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**Cambridge City Council - City Hall Council Chambers**  
**Meeting Announcement and Agenda - Monday, March 6, 2017**  
**3:00 pm**

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

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda (p. 1)

4. Consent Agenda Approvals

- A. February 21, 2017 Meeting Minutes and Summary Minutes (p. 5)
- B. Draft January 2017 Financial Statements (p. 10)
- C. Approve Resolution R17-011 Amending 2016 General Fund Budget (p. 73)
- D. Resolution R17-012 Application for Payment 4-Final Payment to Minnesota Ice for Refrigerated Rink Project (p. 86)
- E. Resolution R17-013 Accepting donation from Eddy Family Foundation to Cambridge Fire Department for Equipment (p. 90)
- F. Resolution R17-014 Accepting donation from Eddy Family Foundation to Cambridge Police Department for Crime Prevention (p. 90)
- G. Promote Bernie Audette to Liquor Store Manager effective March 13, 2017 (Grade 16, Minimum Step) (p. 93)

5. Work Session

- A. Proclamation on Ending Domestic Violence (p. 96)
- B. Update from Sheriff Caulk – Isanti County Drug Task Force Coalition (p. 97)

6. Unfinished Business

- A. Approve Write Off of Economic Development Loan – PBRE (MAPE USA) (p. 103)

7. New Business

- A. Purchase of Equipment for weed spraying and water flower pots (p.121 )
- B. Resolution R17-015 Authorizing the Mayor and City Administrator to Execute an Agreement with the City of Baudette Regarding Federal Aviation Administration (FAA) Funds for Cambridge Municipal Airport, City of Cambridge, Minnesota (p. 122)

**8. Committee Reports**

- A. Airport Advisory Board (meeting cancelled) (p. 129)
- B. Allina Community Engagement Council (p. 137)
- C. Bike Isanti County (p. 138)
- D. Cambridge Downtown Revitalization Task Force (p. 139)
- E. Cambridge Fire Department (p. 150)
- F. Cambridge-Isanti District 911 Communications Task Force
- G. Cambridge Action Community Team (ACT on Alzheimer’s) (p. 155)
- H. Cambridge Parks, Recreation, and Trails (p. 158)
- I. Cambridge Planning Commission (p. 163)
- J. Community Education Advisory Council (p. 174)
- K. East Central Regional Development Commission (ECRDC) (verbal)
- L. Highway 95 Design Advisory Task Force (p. 177)
- M. Isanti County EDA (p. 188)
- N. Isanti County Initiative on Collaboration, Leadership, and Efficiency (p. 201)
- O. North Highway 65 Corridor Coalition (p. 202)
- P. Northern Lights Express (NLX) (p. 206)
- Q. Toward Zero Death (TZD) (p. 218)

**9. Mayor’s Report**

**10. Council Concerns**

**11. City Attorney’s Report**

**12. City Administrator’s Report**

**13. 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 upcoming meetings are at City Hall in Council Chambers

<u>Date</u>	<u>Time</u>	<u>Description</u>
Mar 7	3:30 pm	Highway 95 Design Task Force
Mar 7	7:00 pm	Planning Commission
Mar 8	10:00 am	Bike Isanti County (Isanti County Gov’t Center)

Mar 8	12:00 pm	Toward Zero Death (TZD) Committee
Mar 13	12:00 pm	ICICLE Meeting (CI District Offices)
Mar 13	5:00 pm	Community Education Advisory Council (Education Services Center–IIS)
Mar 14	7:00 pm	Cambridge Parks, Trails and Recreation Commission Meeting
Mar 15	2:30 pm	ACT on Alzheimer’s (Grace Point Crossing Chapel, River Hills)
Mar 20	5:30 pm	EDA Meeting
Mar 20	6:00 pm	City Council Meeting
Mar 22	10:00 am	NLX Meeting (Pine County Court House)
Mar 22	6:00 pm	Downtown Revitalization Task Force Presentation (Hardy Center)
Mar 23	7:00 pm	North Hwy 65 Corridor Coalition (Isanti County Govt. Center)
Mar 27	6:00 pm	Comprehensive Plan Steering Committee Meeting
Mar 27	6:00 pm	Fire Dept. Meeting (Training Room)
Apr 25	9:00 am	Isanti County EDA Meeting (Isanti County Gov’t Center Board Room)

**Upcoming Events**

<u>Date</u>	<u>Time</u>	<u>Description</u>
Mar 15	12:00 Noon	State of the City presentation
Mar 17	1:00 - 4:00 pm	Terry Baar Retirement Open House (Northbound Liquor)

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

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

**Regular City Council Meeting  
February 21, 2017**

Members Present: Mayor Marlys Palmer, Council Members Joe Morn, Kersten Conley and Jim Godfrey.

Members Absent: Lisa Iverson (excused)

- Meeting called to order at 6:15 pm.
- Agenda and Consent Agenda were approved.
- Communications policy ordinance was tabled.
- Approved an expiration date on City-issued ID badges issued to Councilmembers.
- Approved to redirect funds from the Two Cities, One Community event to Arts and Parks programming.
- Approved the request of an extension for a zoning violation at 509 Main St N to 12:00 am, March 31, 2017.
- Closed session meeting to develop an offer or counteroffer for the purchase of property.
- Adjourned meeting at 7:47pm.

**DRAFT**

**Cambridge City Council Meeting Minutes  
Tuesday, February 21, 2017**

A regular meeting of the Cambridge City Council was held on Tuesday, February 21, 2017, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

**Members Present:** Mayor Marlys Palmer; Council Members Kersten Conley, Joe Morin, and Jim Godfrey.

**Members Absent:** Lisa Iverson (excused)

**Staff Present:** City Administrator Lynda Woulfe, Community Development Director Marcia Westover, and Community Development Administrative Assistant Carri Levitski

**Call to Order & Pledge of Allegiance**

Palmer called the meeting to order at 6:15 pm and led the public in the Pledge of Allegiance.

**Citizens Forum**

Howard Lewis of 343 Cypress St S, Cambridge, MN 55008 stated he feels the draft ordinance regarding the Communications Policy was a waste of time and resources. Lewis raised concern regarding the first amendment right to free speech. Lewis stated City councilmembers take an oath to uphold the constitution and the first amendment. Lewis read aloud the first amendment. Lewis indicated there are over 100 Facebook pages that may be in violation of the proposed ordinance. Lewis named a few and stated the "City of Cambridge, MN Information Page" is the title of the Facebook page that he administers. Lewis stated he doesn't want his taxes paying for staff or legal time on this issue.

**Approval of the Agenda**

Woulfe requested Council to move agenda item 11A to New Business as item 7B. Palmer stated she would like to add "City ID Badges" under Unfinished Business 6B. Morin moved, seconded by Godfrey, to approve the agenda as amended. Motion carried 4/0.

**Consent Agenda**

Conley moved, seconded by Morin, to approve consent agenda Items A-C:

- A. February 6, 2017 Meeting Minutes and Summary Minutes
- B. Warrants #104870 - #105252 and ACH/Wire items totaling \$4,010,477.36
- C. Approve Resolution R17-010 Certify Delinquent Amounts to Tax Roll

Upon call of the roll Morin, Palmer, Conley, and Godfrey voted aye, no nays. Motion carried 4/0.

