag Axle(s) Load (lbs)		0.0
Expected GVW (lbs)		64740
Expected GCW (lbs)		0.0
Wheelbase (545)	6275MM (247 INCH) WHEELBASE	
Pusher / Tag Axle (443)	NO PUSHER OR TAG AXLE	
Front Axle to Back of Cab (in)		112.795
Cab to Body Clearance (in)		3.0
Front Axle to Body (in)		115.795
Truck Configuration (AA3)	FIRE TANK/PUMPER - MAIN DRIVELINE DRIVEN SPLIT-SHAFT PTO/PUMP	
Body Length (ft)		22.0
Body Weight (lbs)		3600.0

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Body Horiz CG from Body Front (ft)	11.0
Body Front to Rear Axle(s) CL (ft)	10.94
Driver Weight (lbs)	500.0
Driver Horizontal CG from Front Axle (in)	40.2
Left-Hand Primary Fuel/Hydraulic Tank (204)	70 GALLON/264 LITER ALUMINUM FUEL TANK - LH
Left Fuel Tank Horizontal CG (in)	95.984
Right-Hand Primary Fuel/Hydraulic Tank (206)	NO RH FUEL TANK
Right Fuel Tank Horizontal CG (in)	0

TABLE SUMMARY - TRUCK WEIGHT

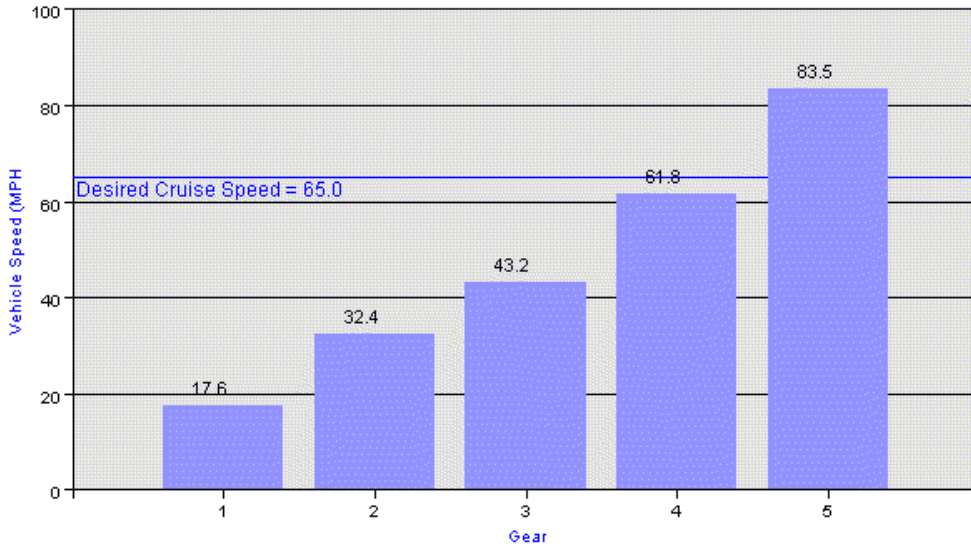
Item	Front(s)	Rear(s)	Total
Chassis Tare	10549	8079	18628
Fuel / Oil	336	222	558
Driver	419	81	500
Dealer Installed Options	0	0	0
Accessories Total	0	0	0
Body Tare	-11	3611	3600
Truck Tare Weight	11293	11993	23286
Payload Total	0	0	0
Calculated Axle Loads	11293	11993	23286
Expected Axle Loads / GVW	18740	46000	64740
GAWR / GVWR	18740	46000	64740
Payload CG From Front of Body		11 feet	
Payload CG From Front Axle		20.6 feet	
Payload Distribution		Variable	
All weights displayed in pounds			
Item	Front(s)	Rear(s)	Total
Chassis Tare	10549	8079	18628
Fuel / Oil	336	222	558
Driver	419	81	500
Dealer Installed Options	0	0	0
Accessories Total	0	0	0
Body Tare	-11	3611	3600
Truck Tare Weight	11293	11993	23286
Payload Total	0	0	0
Calculated Axle Loads	11293	11993	23286
Expected Axle Loads / GVW	18740	46000	64740
GAWR / GVWR	18740	46000	64740
Payload CG From Front of Body		11 feet	
Payload CG From Front Axle		20.6 feet	
Payload Distribution		Variable	
All weights displayed in pounds			

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OPERATING SPEED



Rear Axle Ratio = 4.10

Engine RPM = 2095

VEHICLE SPECIFICATIONS SUMMARY - OPERATING SPEED

Model	M2112
Cab Size (829)	160 INCH BBC HIGH-ROOF ALUMINUM CONVENTIONAL CREW CAB
Top Speed (mph)	83.5
Engine RPM	2094.7
Desired Cruise Speed (mph)	65.0
Engine (101)	DETROIT DD13 GEN 5 12.8L 450 HP @ 1625 RPM, 1900 GOV RPM, 1650 LB-FT @ 975 RPM
Governed RPM	1900
Transmission (342)	ALLISON 4000 EVS AUTOMATIC TRANSMISSION WITH PTO PROVISION
Rear Axle (420)	RT-46-160 46,000# R-SERIES TANDEM REAR AXLE
Number of Speeds	1
Rear Axle Gear Ratio(s)	4.10 REAR AXLE RATIO
Rear Tires (094)	MICHELIN XDN2 11R22.5 14 PLY RADIAL REAR TIRES
Revolutions per Mile	496
Auxiliary Transmission (352)	NO AUXILIARY TRANSMISSION
High Gear Ratio	N/A
Low Gear Ratio	N/A

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Transfer Case (373)

NO TRANSFER CASE

High Gear Ratio

N/A

Low Gear Ratio

N/A

TABLE SUMMARY - OPERATING SPEED

Transmission Gear	Transmission Gear Ratio	Overall Gear Ratio	Vehicle Speed (MPH)
1	3.51	14.39	17.6
2	1.91	7.83	32.4
3	1.43	5.86	43.2
4	1.00	4.10	61.8
5	0.74	3.03	83.5
Desired Cruise Speed (mph)			65.0
Engine RPM			2094
Rear Axle Ratio			4.10
*Blue background represents value input by user.			

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.

Prepared by: Will Pennings Deputy Fire Chief

Background: In order to maintain our commitment to the Capital Plan CFD is due to replace C2 a 2012 Chevrolet Tahoe this year. We have received pricing from Ranger Chevrolet who is the holder of the State Bid. The total cost of the Tahoe is as follows.

- Tahoe \$41,572.56
- Decals \$1,163
- Lights and Siren \$8,058.23

Total with build out is: \$50,793.79

At this point the Fire Department Relief association has voted to donate \$15,000.00 back to the City for this purchase. We are also expected to sell the 2012 Tahoe for \$10,000.00 making the impact on the Capital fund somewhere around \$25,000.00.

Having the quick response saves time on response giving Officers time to size up fires for incoming apparatus. It also mains a quick response which keeps our ISO rating low. Our current C2 is starting to show its age and costing us money and down time for repairs.

Fiscal Note:

Funds are currently in the Fire Department Capital Fund to absorb this additional expenditure.

Compatibility with Strategic Goals:

Core Strategy 2: Deliver exceptional public services

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

Recommendation: Approve purchase and build out of 2023 Tahoe "C2"



NORTH Country GM

**MN CONTRACT #
188973**

To handle the dynamic load of police pursuits, Chevrolet worked with Bridgestone to develop a pursuit-rated all-season tire. The Firestone Firehawk Pursuit tires, mounted to 20-inch steel wheels, were tested by Chevrolet at multiple race tracks and play a large role in the PPV's improved stopping distance, which has been reduced by 11 feet from 62 to 0 mph on dry surfaces compared to the 2020 model. PPV MODEL ONLY

Both PPV and SSV packages benefit from the SUV's completely new design, which offers class-leading interior space. The new Tahoe police-specific front seats provide additional hip room, allowing officers' utility belts to fit more comfortably. 2021 Tahoe police vehicles offer 70.3 cubic feet of cargo volume behind the second-row seat, which is 18.3 cubic feet more than the next largest pursuit-rated SUV competitor. Rear door openings are now 13 percent (3.5 inches) wider than the previous generation to ease the loading of handcuffed passengers.

The all-new independent rear suspension and longer wheelbase dramatically improve handling and ride smoothness for both civilian and law enforcement applications, particularly on uneven pavement and unpaved surfaces. The exterior design is based on the new Tahoe Z71 trim, which features a rugged front grille, higher approach angle and front skidplate.

2023 Tahoe SSV

Contact

Bob O'Hara

218-349-8955



Technology is more important than ever as officers can get work done while parked using an available 4G LTE Wi-Fi® Hotspot. Standard HD Rear Vision Camera and Rear Park Assist* can help officers prevent collisions when backing up, while standard Hitch Guidance* helps officers attach a trailer. Unlike pursuit-rated SUV competitors, Tahoe offers an available Rear Camera Mirror* to provide a wide, less obstructed view behind the vehicle compared to a traditional rearview mirror. It is especially helpful with police cabin obstructions like cargo partitions, passengers and K9 kennels common in police vehicles. New to 2021 Tahoe police vehicles is standard keyless entry and push-to-start ignition, which allow police officers to leave their keys on their belts for simpler and quicker use.*

New Standard feature is Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)A \$244.00 option on Ford Utility.