**Work Session**

There was no business.

## **Unfinished Business**

### ***Communications Policy – Ordinance 636 Amending Title III Administration, Creating Chapter 39 Restrictions on Use of the Name “City of Cambridge” and the City’s Official Seal and Logo***

Squires gave his assessment regarding the proposed ordinance. Squires addressed first amendment concerns by explaining there are two types of regulations an entity might have. One is content based which is telling a person what they can and can't say. Cities cannot enact ordinances that limit what a person may say. The second type of speech is categorized as “time, place, and manner” which is how, when, and where.

Squires explained the intent of the proposed ordinance is to regulate the time, place, and manner in which the use of the City’s name, official seal, and logo can be used to alleviate confusion for the public on what is “official” City of Cambridge stance, information, and what is not. Squires reviewed some case laws on this subject that have occurred at the Federal level because there are some regulations at the federal level. Squires stated he would like to revise portions of the ordinance and bring it back to Council for review.

Discussion ensued between Council and Squires regarding what constitutes due process and Squires recommended having an administrative hearing process.

Conley asked about the other Facebook pages Lewis was referring to and asked for clarification that as long as other pages containing the name “City of Cambridge” were not confusing the official “City of Cambridge” Facebook page, they would be allowed to remain. Squires stated he could not comment on Lewis’ concern regarding the other pages because he doesn’t know the search criteria he used and confirmed Council needed to focus on the misleading factor.

Godfrey asked how the Council would define if the situation was deceptive or misleading. Squires explained the Council would need to take it on a case by case basis and the concept of deceptiveness is that a person could or would be lead to believe that the statements or posting are from the City of Cambridge and that the City of Cambridge is posting on the City’s behalf.

Conley commented the point is not to discourage discussions regarding decisions made by the City Council, but to encourage the citizens to use the City’s official Facebook page so questions may be addressed by the proper staff and so the information is correctly communicated to the public.

Godfrey questioned what this ordinance would accomplish that case law has not already established. Squires explained the ordinance would address the issue directly with the City of Cambridge and if a violation to be tried in court, the ordinance must be in place.

Palmer asked if Councilmembers could file libel and slander lawsuits if postings are inaccurate. Squires confirmed that public officials are mostly exempt from libel and slander laws.

Morin moved, seconded by Godfrey, to table the item to a future meeting and send the ordinance back to the attorney and city administrator to revise. Motion carried 3/1 with Godfrey voting nay.

### ***City ID Badges***

Palmer moved, seconded by Godfrey, to have Councilmembers turn in the identification badges so new ones could be issued with an expiration date which will be the date their term ends. Motion carried 4/0. Woulfe noted they will not receive their new badge until their old badge is turned in.

### **New Business**

#### ***2017 Two Cities One Community Event***

Westover reported she is seeking direction from Council on the 2017 Two Cities, One Community event which is held in conjunction with the City of Isanti. Westover stated a tentative date has been set for Saturday, September 23, 2017. Westover reviewed the cost for the event and noted the funding is already included in the 2017 budget. Westover stated the format will be the same as the previous year.

Discussion ensued regarding dedicating those funds to other events in the City such as the summer concert series because they felt this type of programming would benefit more residents. Woulfe reported staff has been questioned by citizens as to why the City of Cambridge is splitting all costs instead of only the advertising.

Conley had concerns regarding recent comments made by Mayor of Isanti that detract from the City of Cambridge. Morin stated Mayor Palmer attended the "Welcome Event" at Bluebird Park last year for the event, however Mayor Wimmer did not attend the "Welcome Event" at City Park and reminded staff Community Development Director Westover did not have much help with the event in City Park.

Morin moved, seconded by Godfrey to redirect funds from the Two Cities, One Community event to Arts and Parks programming. Motion carried 4/0.

#### ***Potential Litigation on Zoning Violations***

Godfrey and Palmer questioned if they should abstain from the discussion and vote because they own property adjacent to the property in question. Squires stated it was not a statutory conflict of interest.

Levitski provided the history and background of the ongoing issues at the location of 509 Main St N. Levitski distributed communications from the property owner as of today and indicated they are looking for an extension until April 1, 2017. Levitski stated staff is looking for direction on whether or not to proceed with litigation or grant the extension.

Morin expressed concern regarding Levitski's personal privacy since the property owners have found and are using her personal cell phone number. Morin stated they have contacted her multiple times via text message outside normal City Hall hours. Woulfe assured Council



that Levitski has blocked the number on her personal cell phone which should take care of the issue.

Woulfe confirmed the property is out of compliance and is zoned B-2 Highway Business District at the request of the realtor and the current property owner was aware the property could not be used as a residence. Levitski added staff has given the owner the option to apply to have the property rezoned to residential, but noted they would have to cease the use of the auto sales business since that is not a permitted use in a residential zoning district.

Morin moved, seconded by Conley, to grant the request to give the property owners residing at 509 Main St N. an extension to cease the use of a dwelling no later than midnight, March 31, 2017 and to authorize the city attorney and city administrator to pursue litigation at that time if they have not moved out of the building. Discussion ensued regarding the reasons indicated in messages to staff for not being able to secure public housing. Motion carried 3/1 with Godfrey voting nay.

#### **Mayor's Report**

Palmer provided an update on meetings attended and upcoming meetings and events.

#### **Council Concerns**

There was no Council Concerns.

#### **City Attorney's Report**

Squires gave a briefing since the meeting in January.

#### **City Administrator's Report**

Morin moved, seconded by Godfrey to enter unto closed session at 7:45 pm. Motion carried 4/0.

***Closed Session – This meeting is being closed under Minnesota Statutes, Section 13D.05, to develop an offers or counteroffers for the purchase of property located at 744 3<sup>rd</sup> Ave SW***

#### **Adjournment**

Being no further business before the City Council, Morin moved, seconded by Conley, to adjourn the regular and closed meeting at 7:47 pm. Motion carried unanimously.

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Marlys A. Palmer, Mayor

ATTEST:

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Lynda J. Woulfe, City Administrator

Prepared by: Caroline Moe, Director of Finance

**Background**

Attached for your review are the **Draft** Monthly Financial Reports for the one months ended January 31, 2017. Included in the Monthly Financial Reports are the following components:

**General Fund - Amended 2017 Budget Compared to Actual**

**Special Revenue Funds:**

Airport Operating Fund – Adopted 2017 Compared to Actual

**Debt Service Fund Summary: Adopted 2017 Budget Compared to Actual**

**Capital Fund Summary:**

Amended 2017 Budget Compared to Actual

**Enterprise Funds:**

Water Utility - Adopted 2017 Budget Compared to Actual

Wastewater Utility - Adopted 2017 Budget Compared to Actual

Stormwater Utility- Adopted 2017 Budget Compared to Actual

Liquor Store – Adopted 2017 Budget Compared to Actual.

**Cash and Investment Summary**

Note—this is a new item to the packet included at the recommendation of Standard and Poor’s.

**Council Action Requested**

NONE REQUIRED - For discussion only.