Rear Air and Heat needed for K-9's. A \$573.00 extra on Ford. Skid Plates are also all standard a \$315.00 upcharge. Dual Batteries system also standard and not available on the Ford Utility.

All-new 10-speed transmission with on-dash button selector creates more space for emergency equipment and upfits†

CUSTOMER INFORMATION	
CONTACT: WILL PENNINGS	
DEPARTMENT: CITY OF CAMBRIDGE	
PHONE: 763-552-3270	

	<u>GM ORDER # CDJKWM</u>			
	2023 CHEVROLET TAHOE 4X4 SSV (not pursuit rated)	CK10706		38,855.30
SUSPENSION PKG				
ZW7	Suspension Package, Premium Smooth Ride (Included and only available with (5W4) Special Service Vehicle.) (STD)	INC	X	INC
EMISSIONS				

FE9	Emissions, Federal requirements	STD	X	STD
ENGINE				
L84	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)	STD	X	STD
TRANSMISSION				
MQC	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select modes including tow/haul (STD)	STD	X	STD
GVWR				
C6H	GVWR, 7500 lbs. (3402 kg) (Standard on 4WD models with (L84) 5.3L EcoTec3 V8 engine	INC	X	INC
AXLE				
GU5	Rear axle, 3.23 ratio	INC	X	INC
PREFERRED EQUIPMENT GROUP				
1FL	Commercial Preferred Equipment Group Includes Standard Equipment	INC	X	INC
WHEEL TYPE				
PZX	Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) Bright Silver painted aluminum (STD)	STD	X	
RD4	Wheels, 20" x 9" (50.8 cm x 22.9 cm) painted aluminum with machine face and Argent Metallic pockets (Requires 4WD. Includes (XC1) 275/65R20SL all-season, blackwall tires unless (QAE) 275/60R20SL all-terrain, blackwall tires are ordered.)	\$ 704.00	X	704.00
TIRES				
QDF	Tires, 265/65R18SL all-season, blackwall (Standard with (PZX) 18" Bright Silver painted aluminum wheels only.) (STD)	STD		
XC1	Tires, 275/65R20SL all-season, blackwall (Included and only available with (RD4) 20" painted aluminum wheels with machine face and Argent Metallic pockets on 4WD model only.)	INC w/RD4		

QAE	Tires, 275/60R20SL all-terrain, blackwall (Available on 4WD model only. Requires (RD4) 20" painted aluminum wheels with machine face and Argent Metallic pockets.)	\$ 88.00	X	88.00
SPARE TIRE				
ZAK	ALL SEASON MATCHES HEIGHT 17"	INC	X	INC
PAINT SCHEME				
ZY1	Paint scheme, solid application	STD	X	STD
PAINT				
GNT	Radiant Red Tintcoat (Additional charge.)	\$ 435.60		-
GLU	Midnight Blue Metallic	N/C		-
G6N	Silver Sage Metallic	N/C		-
GJW	Empire Beige Metallic	N/C		-
GXD	Sterling Gray Metallic	N/C		-
GAZ	Summit White	N/C		-
GBA	Black	N/C		-
G6W	Dark Ash Metallic	N/C		-
TGK	Victory Red Special Paint	\$ 409.50	X	409.50
5T4	Victory Red Bumper Part to match (required with TGK red)	\$ 220.00	X	220.00
SEAT TYPE				
A50	Seats, front bucket (When ordered with (9C1) Police Vehicle OR (5W4) Special Service Vehicle, requires (PQA) 1FL Safety Package. Includes (D07) floor console.) Requires PQA Fleet Safety Pkg	\$ 308.00		-
AZ3	Seats, front 40/20/40 split-bench with Vinyl (1FL) or Premium Cloth (1FL and 1LS), 3-passenger, includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With (9C1) Police Vehicle or (5W4) Special Service Vehicle includes lockable storage compartment.) (STD)	STD	X	STD

SEAT TRIM				
H1T	Jet Black, cloth seat trim (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	STD	X	STD
RADIO				
IO5	Audio system, Chevrolet Infotainment 3 system, 8" diagonal color touchscreen AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)	STD	X	STD
ADDITIONAL EQUIPMENT - PACKAGE				
5W4	Identifier for Special Service vehicle includes (K47) high-capacity air cleaner, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power and vehicle signals for customer connection located at the center front floor, auxiliary battery circuit for customer connection located in the rear cargo area, (RC1) front skid plate, SEO (5J3) Surveillance Mode interior lighting calibration, (V53) delete luggage rack side rails, (ATD) third row seat delete and (NP0) active single-speed transfer case. *CREDIT*	INCL	X	INCL
PQA	1FL Safety Package includes (UEU) Forward Collision Alert, (UHX) Lane Keep Assist with Lane Departure Warning, (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking and (UE4) Following Distance Indicator (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (DRZ) Rear Camera Mirror.)	\$ 347.60	X	347.60
ADDITIONAL EQUIPMENT - MECHANICAL				
—	Capless fuel fill (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
WUA	Fascia, front high-approach angle (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
—	Power supply, 100-amp, auxiliary battery, rear electrical center (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC

	Power supply, 50-amp, power supply, auxiliary battery passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
NHT	Max Trailering Package includes (ZL6) Advanced Trailering Package and (V03) extra capacity cooling system (When ordered with (5W4) Special Service Vehicle, also includes (NQH) 2-speed active transfer case on 4WD models.)	N//A		-
Z92	Trailering Pkg Incl Receiver Hitch and wiring	STD	X	STD
ZL6	Advanced Trailering Package includes (JL1) trailer brake controller (Included and only available with (NHT) Max Trailering Package. Does not include (PZ8) Hitch Guidance with Hitch View or (U1D) Advanced Trailering System.)	N//A		-
KX4	Alternator, 250 amps (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
NQ0	Transfer case, active, single speed electronic Autotrac with rotary controls, includes neutral position for dinghy towing (Requires 4WD models. Included with (9C1) Police Vehicle, (5W4) Special Service Vehicle and (NHT) Maximum Trailering Package.)	INC	X	INC
NZZ	Skid Plate Package with (9C1) Police Vehicle or (5W4) Special Service Vehicle, includes frame-mounted shields, includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Requires 4WD models and a Fleet or Government sales order type. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
V76	Recovery hooks, 2 front, frame-mounted, Black (Standard on 4WD Commercial models. Available on 2WD, Police and Special Service models. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) and (5W4) vehicles include front fascia with recovery hook openings.)	\$ 44.00	X	44.00
ADDITIONAL EQUIPMENT - EXTERIOR				
	Door handles, body-color (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
	Exterior ornamentation delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC

—	Luggage rack, delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
<u>CWA</u>	Rear Camera Mirror Washer (Included and only available with (DRZ) Rear Camera Mirror.) Provides Vision from back of Vehicle N?A with PQA	Req DRZ		-
<u>DRZ</u>	Rear Camera Mirror, inside rearview auto-dimming with full camera display (When ordered with (9C1) Police Vehicle or (5W4) Special Service Vehicle, includes (CWA) Rear Camera Mirror Washer. Not available with (PQA) 1FL Safety Package.)	\$ 418.00		-
<u>AKP</u>	Glass, solar absorbing *CREDIT*	\$ (259.60)		-
<u>VK3</u>	License plate front mounting package	STD	X	STD
ADDITIONAL EQUIPMENT - INTERIOR				
—	Instrumentation, analog with certified 150 mph speedometer (PPV), 140 mph speedometer (Special Service), odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
—	Power outlets, 4 auxiliary, 12-volt includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
—	Theft-deterrent system, vehicle, PASS-Key III (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
<u>AMF</u>	Remote Keyless Entry Package includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 66.00	X	66.00
<u>ATD</u>	Seat delete, third row passenger (Deletes rear storage compartment and (AP9) rear cargo net. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.) *CREDIT*	INC	X	INC
<u>B30</u>	Floor covering, color-keyed carpeting	\$ 171.60		-
<u>B58</u>	Floor mats, color-keyed carpeted first and second row, removable (Included and only available with (B30) color-keyed carpeting, floor covering.)	\$ 70.40		-
<u>BTV</u>	Remote vehicle start	\$ 264.00	X	264.00
<u>D07</u>	Console, floor with storage area, cup holders and auxiliary jack (Included and only available with (A50) front bucket seats.)	\$ -		-

ADDITIONAL EQUIPMENT - SAFETY-MECHANICAL				
UHY	Automatic Emergency Braking (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA	X	Incl w/PQA
ADDITIONAL EQUIPMENT - SAFETY-INTERIOR				
—	Safety belts, 3-point, driver and front passenger in all seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
UE0	OnStar, delete (Requires a Fleet or Government sales order type. *CREDIT*	\$ (74.80)		-
UEU	Forward Collision Alert (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA	X	Incl w/PQA
UHX	Lane Keep Assist with Lane Departure Warning (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA	X	Incl w/PQA
ADDITIONAL EQUIPMENT - LPO				
VQK	LPO, Molded splash guards (dealer-installed) (Requires (BVE) Black assist steps.)	\$ 189.20	X	189.20
ADDITIONAL EQUIPMENT - OTHER				
SPECIAL EQUIPMENT OPTIONS				
UN9	Radio Suppression Package, with ground straps (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 83.60	X	83.60
UT7	Ground Studs, auxiliary, cargo area inside liftgate opening, left and right sides (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	STD	X	STD
01U	Special Paint	\$ -		-
6J3	Wiring, grille lamps and siren speakers (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 80.96	X	80.96
6J4	Wiring, horn and siren circuit (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 48.40	X	48.40
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Includes SEO (5J9) taillamp flasher calibration, Red/White and SEO (5LO) taillamp flasher calibration, Red/Red.)	STD	X	STD

<u>6J8</u>	White Left/White Right Whelen LED Lamp Package four ION light heads mounted in front grille and integrated Outer Edge Rear Pillar with six ION light heads. Original exterior D-pillar trim shipped loose for vehicle decommissioning.(Not available with SEO (6J9) Red Left/Red Right Whelen LED Lamp Package, SEO (6JE) Blue Left/Blue Right Whelen LED Lamp Package or SEO (6JG) Red Left/Blue Right Whelen LED Lamp Package.Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	N/A		-
<u>6J9</u>	Red Left/Red Right Whelen LED Lamp Package our ION light heads mounted in front grille and integrated Outer Edge Rear Pillar with six ION light heads. Original exterior D-pillar trim shipped loose for vehicle decommissioning.(Not available with SEO (6J8) White Left/White Right Whelen LED Lamp Package, SEO (6JE) Blue Left/Blue Right Whelen LED Lamp Package or SEO (6JG) Red Left/Blue Right Whelen LED Lamp Package.Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	N/A		-
<u>6JE</u>	Blue Left/Blue Right Whelen LED Lamp Package four ION light heads mounted in front grille and integrated Outer Edge Rear Pillar with six ION light heads. Original exterior D-pillar trim shipped loose for vehicle decommissioning.(Not available with SEO (6J8) White Left/White Right Whelen LED Lamp Package, SEO (6J9) Red Left/Red Right Whelen LED Lamp Package or SEO (6JG) Red Left/Blue Right Whelen LED Lamp Package.Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	N/A		-
<u>7X3</u>	Spotlamp, left-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (7X7) left and right-hand spotlamps.)	\$ 704.00		-
<u>7X2</u>	Spotlamps, left- and right-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (7X6) left-hand spotlamp.)	\$1,179.20		-
<u>9V2</u>	Exterior body colored parts, MSP Blue WA-5665. Provides front and rear fascia that will be MSP Blue, WA-5665 all other non-metal body parts will be the same as (TGK) special paint solid (Requires SEO (TGK) special paint solid and (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 242.00		-
<u>TGK</u>	Special Paint, Solid, one color All normally body colored non-sheet metal parts will be gloss Black. This includes front and rear fascias, liftgate handle, 'D' Pillars, mirrors and liftgate spoiler. Door handles will be flat Black. Body-side moldings will be deleted. May require extended lead time. (Requires (01U) Special Paint with any SEO paint selection.	\$ 396.00		-
<u>WX7</u>	Wiring, auxiliary speaker. For upfitter connection to front door and windshield pillar speakers. (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 52.80		-
<u>5T5</u>	Seats, front cloth and second row vinyl (Not available with (A50) front bucket seats.)	N/C	X	N/C

6C7	Lighting, red and white front auxiliary dome Red and white auxiliary dome lamp is located on headliner between front row seats (red is LED, white is incandescent). The auxiliary lamp is wired independently from standard dome lamp (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 149.60		-
"6E2	Key common, complete vehicle fleet provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package, (AU7) fleet common key and (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E8) complete vehicle fleet common key.)	\$ 22.00	X	22.00
"6E8	Key common, complete vehicle fleet provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E2) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package, (AU7) fleet common key and (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E2) complete vehicle fleet common key.)	\$ 22.00		-
6N5	Switches, rear window inoperative (rear windows can only operate from driver's position) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 50.16		-
6N6	Door locks and handles, inside rear doors inoperative (doors can only be opened from outside) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 54.56		-
5Y1	Seats, Driver and passenger front individual seats in cloth trim Power driver and passenger bucket seats in base cloth trim. Derived from RPO (AZ3) 40-20-40 split bench seat with the 20% section removed which also removes the auxiliary power outlet, USB port and input jack for audio system. Does not include a floor console. All exposed floor area will remain untrimmed. (Requires (AZ3) 40/20/40 split bench seat, trim code (H0U) Jet Black cloth.)	N/C		-
UTQ	Theft-deterrent system, content, disable the alarm and horn become non-functional in an attempt of theft to the vehicle	\$ 44.00		-
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete deletes standard Daytime Running Lamps and automatic headlamp control features (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 44.00		-

NEW	Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	STD	X	STD
T53	Lamps, alternate flashing Red & Blue rear compartment lid warning (visible when liftgate is open) and controlled by momentary liftgate mounted switch or ground wire (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$ 467.20		-
KERR	Required when Wiring or spotlights to be installed	\$ 150.00	x	150.00
	TOTAL COST PER UNIT			41,572.56



Emergency Equipment Connections, Inc

PO Box 56
Lindstrom, MN 55045

Estimate

Phone # 651-347-0303 emergencyequipmentinc@gmail.com

Date	Estimate #
1/8/2023	1605

Name / Address
Cambridge Fire Department 300 3rd Ave NE Cambridge, MN 55008

Project

Part #	Description	Qty	Rate	Total
	Gamber Johnson 2021+ Chevrolet Tahoe Wide Body Console Box Kit with Cup Holder	1	699.42	699.42T
	Gamber Johnson Console Side Armrest	1	119.60	119.60T
	Gamber Johnson Magnetic Base Cell Phone Holder	1	32.40	32.40T
	USB x2 and 12V power outlet Faceplate	1	79.89	79.89T
	Next Items in rear side windows		0.00	0.00
	Ion T series Lightheads - Red	2	109.80	219.60T
	T Series Ion - Blue	2	109.80	219.60T
	Whelen Ion Universal L bracket for Two Ion T series lights	2	18.99	37.98T
	Next Items next to License Plate-Rear- REMOVED per Customer 1/22/2023		0.00	0.00
	Magnetic Microphone holder kit	1	34.95	34.95T
	806-960MHZ low profile antenna (list \$43.53) Black in color	1	38.95	38.95T
	Ties, Connectors, Wire, Wire Loom, Chemicals, Sealants, Screws, thread locker etc		150.00	150.00T
	Gamber Johnson Equipment Storage Box for Electronics	1	439.80	439.80T
	Labor	32	49.95	1,598.40T

Subtotal			\$8,058.23
Sales Tax (0.0%)			\$0.00
Total			\$8,058.23



3240 Mike Collins Drive
 Eagan, MN 55121
 888-683-9665 Toll free
 651-683-9740 Fax

Quotation

Date	Estimate #
1/9/2023	295645

Bill To
Cambridge Fire Department Attn: Accounts Payable 300 Third Ave NE Cambridge, MN 55008

Ship To
Cambridge Fire Department Todd Tomczik 300 Third Ave NE Cambridge, MN 55008

Terms	Est. Delivery from art approval	Rep	Project Name
Net 30	TBD	Shawn	2023 Chevy Tahoe

Qty	Description	Price	Total
1	ULT-2004 Reflective kit for a Red 2023 Chevy Tahoe Unit Number C2 White & Black Color Scheme NEW Cambride Maltese 6" Tall on Fenders & 8" Tall on Tailgate LH Side (SAME AS MADE ON FIRE TRUCK FIRE on Tailgate Moved Up to Below the Windshield NO DIAL 911 Large Format Print All onto 3M 680 White Reflective with 8519 Clear Overlam	740.00	740.00
2	5 1/2" Tall x 9 1/2" Long Reflective Wavy American Eagle Head Flags for Quarter Panels (In Place of DIAL 911) 1 LH & 1 RH	24.00	48.00
1	4" Tall x 61 1/2" Long 3M 680 White Reflective Chevron Stripes for Tailgate Bottom	80.00	80.00
1	Install at Grafix Shoppe Date TBD	295.00	295.00

This estimate is based on plans and specifications provided at the time the estimate was given. Changes requested by the customer may cause a change in the quoted price. Freight will be added to the invoice unless other arrangements are made. This quote is valid for 30 days.