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
TAXES	4,325,555.00	4,325,555.00	.00	( 4,325,555.00)	.00	4,265,730.15
LICENSES AND PERMITS	257,871.00	257,871.00	66,067.70	( 191,803.30)	25.62	395,991.86
INTERGOVERNMENTAL REVENUES	1,062,688.00	1,062,688.00	699.00	( 1,061,989.00)	.07	1,046,731.17
CHARGES FOR SERVICES	116,391.00	116,391.00	763.00	( 115,628.00)	.66	118,629.10
FINES AND FORFEITURES	40,740.00	40,740.00	380.00	( 40,360.00)	.93	30,994.65
OTHER	47,496.00	47,496.00	2,085.00	( 45,411.00)	4.39	65,447.21
MISC REVENUE	.00	.00	.00	.00	.00	6,273.00
OTHER FINANCING SOURCES	452,350.00	452,350.00	.00	( 452,350.00)	.00	516,702.00
<b>TOTAL FUND REVENUE</b>	<b>6,303,091.00</b>	<b>6,303,091.00</b>	<b>69,994.70</b>	<b>( 6,233,096.30)</b>	<b>1.11</b>	<b>6,446,499.14</b>
<b>EXPENDITURES</b>						
<b>GENERAL GOVERNMENT</b>						
MAYOR AND CITY COUNCIL	55,012.00	55,012.00	3,332.26	( 51,679.74)	6.06	42,324.46
ADMINISTRATION	244,587.00	249,710.00	27,066.21	( 222,643.79)	10.84	227,358.95
ELECTIONS	1,200.00	1,200.00	.00	( 1,200.00)	.00	7,612.27
FINANCE/MIS	303,047.00	303,047.00	39,503.92	( 263,543.08)	13.04	293,749.02
LEGAL	95,000.00	95,000.00	.00	( 95,000.00)	.00	86,016.18
BUILDING DEPARTMENT	287,347.00	287,347.00	32,514.19	( 254,832.81)	11.32	314,174.56
ENGINEERING	30,000.00	30,000.00	.00	( 30,000.00)	.00	25,574.93
PLANNING	239,425.00	260,162.00	24,334.80	( 235,827.20)	9.35	398,745.31
NEW CITY HALL BUILDING	136,039.00	149,739.00	10,120.74	( 139,618.26)	6.76	148,610.39
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,391,657.00</b>	<b>1,431,217.00</b>	<b>136,872.12</b>	<b>( 1,294,344.88)</b>	<b>9.56</b>	<b>1,544,166.07</b>
<b>PUBLIC SAFETY</b>						
POLICE DEPARTMENT	2,053,466.00	2,062,566.00	197,916.42	( 1,864,649.58)	9.60	1,863,980.60
FIRE DEPARTMENT	294,079.00	294,079.00	13,984.67	( 280,094.33)	4.76	286,632.79
EMERGENCY MANAGEMENT	6,700.00	6,700.00	958.25	( 5,741.75)	14.30	15,145.60
ANIMAL CONTROL	5,500.00	5,500.00	400.00	( 5,100.00)	7.27	4,985.00
<b>TOTAL PUBLIC SAFETY</b>	<b>2,359,745.00</b>	<b>2,368,845.00</b>	<b>213,259.34</b>	<b>( 2,155,585.66)</b>	<b>9.00</b>	<b>2,170,743.99</b>
<b>STREETS</b>						
STREETS	1,165,089.00	1,203,374.00	122,722.77	( 1,080,651.23)	10.20	1,122,326.56
STREET LIGHTING	186,500.00	186,500.00	180.08	( 186,319.92)	.10	182,488.30
MAINTENANCE BUILDING	21,000.00	21,000.00	532.68	( 20,467.32)	2.54	14,241.56
<b>TOTAL STREETS</b>	<b>1,372,589.00</b>	<b>1,410,874.00</b>	<b>123,435.53</b>	<b>( 1,287,438.47)</b>	<b>8.75</b>	<b>1,319,056.42</b>
<b>PARK AND RECREATION</b>						
ICE RINK	50,000.00	54,533.00	80.71	( 54,452.29)	.15	9,046.52
PARKS & RECREATION	332,315.00	333,353.00	19,244.68	( 314,108.32)	5.77	303,551.63

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL PARK AND RECREATION	382,315.00	387,886.00	19,325.39	( 368,560.61)	4.98	312,598.15
UNALLOCATED EXPENDITURES						
TRANSFERS OUT	796,785.00	796,785.00	.00	( 796,785.00)	.00	1,020,678.00
TOTAL UNALLOCATED EXPENDITURES	796,785.00	796,785.00	.00	( 796,785.00)	.00	1,020,678.00
TOTAL FUND EXPENDITURES	6,303,091.00	6,395,607.00	492,892.38	( 5,902,714.62)	7.71	6,367,242.63
NET REVENUE OVER EXPENDITURES	.00	( 92,516.00)	( 422,897.68)	330,381.68	( 21.88)	79,256.51

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	4,298,228.00	4,298,228.00	.00	4,298,228.00	.00	4,174,433.09
101-31020 TAXES - DELINQUENT	25,000.00	25,000.00	.00	25,000.00	.00	33,879.93
101-31050 EXCESS TAX INCREMENTS	.00	.00	.00	.00	.00	6,950.81
101-31051 DECERT TIF DISTRICT PROCEE	.00	.00	.00	.00	.00	4,717.95
101-31060 PENALTIES AND INTEREST	2,327.00	2,327.00	.00	2,327.00	.00	8,301.91
101-31061 TAX ON FORFEITED PROP PURCHAS	.00	.00	.00	.00	.00	37,446.46
<b>TOTAL TAXES</b>	<b>4,325,555.00</b>	<b>4,325,555.00</b>	<b>.00</b>	<b>4,325,555.00</b>	<b>.00</b>	<b>4,265,730.15</b>
<u>LICENSES AND PERMITS</u>						
101-32110 LIQUOR LICENSES	14,000.00	14,000.00	.00	14,000.00	.00	14,675.00
101-32111 BEER AND SET-UPS	.00	.00	.00	.00	.00	1,200.00
101-32180 CIGARETTES	3,000.00	3,000.00	.00	3,000.00	.00	3,400.00
101-32184 CABLE FRANCHISE FEES	60,000.00	60,000.00	.00	60,000.00	.00	62,943.81
101-32185 REFUSE HAULER FRANCHISE FEE	1,250.00	1,250.00	.00	1,250.00	.00	1,250.00
101-32199 OTHER BUS LIC & PERMITS	1,900.00	1,900.00	.00	1,900.00	.00	.00
101-32218 CITY SHARE ELEC INSPECTIONS	2,000.00	2,000.00	1,633.00	367.00	81.65	4,851.00
101-32219 RETAINAGE OF BLDG SURCHARGE	131.00	131.00	.00	131.00	.00	437.50
101-32220 BUILDING PERMITS	140,000.00	140,000.00	63,359.70	76,640.30	45.26	254,183.73
101-32222 MECHANICAL PERMITS	20,000.00	20,000.00	279.00	19,721.00	1.40	27,906.77
101-32225 INVESTIGATION (PENALTY FEE)	100.00	100.00	.00	100.00	.00	704.00
101-32226 CONTRACTOR LIC VERIFICATIONFEE	500.00	500.00	20.00	480.00	4.00	705.00
101-32230 PLUMBING PERMITS	9,490.00	9,490.00	596.00	8,894.00	6.28	16,092.30
101-32240 SIGN PERMITS	1,500.00	1,500.00	180.00	1,320.00	12.00	1,662.75
101-32299 PLANNING & ZONING FEES	4,000.00	4,000.00	.00	4,000.00	.00	5,980.00
<b>TOTAL LICENSES AND PERMITS</b>	<b>257,871.00</b>	<b>257,871.00</b>	<b>66,067.70</b>	<b>191,803.30</b>	<b>25.62</b>	<b>395,991.86</b>
<u>INTERGOVERNMENTAL REVENUES</u>						
101-33165 FEDERAL GRANTS - OTHER	.00	.00	699.00	( 699.00)	.00	7,560.07
101-33401 LOCAL GOVERNMENT AID (LGA)	744,292.00	744,292.00	.00	744,292.00	.00	739,066.00
101-33404 STATE AID - OTHER	7,791.00	7,791.00	.00	7,791.00	.00	4,574.00
101-33405 PERA AID	5,822.00	5,822.00	.00	5,822.00	.00	5,822.00
101-33418 MSA - MAINTENANCE	50,000.00	50,000.00	.00	50,000.00	.00	25,000.00
101-33421 POLICE STATE AID	120,000.00	120,000.00	.00	120,000.00	.00	128,409.36
101-33422 SCHOOL DIST COST FOR OFFICER	130,756.00	130,756.00	.00	130,756.00	.00	69,957.44
101-33424 SCHOOL DIST ASST SRO#2	.00	.00	.00	.00	.00	62,315.00
101-33610 CTY GRANTS & AIDS FOR HWYS	4,027.00	4,027.00	.00	4,027.00	.00	4,027.30
<b>TOTAL INTERGOVERNMENTAL REVE</b>	<b>1,062,688.00</b>	<b>1,062,688.00</b>	<b>699.00</b>	<b>1,061,989.00</b>	<b>.07</b>	<b>1,046,731.17</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>CHARGES FOR SERVICES</u>						
101-34102 FILING FEES	.00	.00	.00	.00	.00	16.00
101-34105 SALES - MAPS, COPIES, ETC.	437.00	437.00	5.50	431.50	1.26	739.85
101-34201 POLICE DEPARTMENT REPORTS	2,000.00	2,000.00	65.00	1,935.00	3.25	3,147.50
101-34202 POLICE ADMINISTRATION FEES	1,500.00	1,500.00	200.00	1,300.00	13.33	2,170.00
101-34205 PAWN SHOP TRANSACTION REVENUE	5,300.00	5,300.00	492.50	4,807.50	9.29	9,200.00
101-34206 FIRE PROT TOWNSHIP CONTRACT	105,354.00	105,354.00	.00	105,354.00	.00	101,666.75
101-34210 FIRE PROTECTION ADMINISTRATION	1,800.00	1,800.00	.00	1,800.00	.00	1,689.00
<b>TOTAL CHARGES FOR SERVICES</b>	<b>116,391.00</b>	<b>116,391.00</b>	<b>763.00</b>	<b>115,628.00</b>	<b>.66</b>	<b>118,629.10</b>
<u>FINES AND FORFEITURES</u>						
101-35101 COURT FINES	38,000.00	38,000.00	.00	38,000.00	.00	18,960.43
101-35102 PARKING FINES	990.00	990.00	300.00	690.00	30.30	3,160.00
101-35104 ANIMAL CONTROL FINES	1,750.00	1,750.00	80.00	1,670.00	4.57	1,375.00
101-35105 ADMINISTRATIVE CITATION FINE	.00	.00	.00	.00	.00	7,499.22
<b>TOTAL FINES AND FORFEITURES</b>	<b>40,740.00</b>	<b>40,740.00</b>	<b>380.00</b>	<b>40,360.00</b>	<b>.93</b>	<b>30,994.65</b>
<u>OTHER</u>						
101-36102 SPECIAL ASSESSMENT INTEREST	.00	.00	.00	.00	.00	319.45
101-36200 MISCELLANEOUS	3,996.00	3,996.00	.00	3,996.00	.00	841.84
101-36210 INTEREST EARNINGS	20,000.00	20,000.00	.00	20,000.00	.00	23,178.30
101-36220 FACILITY RENTAL	15,000.00	15,000.00	2,085.00	12,915.00	13.90	23,565.00
101-36230 DONATIONS	100.00	100.00	.00	100.00	.00	2,450.00
101-36234 ARTS GRANT FOR CONCERT SERIES	7,900.00	7,900.00	.00	7,900.00	.00	7,929.00
101-36240 PATRONAGE CAPITAL	500.00	500.00	.00	500.00	.00	5,633.62
101-36241 FIRE DEPT PRIVATE GRANTS	.00	.00	.00	.00	.00	780.00
101-36242 ALLINA WELLNESS GRANT	.00	.00	.00	.00	.00	750.00
<b>TOTAL OTHER</b>	<b>47,496.00</b>	<b>47,496.00</b>	<b>2,085.00</b>	<b>45,411.00</b>	<b>4.39</b>	<b>65,447.21</b>
<u>MISC REVENUE</u>						
101-37200 MISCELLANEOUS	.00	.00	.00	.00	.00	6,273.00
<b>TOTAL MISC REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>6,273.00</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>OTHER FINANCING SOURCES</u>							
101-39203	TRANSFERS FROM OTHER FUNDS	452,350.00	452,350.00	.00	452,350.00	.00	516,702.00
	TOTAL OTHER FINANCING SOURCES	452,350.00	452,350.00	.00	452,350.00	.00	516,702.00
	TOTAL FUND REVENUE	6,303,091.00	6,303,091.00	69,994.70			6,446,499.14