Authorization Signature and Date

X _____

Subtotal	\$1,163.00
Sales Tax (6.875%)	\$0.00
Total	\$1,163.00



Emergency Equipment Connections, Inc

PO Box 56
Lindstrom, MN 55045

Estimate

Date	Estimate #
1/8/2023	1605

Phone # 651-347-0303 emergencyequipmentinc@gmail.com

Name / Address
Cambridge Fire Department 300 3rd Ave NE Cambridge, MN 55008

Project

Part #	Description	Qty	Rate	Total
	2023 Chevrolet Tahoe Quote		0.00	0.00
	Next Items interior light dual color Lightbars Front and Rear and controller		0.00	0.00
	Siren Amp and 21 Button controller with WeCan® Port that Supports the Inner Edge® FST™, XLP and RST™ Series, WeCan® Lightbars, and a WeCan® External Amplifier (Not for Use with the CANEM16 Expansion Module	1	669.00	669.00T
	Whelen Duo We Can Inner Edge front Lightbar with 12 lamps including two take downs-Chev Tahoe 21+	1	1,249.60	1,249.60T
	Whelen WeCan rear Inner Edge Duo Color Red/Blue/Amber bar in rear window - 21 Tahoe	1	1,179.80	1,179.80T
	Next Items in Grill		0.00	0.00
	123db Siren Speaker, Nylon Composite	1	258.06	258.06T
	Whelen SA315 Speaker mount for 2021+ Tahoe	1	34.80	34.80T
	Whelen Ion Grill Bracket for two ION Series Lightheads	2	28.99	57.98T
	Whelen ION DUO Color Universal LED Light R/W	2	129.70	259.40T
	Whelen ION DUO Universal LED Light B/W	2	129.70	259.40T
	Next Items under mirrors		0.00	0.00
	Whelen IONV3 Blue light with Alley/TD lights	1	209.80	209.80T
	Whelen IONV3 Red with Alley/TD lights	1	209.80	209.80T
	Next Items in console area		0.00	0.00
			Subtotal	
			Sales Tax (0.0%)	
			Total	

Prepared By: Todd Schwab, Public Works/Utilities Director

Background:

The City is required by the Minnesota Pollution Control (MPCA) to poses a National Pollution Discharge Elimination System/State Disposal System (NPDES/SDS) Municipal Separate Storm Sewer System (MS4) permit. Within that permit is a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP is divided up into sections that are referred to as Minimum Control Measures (MCM). MCM 6 requires the City to have a Snow and Ice Management Policy. The League of Minnesota Cities (LMC), the City's Insurance Provider also strongly recommends having such a policy to avoid liability issues.

I have included a draft Snow and Ice Management Policy for your review.

Recommendation:

Adopt the City of Cambridge Snow and Ice Management Policy.

Included:

Snow and Ice Policy

City of Cambridge

Snow and Ice Management Policy

February 6, 2023

A. Purpose and Need for Policy

It is among the responsibilities of the City of Cambridge to manage snow and ice on City streets and certain sidewalks within the City's jurisdiction. Reasonable ice and snow control is necessary for routine travel and emergency services. The purpose of this document is to set policies for how the City will fulfill this responsibility and to identify those City officials and employees who are authorized to set subordinate policies and make judgments in the course of carrying out snow and ice management activities. This policy does not relieve operators of private vehicles, pedestrians, property owners, residents and all others that may be using public streets and/or public sidewalks, of their responsibility to act in a reasonable, prudent and cautious manner, given the prevailing conditions.

The city will attempt to provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns.

1. Public Safety

The safety of those traveling by motor vehicle, on foot and by other modes of transportation is of high priority. The goal of the City is to provide for surface conditions that are safe for travel in consideration of surrounding conditions or circumstances. Also, vehicles and personnel engaged in snow and ice management activity can increase the risk to the public by virtue of their presence on public ways during times when travel conditions and vision are impaired.

2. Personnel Safety

City personnel incur risk by their presence on public ways while managing snow and ice. The safety of City personnel as well is of the utmost importance.

3. Cost

City funds are limited and taxpayers require that they be spent cost-effectively. It is not possible to address all snow and ice issues simultaneously and completely. It is not practical to maintain equipment and personnel availability at a level that is sufficient for all circumstances.

4. Environment

Materials to maintain or improve surface traction contribute pollutants such as sand and chlorides to surface waters and to City storm water retention basins and other facilities, which in turn can increase the cost of maintaining those facilities. It is important not to use an excess of those materials. Chloride harms fish and other freshwater aquatic life and also negatively affects infrastructure, vehicles, plants, soils, pets, and wildlife, as well as impairs groundwater and drinking water supplies. Once in the water, chloride becomes a permanent pollutant and continues to accumulate in the environment over time. The data shows that chloride concentrations are increasing impairments to both surface waters and ground water across the state.

5. Priority Setting to Optimize Outcomes

Because considerations must be given to all factors, it is necessary to set priorities for snow and ice management activities. Considerations include, though not limited to, maintenance area classification and vehicle use level, need for emergency vehicle access, areas of known safety risk, reported conditions, costs, and impact on the environment.

6. Management/Professional/Technical Judgment

Policies and practices rest on management, professional, and technical knowledge, on prevailing weather and travel conditions and on other circumstances that operators encounter. As to important policy elements, the City Council cannot state a policy but instead must delegate the authority to establish and adjust the policy to the professional judgment and discretion of appropriate City personnel.

7. Need for Adaptability

Particularly with respect to effectiveness, cost and environmental consequences, snow and ice management is a realm of innovation. It is important that City policy allow personnel to maintain awareness of developments and allow for practices to be adjusted as appropriate. The public must practice due care given the continuously changing hazards presented by natural snow and ice concerns.

B. Snow and Ice Management Priorities

The City has classified city streets based on the street function, traffic volume and importance to the welfare of the community. Those streets classified as collectors will be plowed first. These streets are high volume routes, which connect major sections of the City and provide access for emergency fire, police, and medical services. The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets. The fourth priority are City owned parking lots.

During significant and severe storms, the City must be prepared to move personnel and equipment to maintain priority routes first. In fulfilling the need to have all priority streets safe and passable, when resources are limited, plowing of all other streets may be stopped at any time so resources can be shifted to priority routes.

Unforeseeable circumstances may cause delays in completing assigned plow routes. Such circumstances may include weather conditions that endanger the safety of operators and/or safe and effective operation of equipment, vehicle traffic, disabled vehicles, poor visibility conditions, parked cars along street, assistance to emergency response vehicles, equipment breakdown and personnel shortages.

C. Delegation of Authority

Authority with respect to snow and ice management decisions is delegated as follows:

1. City Administrator or delegated authority

The City Administrator or delegated authority will exercise general oversight of snow and ice management activities and will make recommendations to the City Council on staffing, purchases and funding as part of annual budgeting. The City Administrator or delegated authority will exercise responsibility with respect to declaring a Snow Emergency as well as personnel training.

2. The Public Works/Utilities Director or delegated authority

The Public Works/Utilities Director or delegated authority is authorized to establish subordinate policies and directives with respect to the following:

- a. Adjustments to snow and ice management priorities as listed in section B, above.
- b. Protocols and directives concerning the initiation and cessation of snow and ice management activities. Cessation protocols and directives will consider conditions that endanger employee or equipment safety, or that cause management activities to be ineffective.
- c. Protocols for application of salt and other means to preserve/reestablish traction. The Public Works/Utilities Director or delegated authority will give particular consideration to safety, environmental, and cost concerns, will maintain City awareness of best practices and innovations, and in his or her judgment will adjust protocols in accordance with such practices and innovations.

In making judgments underlying these actions, the Public Works/Utilities Director or delegated authority will give due attention to the considerations listed in section A, above. The Public Works/Utilities Director or delegated authority should consider providing for awareness of best practices, including those contained in the Winter Parking Lot and Sidewalk Maintenance Manual (MPCA, 2015), the Minnesota Snow and Ice Control Field Handbook for Snowplow Operators (Minnesota Local Road Research Board, 2012) and the current MPCA, MPDES, MS4 Stormwater Permit.

3. Operators

City personnel engaged in snow and ice management operations are authorized to adjust activities in accordance with Section B, above. Such personnel, in their judgment, also may adjust plowing and other operational methods and may implement hazard warnings, consistent with policies and directives set by The Public Works/Utilities Director or delegated authority. Operators are to use professional judgement and discretion to determine the best course of action to complete snow and ice management responsibilities under the circumstances, considering public and driver safety.

D. Service Delivery

The City of Cambridge believes that it is in the best interest of residents for the City to assume basic responsibility for control of snow and ice on City streets. Reasonable snow and ice control is necessary for routine travel and emergency services. The City will use City personnel, equipment and/or private contractors as may be necessary to provide this service.

In addition to the responsibility for public streets and alleys, the City provides snow removal and/or ice control for City owned parking areas.

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of City personnel and equipment. Factors that may delay snow and ice control operations include severe cold, significant winds, and limited visibility. The City desire is to schedules snow plowing events in 8-hour shifts. In severe snow or ice events, may be expected to work in excess of an 8-hour shift. For the safety of the public and personnel, the City will endeavor to limit snow and ice control operation to a 15-hour shift in any 24-hour period.

Typical criteria for decisions to dispatch response to snow and ice conditions are as follows:

- A. Snow accumulation of (3) inches or more
- B. Drifting snow that causes problems for travel
- C. Icy conditions that seriously affect travel
- D. Time of snowfall in relationship to heavy use of streets

It is the City's general intent to perform snow removal and ice control in such a manner that is complimentary to the existing seasonal on-street parking prohibition. Cambridge City Ordinance Chapter 71, Parking. Section 71.02, Restricted Parking During Snow Season states that "From November 1 through March 31 of each year, no vehicle shall be parked on any public street within the city limits, between the hours of 2:00 a.m. and 7:00 a.m." It is the City's intent to perform snow removal and ice control as safely as possible, and at such times as to minimize conflict with peak hour traffic periods. When practical, snow removal and/or ice control operations shall be optimized to minimize conflict with heavy traffic and on-street parked vehicles. Specialized operations, such as "widening streets" large accumulations of snow along the edges of streets should occur during daylight hours.

E. Training

It is important that personnel involved in snow and ice management activities receive appropriate training to inform their operational capacities and the judgement that they must exercise in performing their responsibilities. The Public Works/Utility Director or designee is delegated the authority to determine and provide for appropriate training and tasked to inform the City Council of training funding needs during budgeting. The Public Works/Utilities Director or designee will consider training for other City personnel who may not have specific responsibilities for snow and ice management but whose awareness and coordination is important to the City's efforts.

F. Snow Emergency

In addition to ordinary overnight on-street parking prohibitions, the City may declare a Snow Emergency, at which time the City will notify residents via radio, newspaper, public posting, social media, Isanti County Sheriff (Everbridge), or other reasonable means of notification. During this typical 5-hour period all on-street parking will be prohibited, and authorized City employees or agents can order tagging and/or towing of illegally parked vehicles.

G. Property Damage

Snow plowing and ice control operations can cause property damage even under the best of circumstances and even when care is exercised by operators. The major types of damage are to improvements in the area of City right-of-way that typically extends approximately 10-15 feet beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalk and other City uses. If a mailbox, conforming to US Postal Service requirements (Exhibit A) is damaged due to direct contact by City-owned snow removal vehicle or equipment, the city, at its option, will repair or replace at a cost not to exceed \$50.00 per address per year.

Damage to fences, trees, irrigation systems and other structures will not be repaired or replaced by the City if they fall within the City right-of-way. Turf areas that are scraped or gouged by City equipment will be repaired by top dressing and seeding the following spring. Residents are requested to assist by watering the areas that were repaired.

The City assumes no responsibility for damage of any trash containers that are placed on the street side of the curb. Trash containers need to remain behind the curb to achieve curb to curb plowing.

H. Deviation of Policy

If a person with delegated authority determines that deviation from this policy is in the best interests of the City, or that a change is needed, the deviation will be documented. Documentation includes identifying: the cause, why the response was necessary, and how long the deviation will be in effect.

I. Review and Modification of Policy

The Public Works/Utilities Director, Assistant Public Works Director, and Public Works Maintenance Staff will review this policy annually and recommend modifications as conditions change.

J. Assuming Responsibility for Private Roadways, Parking Areas, Sidewalks, and Trails

The City is not responsible for snow and ice management on any roadway or parking area not owned by or dedicated to the City, except as may be provided in a legally binding, written acceptance of that responsibility in the context of a development approval or otherwise.

Sidewalks and trails: The City generally provides winter maintenance on designated public sidewalks and trails. The types of winter maintenance are typically sweeping, plowing, snow blowing. The city may also elect not to provide winter maintenance on portions of the sidewalk and trail system for various winter recreational activities.

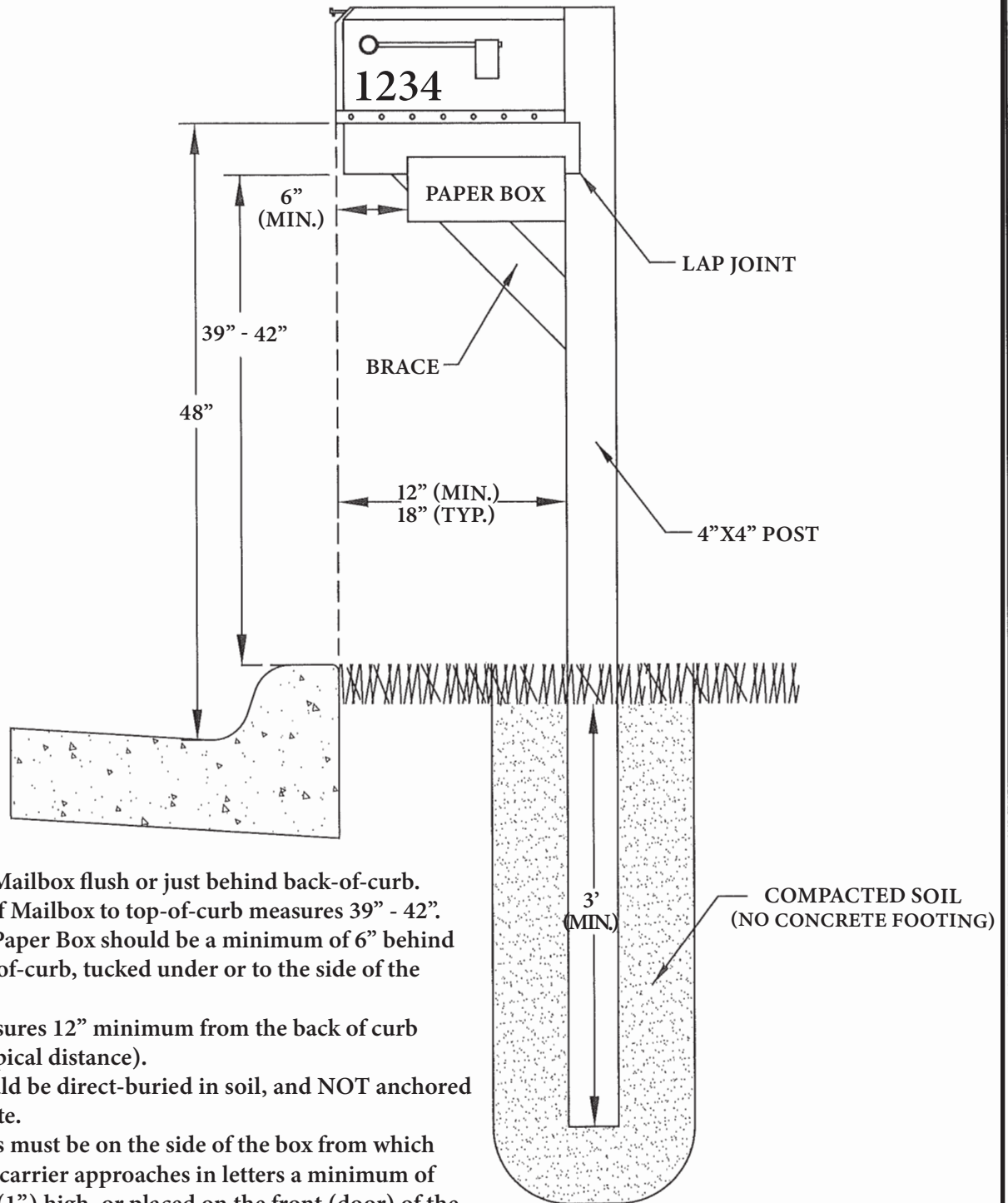
K. No Rights Created

This policy is for internal use only in order to specify the policies and distribution of authority for snow and ice management. The policy is for the benefit of serving the general public and not for the benefit of any individual or specific group of individuals. It is not intended to and does not create any right or expectation in any third party. The City Council may amend this policy or make exceptions to it as it deems appropriate.

L. Disclaimer

The City will begin snow and ice management as soon as reasonably possible. Cold, wind, visibility limitations, equipment failure or disability, rapid snow and ice accumulation, and/or other unforeseen conditions or emergencies may prevent safe or effective management and cause delays in operations.

Exhibit "A"



1. Front of Mailbox flush or just behind back-of-curb.
2. Bottom of Mailbox to top-of-curb measures 39" - 42".
3. Front of Paper Box should be a minimum of 6" behind the back-of-curb, tucked under or to the side of the mailbox.
4. Post measures 12" minimum from the back of curb (18" is typical distance).
5. Post should be direct-buried in soil, and NOT anchored in concrete.
6. Addresses must be on the side of the box from which the letter carrier approaches in letters a minimum of one inch (1") high, or placed on the front (door) of the mailbox.

Prepared by: Todd S. Schuster – Chief of Police

Background:

With the resignation of Officer Jesse Peck that was accepted earlier tonight and the position that was created during the 2023 budgeting process, we currently have 2 open Police Officer positions.

I would first like to thank the council to have the foresight to acknowledge that with the city’s growth, so will the demands for police services and realize that steady growth of the PD is more manageable than trying to play “catch up”.

I am asking tonight that council give staff the permission to begin a hiring process to fill the 2 current vacancies and create an eligibility list for any future opening if quality candidates are identified.

Compatibility with Core Strategies and Strategic Objectives:

Core Strategy #2: Deliver Exceptional Public Services

*Maintain proper staffing levels in all departments

Fiscal Note:

These positions are already budgeted for

Recommendation:

Allow staff to advertise for and begin a hiring process for our 2 current vacancies

Attachments:

N/A

Prepared by: Marcia Westover, Community Development Director

Background/Overview

The Cambridge Medical Center Replacement Campus project is proposed by Allina Health System. The proposal is to replace the existing hospital/medical center with a new hospital/medical center on a 57.3 acre site located on the west side of Xylite Street NE, ¼ mile north of Highway 95. The project will consist of a new 260,000 square foot hospital with future expansion of up to 327,000 square feet and three (3) stories high. In addition, other out-buildings (offices, community uses, etc.) are planned but dependent upon future needs. The overall potential building area is 398,000 square feet total.

As part of the Cambridge Medical Center Replacement Campus project, an Environmental Assessment Worksheet (EAW) was required. The EAW was developed to assess the impacts of the project in order to determine if an Environmental Impact Statement (EIS) is needed. The EAW was filed with the Minnesota Environmental Quality Board (EQB) and circulated for review and comments.