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MAYOR AND CITY COUNCIL</b>						
<i>PERSONAL SERVICES</i>						
101-41110-101 FULL-TIME EMPLOYEES - REGULAR	29,900.00	29,900.00	2,491.68	( 27,408.32)	8.33	21,400.20
101-41110-122 FICA/MEDICARE (EMPLOYER)	2,290.00	2,290.00	190.58	( 2,099.42)	8.32	1,636.82
101-41110-151 WORKERS' COMPENSATION PREMIU	120.00	120.00	.00	( 120.00)	.00	75.35
<b>TOTAL PERSONAL SERVICES</b>	<b>32,310.00</b>	<b>32,310.00</b>	<b>2,682.26</b>	<b>( 29,627.74)</b>	<b>8.30</b>	<b>23,112.37</b>
<i>SUPPLIES</i>						
101-41110-200 MISCELLANEOUS OFFICE SUPPLIES	100.00	100.00	.00	( 100.00)	.00	20.30
101-41110-210 MISCELLANEOUS OPER SUPPLIES	252.00	252.00	.00	( 252.00)	.00	22.00
101-41110-213 CITIZEN'S ACADEMY COSTS	1,500.00	1,500.00	.00	( 1,500.00)	.00	.00
101-41110-214 EMPLOYEE RECOGNITION	1,500.00	1,500.00	.00	( 1,500.00)	.00	249.64
<b>TOTAL SUPPLIES</b>	<b>3,352.00</b>	<b>3,352.00</b>	<b>.00</b>	<b>( 3,352.00)</b>	<b>.00</b>	<b>291.94</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-41110-304 MISC PROFESSIONAL SERVICES	1,500.00	1,500.00	.00	( 1,500.00)	.00	405.00
101-41110-331 TRAVEL/MEALS/LODGING	1,500.00	1,500.00	.00	( 1,500.00)	.00	1,322.76
101-41110-334 MILEAGE REIMBURSEMENT	150.00	150.00	.00	( 150.00)	.00	95.04
101-41110-340 ADVERTISING	50.00	50.00	.00	( 50.00)	.00	1,340.50
101-41110-360 INSURANCE AND BONDS	1,000.00	1,000.00	.00	( 1,000.00)	.00	497.66
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>.00</b>	<b>( 4,200.00)</b>	<b>.00</b>	<b>3,660.96</b>
<i>MISCELLANEOUS</i>						
101-41110-430 MISCELLANEOUS	100.00	100.00	.00	( 100.00)	.00	.00
101-41110-433 DUES AND SUBSCRIPTIONS	50.00	50.00	.00	( 50.00)	.00	30.00
101-41110-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	650.00	( 850.00)	43.33	1,275.00
101-41110-441 SISTER CITY ACTIVITIES	1,500.00	1,500.00	.00	( 1,500.00)	.00	1,679.19
101-41110-455 FIREWORKS DISPLAY EXPENSES	12,000.00	12,000.00	.00	( 12,000.00)	.00	12,275.00
<b>TOTAL MISCELLANEOUS</b>	<b>15,150.00</b>	<b>15,150.00</b>	<b>650.00</b>	<b>( 14,500.00)</b>	<b>4.29</b>	<b>15,259.19</b>
<b>TOTAL MAYOR AND CITY COUNCIL</b>	<b>55,012.00</b>	<b>55,012.00</b>	<b>3,332.26</b>	<b>( 51,679.74)</b>	<b>6.06</b>	<b>42,324.46</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>ADMINISTRATION</b>						
<i>PERSONAL SERVICES</i>						
101-41320-101	FULL-TIME EMPLOYEES - REGULAR	112,486.00	112,486.00	8,848.02 ( 103,637.98)	7.87	112,592.62
101-41320-102	FULL-TIME EMPLOYEES - OVERTIME	300.00	300.00	.00 ( 300.00)	.00	83.43
101-41320-103	PART-TIME - REGULAR	35,631.00	40,051.00	1,968.60 ( 38,082.40)	4.92	32,834.44
101-41320-121	PERA (EMPLOYER)	11,336.00	11,668.00	811.25 ( 10,856.75)	6.95	10,738.68
101-41320-122	FICA/MEDICARE (EMPLOYER)	11,562.00	11,898.00	806.25 ( 11,091.75)	6.78	10,729.76
101-41320-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	15,368.00	15,368.00	3,949.46 ( 11,418.54)	25.70	14,280.72
101-41320-132	ADMIN-LONGEVITY PAY	2,730.00	2,730.00	.00 ( 2,730.00)	.00	.00
101-41320-133	ADMIN--INS DEDUCTIBLE CONTRIB	1,200.00	1,200.00	.00 ( 1,200.00)	.00	1,200.00
101-41320-151	WORKERS' COMPENSATION PREMIU	1,222.00	1,257.00	.00 ( 1,257.00)	.00	901.83
101-41320-153	CITY WIDE RE-EMPLOY COMPENSATI	1,000.00	1,000.00	.00 ( 1,000.00)	.00	183.49
101-41320-154	HRA/FLEX FEES	200.00	200.00	.00 ( 200.00)	.00	220.15
	<b>TOTAL PERSONAL SERVICES</b>	<b>193,035.00</b>	<b>198,158.00</b>	<b>16,383.58 ( 181,774.42)</b>	<b>8.27</b>	<b>183,765.12</b>
<i>SUPPLIES</i>						
101-41320-201	OFFICE SUPPLIES - ACCESSORIES	1,500.00	1,500.00	90.68 ( 1,409.32)	6.05	1,356.22
101-41320-202	DUPLICATING & COPYING SUPPLIES	2,000.00	2,000.00	31.56 ( 1,968.44)	1.58	2,063.83
101-41320-203	CITY NEWSLETTER COSTS	4,500.00	4,500.00	.00 ( 4,500.00)	.00	2,487.44
101-41320-204	STATIONARY, FORMS & ENVELOPES	500.00	500.00	.00 ( 500.00)	.00	.00
101-41320-209	SOFTWARE UPDATES	1,000.00	1,000.00	.00 ( 1,000.00)	.00	2,291.90
101-41320-210	MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00 ( 500.00)	.00	420.00
101-41320-221	REPAIR & MAINT SUPP - VEH/EQ	500.00	500.00	.00 ( 500.00)	.00	.00
101-41320-240	SMALL TOOLS AND MINOR EQUIPME	1,000.00	1,000.00	.00 ( 1,000.00)	.00	647.99
	<b>TOTAL SUPPLIES</b>	<b>11,500.00</b>	<b>11,500.00</b>	<b>122.24 ( 11,377.76)</b>	<b>1.06</b>	<b>9,267.38</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-41320-304	MISC PROFESSIONAL SERVICES	2,000.00	2,000.00	75.00 ( 1,925.00)	3.75	488.75
101-41320-322	POSTAGE	5,500.00	5,500.00	.00 ( 5,500.00)	.00	3,385.44
101-41320-331	TRAVEL/MEALS/LODGING	750.00	750.00	150.00 ( 600.00)	20.00	537.23
101-41320-334	MILEAGE REIMBURSEMENT	300.00	300.00	.00 ( 300.00)	.00	205.96
101-41320-340	ADVERTISING	1,000.00	1,000.00	.00 ( 1,000.00)	.00	1,340.50
101-41320-351	LEGAL NOTICES/ORD PUBLISHING	800.00	800.00	39.39 ( 760.61)	4.92	1,698.50
101-41320-360	INSURANCE AND BONDS	1,900.00	1,900.00	.00 ( 1,900.00)	.00	1,627.77
	<b>TOTAL OTHER SERVICES AND CHA</b>	<b>12,250.00</b>	<b>12,250.00</b>	<b>264.39 ( 11,985.61)</b>	<b>2.16</b>	<b>9,284.15</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	202.00	202.00	.00	( 202.00)	.00	.00
101-41320-409 MAINT CONTRACTS - OFFICE EQUIP	11,500.00	11,500.00	6,721.00	( 4,779.00)	58.44	10,447.00
101-41320-430 MISCELLANEOUS	100.00	100.00	.00	( 100.00)	.00	.00
101-41320-433 DUES AND SUBSCRIPTIONS	500.00	500.00	.00	( 500.00)	.00	584.30
101-41320-437 CITY WIDE DUES & SUBSCRIPTIONS	14,000.00	14,000.00	3,575.00	( 10,425.00)	25.54	13,096.00
101-41320-440 SCHOOLS AND MEETINGS	1,000.00	1,000.00	.00	( 1,000.00)	.00	915.00
101-41320-489 OTHER CONTRACTED SERVICES	500.00	500.00	.00	( 500.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<i>27,802.00</i>	<i>27,802.00</i>	<i>10,296.00</i>	<i>( 17,506.00)</i>	<i>37.03</i>	<i>25,042.30</i>
<b>TOTAL ADMINISTRATION</b>	<b>244,587.00</b>	<b>249,710.00</b>	<b>27,066.21</b>	<b>( 222,643.79)</b>	<b>10.84</b>	<b>227,358.95</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ELECTIONS</u>						
<i>PERSONAL SERVICES</i>						
101-41410-104 TEMP/SEAS EMPLOYEES - REGULAR	.00	.00	.00	.00	.00	6,535.02
<i>TOTAL PERSONAL SERVICES</i>	.00	.00	.00	.00	.00	6,535.02
<i>SUPPLIES</i>						
101-41410-201 OFFICE SUPPLIES - ACCESSORIES	.00	.00	.00	.00	.00	174.99
<i>TOTAL SUPPLIES</i>	.00	.00	.00	.00	.00	174.99
<i>OTHER SERVICES AND CHARGES</i>						
101-41410-331 TRAVEL/MEALS/LODGING	.00	.00	.00	.00	.00	93.18
101-41410-351 LEGAL NOTICES/ORD PUBLISHING	.00	.00	.00	.00	.00	81.20
<i>TOTAL OTHER SERVICES AND CHA</i>	.00	.00	.00	.00	.00	174.38
<i>MISCELLANEOUS</i>						
101-41410-408 MAINT CONTRACTS - MACH/EQUIP	1,200.00	1,200.00	.00	( 1,200.00)	.00	727.88
<i>TOTAL MISCELLANEOUS</i>	1,200.00	1,200.00	.00	( 1,200.00)	.00	727.88
<b>TOTAL ELECTIONS</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>.00</b>	<b>( 1,200.00)</b>	<b>.00</b>	<b>7,612.27</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>FINANCE/MIS</b>						
<i>PERSONAL SERVICES</i>						
101-41500-101	FULL-TIME EMPLOYEES - REGULAR	153,380.00	153,380.00	12,110.41 ( 141,269.59)	7.90	154,038.91
101-41500-102	FULL-TIME EMPLOYEES - OVERTIME	100.00	100.00	.00 ( 100.00)	.00	.00
101-41500-121	PERA (EMPLOYER)	11,839.00	11,839.00	908.28 ( 10,930.72)	7.67	11,476.32
101-41500-122	FICA/MEDICARE (EMPLOYER)	12,075.00	12,075.00	899.28 ( 11,175.72)	7.45	11,402.05
101-41500-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	30,735.00	30,735.00	7,898.92 ( 22,836.08)	25.70	28,554.48
101-41500-132	FINANCE LONGEVITY PAY	4,363.00	4,363.00	.00 ( 4,363.00)	.00	.00
101-41500-133	FINANCE INS DEDUCTIBLE CONTRIB	2,400.00	2,400.00	.00 ( 2,400.00)	.00	2,442.68
101-41500-151	WORKERS' COMPENSATION PREMIU	1,276.00	1,276.00	.00 ( 1,276.00)	.00	636.79
101-41500-154	HRA/FLEX FEES	200.00	200.00	.00 ( 200.00)	.00	146.80
	<b>TOTAL PERSONAL SERVICES</b>	<b>216,368.00</b>	<b>216,368.00</b>	<b>21,816.89 ( 194,551.11)</b>	<b>10.08</b>	<b>208,698.03</b>
<i>SUPPLIES</i>						
101-41500-201	OFFICE SUPPLIES - ACCESSORIES	1,400.00	1,400.00	49.88 ( 1,350.12)	3.56	1,380.45
101-41500-204	STATIONARY, FORMS & ENVELOPES	3,500.00	3,500.00	.00 ( 3,500.00)	.00	1,640.78
101-41500-209	SOFTWARE UPDATES	1,000.00	1,000.00	.00 ( 1,000.00)	.00	1,275.00
101-41500-210	MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00 ( 500.00)	.00	478.77
101-41500-240	SMALL TOOLS AND MINOR EQUIPME	2,000.00	2,000.00	.00 ( 2,000.00)	.00	2,457.00
	<b>TOTAL SUPPLIES</b>	<b>8,400.00</b>	<b>8,400.00</b>	<b>49.88 ( 8,350.12)</b>	<b>.59</b>	<b>7,232.00</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-41500-301	AUDITING AND ACCOUNTING	30,000.00	30,000.00	6,545.00 ( 23,455.00)	21.82	28,965.87
101-41500-304	MISC PROFESSIONAL SERVICES	1,000.00	1,000.00	.00 ( 1,000.00)	.00	.00
101-41500-308	ISANTI CO ASSESSMENT MGMT FEE	750.00	750.00	.00 ( 750.00)	.00	565.00
101-41500-309	EDP PROFESSIONAL SERVICES	25,000.00	25,000.00	2,866.25 ( 22,133.75)	11.47	29,108.13
101-41500-331	TRAVEL/MEALS/LODGING	500.00	500.00	.00 ( 500.00)	.00	98.00
101-41500-334	MILEAGE REIMBURSEMENT	440.00	440.00	.00 ( 440.00)	.00	283.50
101-41500-351	LEGAL NOTICES/ORD PUBLISHING	400.00	400.00	.00 ( 400.00)	.00	530.10
101-41500-360	INSURANCE AND BONDS	1,600.00	1,600.00	.00 ( 1,600.00)	.00	1,412.64
	<b>TOTAL OTHER SERVICES AND CHA</b>	<b>59,690.00</b>	<b>59,690.00</b>	<b>9,411.25 ( 50,278.75)</b>	<b>15.77</b>	<b>60,963.24</b>
<i>MISCELLANEOUS</i>						
101-41500-409	MAINT CONTRACTS - OFFICE EQUIP	14,500.00	14,500.00	7,729.00 ( 6,771.00)	53.30	13,808.00
101-41500-430	MISCELLANEOUS	365.00	365.00	.00 ( 365.00)	.00	245.45
101-41500-433	DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	496.90 ( 1,503.10)	24.85	1,554.30