We received two comments back from agencies. Based upon our extensive review of the project and the comments received we find that the environmental effects of the project are minimal. The extent of the environmental effects is minimal due to the fact the project proposed will implement Best Management Practices (BMP's) for stormwater management, and the project does not have the potential for significant environmental effects. The impacts of the project will be regulated by state and local agencies and controlled with preventative measures.

Based on this information and the attached Findings of Fact and Conclusions, the EAW is adequate and a negative declaration is made on the need for an EIS (no EIS needed).

Core Strategy Compatability #7

The hospital replacement project demonstrates the City providing diverse amenities for a high quality of life; keep growing existing businesses and enticing new businesses.

Fiscal Note

This has no cost to the City.

Council Action

Motion to determine that the EAW for the Cambridge Medical Center Replacement Campus project is adequate, accept the Findings of Fact, and make a negative declaration on the need for an EIS.

Attachments

1. Resolution R23-009
2. Findings of Fact & Conclusions

Resolution No. R23-009

RESOLUTION FINDING A NEGATIVE DECLARATION ON THE NEED FOR AN ENVIRONMENTAL IMPACT STATEMENT (EIS) FOR THE CAMBRIDGE MEDICAL CENTER REPLACEMENT CAMPUS PROJECT AND APPROVAL OF DISTRIBUTION OF NOTICE OF DECISION

WHEREAS, the City of Cambridge is the Responsible Governmental Unit (RGU) for the Cambridge Medical Center Replacement Campus project, herein referred to as the "project"; and,

WHEREAS, Minnesota Rule 4410.4300 Subp. 14 (B) requires that an Environmental Assessment Worksheet be prepared for the project; and,

WHEREAS, an Environmental Assessment Worksheet (EAW) has been prepared as part of the state environmental process to fulfill the requirements of Minnesota Statute 116D, and has been circulated for review and comment; and,

WHEREAS, based on the information contained in the Cambridge Medical Center Replacement Campus EAW and comments received on the EAW, findings of fact include:

The extent of the environmental effects is minimal due to the fact that the project proposer will implement Best Management Practices (BMP's) for stormwater management, and the project does not have the potential for significant environmental effects.

The anticipated environmental effects are subject to mitigation as required by ongoing regulatory authorities.

The extent of the environmental effects can be anticipated and controlled with the result of experience with similar projects and preventative measures.

WHEREAS, no regulatory reviewing agencies indicate a need for an EIS; and,

WHEREAS, based on criteria in Minnesota Rule 4410.1770, the project does not have significant environmental effects:

NOW, THEREFORE, BE IT RESOLVED, that the EAW for the project is adequate and a negative declaration is made on the need for an EIS.

BE IT FURTHER RESOLVED that the Cambridge City Council approves the distribution of the Notice of Decision documenting this decision.

Adopted this 6th day of February, 2023

James Godfrey, Mayor

ATTEST: _____
Evan C. Vogel, City Administrator

**FINDINGS OF FACT
And
CONCLUSIONS**

**Cambridge Medical Center Replacement Campus
Cambridge, MN**



Prepared by:

City of Cambridge

February 2023

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FINDINGS OF FACT AND CONCLUSIONS

Cambridge Medical Center Replacement Campus

Located in:
City of Cambridge, Isanti County

1.0 ADMINISTRATIVE BACKGROUND

The City of Cambridge is the Responsible Governmental Unit, while Allina Health System is the project proposer for the Cambridge Medical Center Replacement Campus project. An Environmental Assessment Worksheet (EAW) has been prepared for this project in accordance with Minnesota Rules Chapter 4410. The EAW was developed to assess the impacts of the project and other circumstances in order to determine if an Environmental Impact Statement (EIS) is indicated.

The EAW was filed with the Minnesota Environmental Quality Board (EQB) and circulated for review and comments to the required EAW distribution list on December 20, 2022. A press release was distributed to the Isanti-Chisago County Star newspaper. A notice was also listed on the city's webpage at www.ci.cambridge.mn.us. These notices provided a brief description of the project and information on where copies of the EAW were available, and invited the public to provide comments that would be used in determining the need for an EIS on the proposed project. A copy of the EAW was given electronically to the East Central Regional Library. A copy was available for public review at Cambridge City Hall. Comments were received through Thursday, January 19, 2023. All comments received during the EAW comment period were considered in determining the potential for significant environmental impacts. Comments received during the comment period, and responses to the comments are provided in Appendix A. Additional information pertaining to the publication of the EAW is also located in Appendix A.

2.0 PROJECT DESCRIPTION

Allina Health System has proposed to replace their existing hospital/medical center with a new hospital/medical center on a 57.3 acre site located on the west side of Xylite Street NE, ¼ mile north of Highway 95. The project will consist of a new 260,000 square foot hospital with future expansion of up to 327,000 square feet and three (3) stories high. In addition, other out-buildings (offices, community uses, etc.) are planned but dependent upon future needs. The overall potential building area is 398,000 square feet total.

A complete description of the project was included in the EAW.

EAW Corrections or Project Changes Since the EAW was Published

- No substantial design changes have occurred since the publication of the EAW. A copy of the preliminary layout is presented in Appendix B.

3.0 DECISION REGARDING NEED FOR ENVIRONMENTAL IMPACT STATEMENT

Type, Extent, and Reversibility of Impacts

The City of Cambridge finds that the analysis completed for the EAW is adequate to determine whether the project has the potential for significant environmental effects. The EAW described the type and extent of impacts anticipated to result from the proposed project. This Findings of Fact and Conclusions (FOF&C) document provides clarifications and additional information since the EAW was published. Following are the findings regarding potential environmental impacts of the proposed project and the design features included to avoid, minimize, and mitigate these impacts:

Building Footprint and Developable Land

The 57.26 acres of land is a mix of undeveloped cropland with four homes that will be removed. The use will be a new medical center campus comprising 22.82 acres of land with impervious surface, or approximately 40% impervious coverage. A Special Overlay District was allowed to provide special protections to offset the impervious coverage and protect public water 30-160W. The volume of runoff generated by the increased impervious surfaces will be managed through on-site measures such as infiltration, storage, reuse, or other volume control measures. In addition, a 75-foot natural riparian buffer and 50' wetland buffer will be retained in perpetuity. The medical center is an appropriate use in this professional medical zoning designation with its proximity to Highway 65, Highway 95, and near the existing Business and Industrial districts in the City. These considerations meet the city's ordinance.

Fish, Wildlife, and Ecologically Sensitive Resources

Certain environmental effects of this project include a loss of agricultural land, grassland and some sparsely wooded areas. These would all be improved to allow the medical center campus. Wildlife on the site is likely limited to species that have adapted to disturbed and developed lands such as gophers, squirrels, mice, other small mammals, and native birds.

The site will be replaced with and be sensitive to new landscaping and trees to benefit the natural habitat. The majority of the wooded area surrounding the wetlands is planned to be preserved. Wetlands and waterways will stay protected with specific buffers.

Blanding's turtles use upland areas near wetlands and waterbodies for nesting and other activities. This project has the potential to impact Blanding's turtles through habitat disturbance.

To reduce and avoid potential impacts to the species, the project proposer will avoid aquatic impacts during hibernation season, use erosion control blanket's with "bio-netting or natural netting" in lieu of plastic netting, and avoid mulch products that contains synthetic plastic fibers. In addition, the project proposer will thoroughly inspect areas prior to construction activity, monitor and report sightings to the DNR, remove turtles by

hand if in imminent danger, and provide a Blanding's turtle flyer to all contractors working in the area.

These efforts and others are intended to minimize and mitigate potential impacts to fish, wildlife, and ecologically sensitive resources present in the study area.

Erosion and Water Quality/Stormwater Management

Erosion and sedimentation of all exposed soils within the project corridor will be minimized by employing best management practices (BMPs) during construction. The project proposer understands the sensitivity of the existing unnamed lake 30-160W and the wetlands. Stormwater management will be required through the City's regulations and as required by the Minnesota Pollution Control Agency's (MPCA) National Pollutant Discharge Elimination System (NPDES) Permit. Detention/Retention ponds, infiltration/filtration ponds and other site BMP's will be designed to collect stormwater runoff and provide rate control, volume control and water quality treatment. All treatment will be on-site.

As required by the NPDES permit a Stormwater Pollution (SWPPP) is required to describe the nature of the construction activity, address sediment and pollutants, and identify personnel to oversee implementation of the plan. The SWPPP will include perimeter silt fencing, redundant silt fencing along wetlands, temporary sediment ponds, erosion blankets and re-establishing vegetation within 14 days of grading completion. It is not anticipated that this project will negatively affect downstream water bodies.

The project proposer is aware of the increase of impervious surface causing potential excessive chloride use on-site. The on-site winter maintenance staff will be encouraged to participate in the chloride use training courses (i.e. Smart Salting) offered through the MPCA. The City of Cambridge staff has already begun this training and will encourage this project proposer to create a chloride management plan.

Visual Aesthetics

The natural growth of the City along Highway 65 and Highway 95 is projected to be urban in nature and infill with commercial, industrial, and high-end users such as the proposed medical center. It is expected that the future visual aesthetics will change and foster urban related development. This land will change from agricultural cropland to a landscape with buildings and parking lots. The view will be consistent with the commercial and industrial existing to the north and south. The anticipated change of these visual effects is normal and expected.