101-41500-440	SCHOOLS AND MEETINGS	1,724.00	1,724.00	.00 ( 1,724.00)	.00	1,248.00
	<b>TOTAL MISCELLANEOUS</b>	<b>18,589.00</b>	<b>18,589.00</b>	<b>8,225.90 ( 10,363.10)</b>	<b>44.25</b>	<b>16,855.75</b>
	<b>TOTAL FINANCE/MIS</b>	<b>303,047.00</b>	<b>303,047.00</b>	<b>39,503.92 ( 263,543.08)</b>	<b>13.04</b>	<b>293,749.02</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LEGAL</u>						
<i>OTHER SERVICES &amp; CHARGES</i>						
101-41610-304 LEGAL FEES	55,000.00	55,000.00	.00	( 55,000.00)	.00	46,514.22
101-41610-305 PROSECUTION SERVICES	40,000.00	40,000.00	.00	( 40,000.00)	.00	39,501.96
<i>TOTAL OTHER SERVICES &amp; CHARG</i>	<u>95,000.00</u>	<u>95,000.00</u>	<u>.00</u>	<u>( 95,000.00)</u>	<u>.00</u>	<u>86,016.18</u>
<b>TOTAL LEGAL</b>	<u><u>95,000.00</u></u>	<u><u>95,000.00</u></u>	<u><u>.00</u></u>	<u><u>( 95,000.00)</u></u>	<u><u>.00</u></u>	<u><u>86,016.18</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>BUILDING DEPARTMENT</b>						
<i>PERSONAL SERVICES</i>						
101-41920-101	FULL-TIME EMPLOYEES - REGULAR	182,573.00	182,573.00	14,147.42 ( 168,425.58)	7.75	219,697.14
101-41920-102	FULL-TIME EMPLOYEES - OVERTIME	.00	.00	.00	.00	27.99
101-41920-121	PERA (EMPLOYER)	13,954.00	13,954.00	1,066.68 ( 12,887.32)	7.64	14,573.99
101-41920-122	FICA/MEDICARE (EMPLOYER)	14,233.00	14,233.00	1,033.88 ( 13,199.12)	7.26	16,218.09
101-41920-131	MEDICAL/DENTAL/LIFE	46,102.00	46,102.00	11,833.70 ( 34,268.30)	25.67	44,054.82
101-41920-132	BLDG DEPT LONGEVITY PAY	3,485.00	3,485.00	.00 ( 3,485.00)	.00	.00
101-41920-133	BLDG DEPT INS DEDUCTIBLE CONTR	3,600.00	3,600.00	.00 ( 3,600.00)	.00	4,135.26
101-41920-151	WORKERS' COMPENSATION PREMIU	1,550.00	1,550.00	.00 ( 1,550.00)	.00	1,449.77
101-41920-154	HRA/FLEX FEES	250.00	250.00	.00 ( 250.00)	.00	220.15
	<b>TOTAL PERSONAL SERVICES</b>	<b>265,747.00</b>	<b>265,747.00</b>	<b>28,081.68 ( 237,665.32)</b>	<b>10.57</b>	<b>300,377.21</b>
<i>SUPPLIES</i>						
101-41920-201	OFFICE SUPPLIES	750.00	750.00	164.27 ( 585.73)	21.90	562.17
101-41920-209	SOFTWARE UPDATES	500.00	500.00	.00 ( 500.00)	.00	.00
101-41920-210	MISCELLANEOUS OPER SUPPLIES	1,200.00	1,200.00	.00 ( 1,200.00)	.00	587.72
101-41920-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	2,600.00	2,600.00	138.07 ( 2,461.93)	5.31	1,103.82
101-41920-221	REPAIRS & MAINT SUPP VEH/EQUIP	800.00	800.00	.00 ( 800.00)	.00	468.05
101-41920-240	SMALL TOOLS & MINOR EQUIPMENT	300.00	300.00	697.66	232.55	.00
	<b>TOTAL SUPPLIES</b>	<b>6,150.00</b>	<b>6,150.00</b>	<b>1,000.00 ( 5,150.00)</b>	<b>16.26</b>	<b>2,721.76</b>
<i>OTHER CHARGES &amp; SERVICES</i>						
101-41920-304	MISC. PROFESSIONAL FEES	.00	.00	.00	.00	130.00
101-41920-309	EDP PROFESSIONAL SERVICES	1,500.00	1,500.00	101.25 ( 1,398.75)	6.75	2,120.62
101-41920-321	TELEPHONE/CELLULAR PHONES	2,700.00	2,700.00	196.44 ( 2,503.56)	7.28	1,673.63
101-41920-331	TRAVEL/MEALS/LODGING	300.00	300.00	.00 ( 300.00)	.00	300.39
101-41920-334	MILEAGE REIMBURSEMENT	700.00	700.00	134.82 ( 565.18)	19.26	415.80
101-41920-340	ADVERTISING	.00	.00	.00	.00	83.85
101-41920-360	INSURANCE AND BONDS	2,500.00	2,500.00	.00 ( 2,500.00)	.00	2,072.37
	<b>TOTAL OTHER CHARGES &amp; SERVIC</b>	<b>7,700.00</b>	<b>7,700.00</b>	<b>432.51 ( 7,267.49)</b>	<b>5.62</b>	<b>6,796.66</b>
<i>MISCELLANEOUS</i>						
101-41920-404	REPAIRS & MAINT LABOR VEH & EQ	250.00	250.00	.00 ( 250.00)	.00	46.00
101-41920-409	MAINT CONTRACTS-OFFICE EQUIP	2,500.00	2,500.00	2,090.00 ( 410.00)	83.60	2,270.00
101-41920-430	MISCELLANEOUS	200.00	200.00	.00 ( 200.00)	.00	65.08
101-41920-432	CREDIT CARD FEES-BLDG PERMITS	600.00	600.00	.00 ( 600.00)	.00	104.85
101-41920-433	DUES AND SUBSCRIPTIONS	1,400.00	1,400.00	130.00 ( 1,270.00)	9.29	532.00
101-41920-440	SCHOOLS & MEETINGS	2,800.00	2,800.00	780.00 ( 2,020.00)	27.86	1,261.00
	<b>TOTAL MISCELLANEOUS</b>	<b>7,750.00</b>	<b>7,750.00</b>	<b>3,000.00 ( 4,750.00)</b>	<b>38.71</b>	<b>4,278.93</b>
	<b>TOTAL BUILDING DEPARTMENT</b>	<b>287,347.00</b>	<b>287,347.00</b>	<b>32,514.19 ( 254,832.81)</b>	<b>11.32</b>	<b>314,174.56</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ENGINEERING</u>						
<i>OTHER CHARGES &amp; SERVICES</i>						
101-41925-303 ENGINEERING FEES	30,000.00	30,000.00	.00	( 30,000.00)	.00	25,574.93
<i>TOTAL OTHER CHARGES &amp; SERVIC</i>	30,000.00	30,000.00	.00	( 30,000.00)	.00	25,574.93
<b>TOTAL ENGINEERING</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>.00</b>	<b>( 30,000.00)</b>	<b>.00</b>	<b>25,574.93</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>PLANNING</b>						
<i>PERSONAL SERVICES</i>						
101-41935-101	140,961.00	140,961.00	11,140.80	( 129,820.20)	7.90	229,491.10
101-41935-112	2,500.00	2,500.00	.00	( 2,500.00)	.00	1,935.00
101-41935-121	10,870.00	10,870.00	835.56	( 10,034.44)	7.69	17,010.42
101-41935-122	11,280.00	11,280.00	807.26	( 10,472.74)	7.16	16,793.85