4.0 CONCLUSIONS

1. All requirements for environmental review of the proposed project have been met.
2. The EAW and the initial development processes related to the project have generated information which is adequate to determine whether the project has the potential for significant environmental effects.

3. Areas where potential environmental effects have been identified will be addressed during the final design of the project. Mitigation will be provided where impacts are expected to result from project construction, operation, or maintenance. Mitigative measures will be incorporated into project design, and have been or will be coordinated with state and federal agencies during the permit processes.
4. Based on the criteria in Minnesota Rules part 4410.1700, the project does not have the potential for significant environmental effects.
5. An Environmental Impact Statement (EIS) is not required for the proposed Cambridge Medical Center Replacement Campus Project.

City of Cambridge

Date

APPENDIX A

EAW COMMENTS & RESPONSES

EQB NOTICE OF AVAILABILITY

LOCAL MEDIA PRESS RELEASE

Agency and Public Comments

A total of two agency comments were received during the EAW comment period. Consistent with state environmental review rules, responses have been prepared for all substantive comments submitted during the comment period. Written responses have been provided for comments pertaining to analysis conducted for and documented in the EAW.

Comments and Responses

Copies of comments submitted by the following governmental agencies are included on the following pages.

- Minnesota State Historic Preservation Office
- Minnesota Department of Natural Resources

APPENDIX B

PRELIMINARY LAYOUT



January 25, 2023

Marcia Westover
Community Development Director
City of Cambridge
300 3rd Ave. NE
Cambridge, MN 55008
mwestover@ci.cambridge.mn.us

Re: CAMBRIDGE MEDICAL CENTER REPLACEMENT CAMPUS
EAW – Response to Comments

Dear Marcia:

The following provides responses to the comments received from the 30-day comment period for the EAW.

CAMBRIDGE MEDICAL CENTER REPLACEMENT CAMPUS
EAW Comments

I. INTRODUCTION

An Environmental Assessment Worksheet (EAW) was prepared for the Cambridge Medical Center Replacement Campus project pursuant to Minnesota Rules Parts 4410.0200 to 4410.7500. The EAW was published in the EQB Monitor and distributed on December 20, 2022. The comment period ended on January 19, 2023.

The following provides a summary of written comments and responses.

II. COMMENTS RECEIVED

Written comments were received from the following agencies:

- Minnesota Department of Natural Resources (DNR)- email dated January 19, 2023
- Minnesota State Preservation Office- email dated January 10, 2023

III. RESPONSE TO COMMENTS

The following responses to comments are arranged according to commenting agency. Responses are confined mostly to substantive issues addressing the accuracy and completeness of the material contained in the EAW, and potential impacts that may warrant further investigation. Recommendations and statements not relating to these issues have been duly noted for the record but are not necessarily addressed in the responses.

A. Minnesota Department of Natural Resources

Comment: 1. Page 8, Zoning; Page 12, Surface Waters. Please note that the recently adopted Ordinance 758 regarding Special Overlay District for Public Water Unnammed Basin 30-180 (attached) requires that a 75 foot natural riparian buffer be maintained or restored. The EAW states in multiple sections as well as project figures that a wetland buffer of 50 feet will be implemented for the project, which is not consistent with the 75 foot requirement in the new ordinance.

Response: The project site plan layout and design will be revised to conform to the 75 foot required buffer.

Comment 2. Page 11, Stormwater. The significant increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into local lakes and streams does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this [website](#). Many winter maintenance staff who have attended the Smart Salting training – both from cities and counties and from private companies – have used their knowledge to reduce salt use and save money for their organizations.

We encourage local governments to request that project proposers who wish to significantly increase impervious surfaces develop a chloride management plan that outlines what BMP's and strategies will be used to reduce chloride use within the project area, and then tie that plan to City O&M agreements. We also encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Here are some educational resources for residents as well as a sample ordinance regarding chloride use.

Response: Thank you for the comment and providing additional information and resources to consider. Excessive chloride use is a potential impact to the environment. The use of chloride for pedestrian safety concerns is inevitable. However, the hospital's winter maintenance staff will be encouraged to participate in the chloride use training courses. Winter maintenance can also pursue the use of friendly, eco-sensitive alternatives to chlorides.

Comment: 3. Page 11, Stormwater. We recommend that BWSR-approved, weed-free, native seed mixes be used to the greatest degree possible in stormwater features and development landscaping in order to provide pollinator habitat. Native plants require less irrigation and soil inputs than traditional landscaping and help to protect water quality.

Response: The project landscape plan and site restoration plans will incorporate BWSR-approved, weed-free, native seed mixes.

Comment: 4. Page 11, Stormwater. Blanding's turtles, a protected state-listed threatened species, have been documented in the vicinity of the project. Stormwater features may be colonized by Blanding's turtles in the area, therefore we recommend incorporating measures to avoid impacting this species into stormwater management. In years when the stormwater features will be dredged to remove excess sediment, please draw down water levels by September 15th in order to allow turtles to find overwintering habitat elsewhere.

Response: Section 13. Fish, wildlife, plant communities, and sensitive ecological resources (rare features) helps respond to this issue. It lists Blanding's turtles being documented in the project vicinity. Appendix E provides fact sheets listing recommendations for avoiding and minimizing impacts to the turtles. A flyer is also included which will be encouraged to be handed out to Contractors during construction and eventually to the hospital staff for future encounters. The recommendation for scheduling pond maintenance activities will be forwarded to the hospital staff.

B. Minnesota State Historical Preservation Office

*Comment: Based upon our review of the project information, we conclude that there are **no properties** listed in the National or State Registers of Historic Places, and no known or suspected archaeological properties in the area that will be affected by this project.*

However, according to the Office of the State Archaeologist's site inventory portal, the Hans Larson Private Cemetery has been identified in the project vicinity. We recommend that you consult with the Office of the State Archaeologist (OSA) due to the presence of this cemetery, per Sec. 307.08 of the Minnesota Private Cemeteries Act.

Response: The project proposer will investigate city records and OSA, if necessary, to identify the location of the private cemetery.

Loucks understands that you will prepare the Findings of Fact and the need for an EIS to be reviewed and approved by the City.

If you have any questions or need additional information, please contact us.

Sincerely,
LOUCKS



Todd McLouth, PE
Associate Engineer

File: 22212.0

Division of Ecological and Water Resources
Region 3 Headquarters
1200 Warner Road
Saint Paul, MN 55106

Transmitted by Email

January 19, 2023

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

Dear Marcia Westover,

Thank you for the opportunity to review the Cambridge Medical Center Replacement Campus Environmental Assessment Worksheet (EAW) in Isanti County. The DNR respectfully submits the following comments for your consideration:

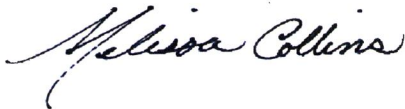
1. Page 6, Zoning; Page 12, Surface Waters. Please note that the recently adopted Ordinance 756 regarding Special Overlay District for Public Water Unnamed Basin 30-160 (attached) requires that a 75 foot natural riparian buffer be maintained or restored. The EAW states in multiple sections as well as project figures that a wetland buffer of 50 feet will be implemented for the project, which is not consistent with the 75 foot requirement in the new ordinance.
2. Page 11, Stormwater. The significant increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into local lakes and streams does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this [website](#). Many winter maintenance staff who have attended the Smart Salting training — both from cities and counties and from private companies — have used their knowledge to reduce salt use and save money for their organizations.

We encourage local governments to request that project proposers who wish to significantly increase impervious surfaces develop a chloride management plan that outlines what BMP's and strategies will be used to reduce chloride use within the project area, and then tie that plan to City O&M agreements. We also encourage cities and counties to consider how they may participate in the [Statewide Chloride Management Plan](#) and provide public outreach to reduce the overuse of chloride. Here are some [educational resources](#) for residents as well as a [sample ordinance](#) regarding chloride use.

3. Page 11, Stormwater. We recommend that BWSR-approved, weed-free, native [seed mixes](#) be used to the greatest degree possible in stormwater features and development landscaping in order to provide pollinator habitat. Native plants require less irrigation and soil inputs than traditional landscaping and help to protect water quality.
4. Page 11, Stormwater. Blanding's turtles, a protected state-listed threatened species, have been documented in the vicinity of the project. Stormwater features may be colonized by Blanding's turtles in the area, therefore we recommend incorporating measures to avoid impacting this species into stormwater management. In years when the stormwater features will be dredged to remove excess sediment, please draw down water levels by September 15th in order to allow turtles to find overwintering habitat elsewhere.

Thank you again for the opportunity to review this document. Please let me know if you have any questions.

Sincerely,



Melissa Collins

Regional Environmental Assessment Ecologist | Ecological and Water Resources

Minnesota Department of Natural Resources

Phone: 651-259-5755

Email: melissa.collins@state.mn.us

CC: Josh Shepherd, Allina Health System

Bruce Larson, BWBR Architects

Equal Opportunity Employer

ORDINANCE 756

TITLE XV LAND USE, CHAPTER 154 SHORELAND MANAGEMENT, AMENDING § 154.002 GENERAL PROVISIONS AND DEFINITIONS, § 154.004 SHORELAND CLASSIFICATION SYSTEM AND LAND USE DISTRICTS, and § 154.005 ZONING AND WATER SUPPLY/SANITARY PROVISIONS

The Cambridge City Council hereby amends and adds the following language in Title XV Land Use, Chapter 154 Shoreland Management:

§ 154.002 GENERAL PROVISIONS AND DEFINITIONS

(G) Definitions. Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this chapter its most reasonable application. For the purpose of this chapter, the words “must” and “shall” are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

Medical Services. Any inpatient and outpatient service such as physician services, nurse and therapist services, dental services, hospital services, skilled nursing facility services, and rehabilitation services.

§ 154.004 SHORELAND CLASSIFICATION SYSTEM AND LAND USE DISTRICTS

(A) Shoreland classification system. The public waters of the City of Cambridge have been classified below consistent with the criteria found in Minnesota Regulations, Part 6120.3300, and the Protected Waters Inventory Map for Isanti County, Minnesota.

(2) Lakes.

Name	Class	Section	Township	Range	Protected Waters Inventory ID #	Area (Acres)	Water Level
<u>Unnamed</u>	<u>NE</u>	<u>28</u>	<u>36</u>	<u>23</u>	<u>30-160</u>	<u>21</u>	<u>Undetermined</u>
NE - Natural Environment RD - Recreational Development							

(B) Land use district descriptions.

(2) The land use districts provided below, and the allowable land uses therein for the given classifications of waterbodies, shall be properly delineated on the official zoning map for the shorelands of this community. These land use districts are in conformance with the criteria specified in Minnesota Regulation, Part 6120.3200, Subp. 3:

(a) Land use districts for lakes.

	<i>Recreational Development Lakes</i>	<i>Natural Environment Lakes</i>
General Use District Uses (GD)		
Commercial Uses as follows:		
<u>Commercial</u>	<u>P</u>	<u>C</u>
<u>Medical Services</u>	<u>C</u>	

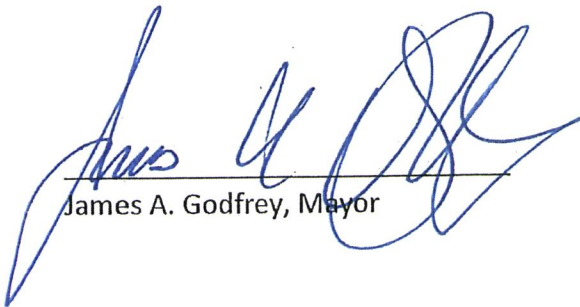
§ 154.005 Zoning and Water Supply/Sanitary Provisions

(K) Special Overlay District for Public Water Unnamed Basin 30-160

- (1) The purpose of the special overlay district is to allow uses and zoning standards normally allowed in a Recreational District RD lake while providing for special protections to offset these uses and zoning standards to protect this Natural Environment classified lake.
- (2) Uses. All permitted and conditional uses allowed in lakes classified as RD shall be allowed on Unnamed Basin 30-160.
- (3) Zoning standards. All zoning standards for lakes classified as RD shall apply including a 25% impervious surface limit. However, impervious surfaces may exceed this amount if the volume of runoff generated from impervious surface exceeding 25% be managed through on-site volume control measures such as infiltration, storage, reuse, or other volume control measures.
- (4) A 75 foot natural riparian buffer shall be retained, or restored if one doesn't exist, in perpetuity. The city will require restoration of the buffer if it is not maintained. These standards shall be conditions of approval for all zoning permits.

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Cambridge City Council this 7th day of November, 2022, after complying with the statutory notice requirements contained in Minnesota Statutes §415.19.



James A. Godfrey, Mayor

ATTEST:



Evan C. Vogel, City Administrator

Date of Publication: November 17, 2022

Summary Publication

Ordinance 756 amends Title XV Land Use, Chapter 154 Shoreland Management by adding unnamed lake 30-160 to the lake classification table, adding the definition of medical services, adding Commercial and Medical Services uses to the general district uses, and adding a special overlay district for public water unnamed basin 30-160.

ATTEST:



Evan C. Vogel
City Administrator

January 10, 2023

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

RE: EAW – Cambridge Medical Center Replacement Campus
T36 R23 S28, Cambridge, Isanti County
SHPO Number: 2023-0594

Dear Marcia Westover:

Thank you for providing this office with a copy of the Environmental Assessment Worksheet (EAW) for the above-referenced project.

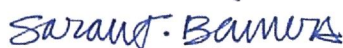
Based on our review of the project information, we conclude that there are **no properties** listed in the National or State Registers of Historic Places, and no known or suspected archaeological properties in the area that will be affected by this project.

However, according to the Office of the State Archaeologist's site inventory portal, the Hans Larson Private Cemetery has been identified in the project vicinity. We recommend that you consult with the Office of the State Archaeologist (OSA) due to the presence of this cemetery, per Sec. 307.08 of the Minnesota Private Cemeteries Act.

Please note that this comment letter does not address the requirements of Section 106 of the National Historic Preservation Act of 1966 and 36 CFR § 800. If this project is considered for federal financial assistance, or requires a federal permit or license, then review and consultation with our office will need to be initiated by the lead federal agency. Be advised that comments and recommendations provided by our office for this state-level review may differ from findings and determinations made by the federal agency as part of review and consultation under Section 106.

Please contact Kelly Gragg-Johnson, Environmental Review Program Specialist, at 651-201-3285 or kelly.graggjohnson@state.mn.us if you have any questions regarding our review of this project.

Sincerely,



Sarah J. Beimers
Environmental Review Program Manager

cc: Jennifer Tworzynski, Office of the State Archaeologist

EQB Monitor

Weekly announcements and environmental review notices

Volume 46, Number 51

December 20, 2022

Announcements

Apply now to be EQB executive director

We are hiring to fill the Environmental Quality Board (EQB) executive director position. This role provides executive leadership and direction to the board and staff and collaborates with diverse individuals and organizations on water, climate, and other issues to improve environmental quality in Minnesota. Application deadline is December 30. Find more information and apply on the State of Minnesota's [Careers website](#) (Job ID #61055).

We are hiring!

m MINNESOTA
ENVIRONMENTAL QUALITY BOARD

Revised environmental assessment worksheet (EAW) form approved

At the December meeting, Environmental Quality Board members voted unanimously to support the chair in replacing the existing environmental assessment worksheet (EAW) form with the revised version that incorporates climate information. EQB piloted the revised version over the course of 2022. The chair formally approved the EAW form, which means all responsible governmental units (RGUs) are required to use the updated form for projects that begin after December 14, 2022. Projects started before this date that are not already using the updated form may continue with the prior approved form. The updated form can be found on the [EAW process webpage](#) in both PDF and Microsoft Word formats.

REQUIRED PUBLIC NOTICES



Environmental review project notices

EQB publishes environmental review notices provided by responsible governmental units. For more information on a project undergoing environmental review, click on the individual project links below. You can also find information about active projects in your community on the [Environmental Review Projects Interactive Map](#).

Allina Health Medical Center Replacement Project

Location: Cambridge, Isanti County

Process: Environmental assessment worksheet (EAW)

Step: EAW available

End of comment period: January 19, 2023

Project description: Allina Health systems has proposed to replace their existing hospital/medical center with a new hospital/medical center on a 57.3 acre site located on the west side of Xylite Street NE, 1/4 mile north of Highway 95, Cambridge, MN. The project will consist of a new 260,000 square foot hospital with future expansion of up to 327,000 square feet and three (3) stories high. In addition, other out-buildings (offices, community uses, etc.) are planned but dependent upon future needs. The overall potential building area is 398,000 square feet total.

Link to public documents: [Allina Health Medical Center Replacement Project](#)

Location of public documents: City of Cambridge, 300 3rd Avenue NE, Cambridge, MN 55008

Responsible governmental unit and contact: City of Cambridge, [Marcia Westover](#), 763-552-3207

PRESS RELEASE

December 15, 2022

Allina Health Medical Center Replacement Project-Environmental Assessment Worksheet

CAMBRIDGE, MN – Allina Health Systems has proposed to replace their existing hospital/medical center with a new hospital/medical center on a 57.3 acre site located on the west side Xylite Street NE, ¼ mile north of Highway 95. The project will consist of a new 260,000 square foot hospital with future expansion of up to 327,000 square feet and three (3) stories high. In addition, other out-buildings (offices, community uses, etc.) are planned but dependent upon future needs. The overall potential building area is 398,000 square feet total.

As part of the project development process, an Environmental Assessment Worksheet (EAW) has been prepared and will be available for public and agency review and comment beginning December 20, 2022. The EAW identifies the project purpose, environmental and other cumulative effects. The EAW is available for review at the following locations:

- Cambridge City Hall, 300 3rd Avenue NE, Cambridge, MN 55008
- East Central Regional Library, 111 Dellwood Street N, Cambridge, MN 55008
- Hennepin County Library, Business/Science/Gov Docs-2nd Floor 300 Nicollet Mall, Minneapolis, MN 54401

The deadline for submitting comments is January 19, 2023. All comments should be directed to: Marcia Westover, Community Development Director, 300 3rd Avenue NE, Cambridge, MN 55008 or via email at: mwestover@ci.cambridge.mn.us.

APPENDIX B

PRELIMINARY LAYOUT