101-41935-131	30,735.00	30,735.00	7,898.92	( 22,836.08)	25.70	42,828.24
101-41935-132	3,980.00	3,980.00	.00	( 3,980.00)	.00	.00
101-41935-133	2,400.00	2,400.00	.00	( 2,400.00)	.00	3,134.68
101-41935-151	1,199.00	1,199.00	.00	( 1,199.00)	.00	1,108.44
101-41935-154	200.00	200.00	.00	( 200.00)	.00	220.15
<b>TOTAL PERSONAL SERVICES</b>	<b>204,125.00</b>	<b>204,125.00</b>	<b>20,682.54</b>	<b>( 183,442.46)</b>	<b>10.13</b>	<b>312,521.88</b>
<i>SUPPLIES</i>						
101-41935-201	700.00	700.00	.00	( 700.00)	.00	1,276.77
101-41935-209	1,200.00	1,200.00	.00	( 1,200.00)	.00	1,476.76
101-41935-210	200.00	200.00	.00	( 200.00)	.00	420.00
101-41935-212	350.00	350.00	.00	( 350.00)	.00	196.00
101-41935-221	200.00	200.00	.00	( 200.00)	.00	16.00
101-41935-240	250.00	250.00	.00	( 250.00)	.00	495.00
<b>TOTAL SUPPLIES</b>	<b>2,900.00</b>	<b>2,900.00</b>	<b>.00</b>	<b>( 2,900.00)</b>	<b>.00</b>	<b>3,880.53</b>
<i>OTHER CHARGES &amp; SERVICES</i>						
101-41935-301	2,500.00	2,500.00	.00	( 2,500.00)	.00	.00
101-41935-304	2,500.00	2,500.00	.00	( 2,500.00)	.00	280.00
101-41935-309	1,000.00	1,000.00	101.25	( 898.75)	10.13	846.25
101-41935-321	1,500.00	1,500.00	.00	( 1,500.00)	.00	897.49
101-41935-331	500.00	500.00	46.01	( 453.99)	9.20	337.65
101-41935-334	250.00	250.00	.00	( 250.00)	.00	12.20
101-41935-351	750.00	750.00	15.00	( 735.00)	2.00	551.14
101-41935-360	11,000.00	11,000.00	.00	( 11,000.00)	.00	10,229.64
<b>TOTAL OTHER CHARGES &amp; SERVIC</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>162.26</b>	<b>( 19,837.74)</b>	<b>.81</b>	<b>13,154.37</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<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	3,000.00	3,000.00	2,990.00 (	10.00)	99.67	2,990.00
101-41935-430 MISCELLANEOUS	1,000.00	1,000.00	.00 (	1,000.00)	.00 (	4,347.11)
101-41935-431 PROPERTY SECURING EXP	.00	.00	.00	.00	.00	583.50
101-41935-432 ABATEMENT COSTS	.00	.00	.00	.00	.00	4,011.96
101-41935-433 DUES AND SUBSCRIPTIONS	600.00	600.00	500.00 (	100.00)	83.33	1,094.87
101-41935-440 SCHOOL AND MEETINGS	1,500.00	1,500.00	.00 (	1,500.00)	.00	582.00
101-41935-488 COMP PLAN UPDATE	.00	20,737.00	.00 (	20,737.00)	.00	64,263.31
101-41935-489 OTHER CONTRACTED SERVICES	1,000.00	1,000.00	.00 (	1,000.00)	.00	.00
101-41935-490 FLYOVER PICTURES	5,000.00	5,000.00	.00 (	5,000.00)	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>12,400.00</b>	<b>33,137.00</b>	<b>3,490.00 (</b>	<b>29,647.00)</b>	<b>10.53</b>	<b>69,188.53</b>
<b>TOTAL PLANNING</b>	<b>239,425.00</b>	<b>260,162.00</b>	<b>24,334.80 (</b>	<b>235,827.20)</b>	<b>9.35</b>	<b>398,745.31</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>NEW CITY HALL BUILDING</b>						
<i>PERSONAL SERVICES</i>						
101-41950-101	FULL-TIME EMPLOYEES - REGULAR	24,920.00	24,920.00	1,931.20 ( 22,988.80)	7.75	25,044.81
101-41950-102	FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00 ( 1,000.00)	.00	.00
101-41950-121	PERA (EMPLOYER)	1,961.00	1,961.00	144.84 ( 1,816.16)	7.39	1,799.76
101-41950-122	FICA/MEDICARE (EMPLOYER)	2,001.00	2,001.00	142.54 ( 1,858.46)	7.12	1,843.73
101-41950-131	MEDICAL/DENTAL/LIFE	7,684.00	7,684.00	1,973.46 ( 5,710.54)	25.68	7,128.90
101-41950-132	LONGEVITY PAY	234.00	234.00	.00 ( 234.00)	.00	.00
101-41950-133	DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00 ( 600.00)	.00	.00
101-41950-151	WORKERS' COMPENSATION PREMIU	1,568.00	1,568.00	.00 ( 1,568.00)	.00	1,336.50
101-41950-154	HRA/FLEX FEES	50.00	50.00	.00 ( 50.00)	.00	36.75
	<i>TOTAL PERSONAL SERVICES</i>	<b>40,018.00</b>	<b>40,018.00</b>	<b>4,192.04 ( 35,825.96)</b>	<b>10.48</b>	<b>37,190.45</b>
<i>SUPPLIES</i>						
101-41950-212	GASOLINE/FUEL	200.00	200.00	.00 ( 200.00)	.00	29.49
101-41950-215	MAINTENANCE SUPPLIES	13,000.00	13,000.00	92.50 ( 12,907.50)	.71	6,455.06
101-41950-240	SMALL TOOLS & EQUIPMENT	1,500.00	1,500.00	.00 ( 1,500.00)	.00	.00
	<i>TOTAL SUPPLIES</i>	<b>14,700.00</b>	<b>14,700.00</b>	<b>92.50 ( 14,607.50)</b>	<b>.63</b>	<b>8,484.55</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-41950-321	TELEPHONE/CELLULAR PHONES	15,500.00	15,500.00	17.49 ( 15,482.51)	.11	16,924.85
101-41950-360	INSURANCE AND BONDS	3,000.00	3,000.00	.00 ( 3,000.00)	.00	1,917.45
101-41950-381	ELECTRIC UTILITIES	12,000.00	12,000.00	.00 ( 12,000.00)	.00	10,567.31
101-41950-382	WATER/WASTEWATER UTILITIES	1,400.00	1,400.00	238.09 ( 1,161.91)	17.01	1,348.26
101-41950-383	GAS UTILITIES	10,000.00	10,000.00	.00 ( 10,000.00)	.00	5,711.93
101-41950-384	REFUSE HAULING	8,000.00	8,000.00	.00 ( 8,000.00)	.00	7,496.29
	<i>TOTAL OTHER SERVICES AND CHA</i>	<b>49,900.00</b>	<b>49,900.00</b>	<b>255.58 ( 49,644.42)</b>	<b>.51</b>	<b>43,966.09</b>
<i>MISCELLANEOUS</i>						
101-41950-401	REPAIRS & MAINT LABOR - BLDGS	14,000.00	27,700.00	1,394.31 ( 26,305.69)	5.03	41,247.84
101-41950-409	MAINT CONTRACTS - OFFICE EQUIP	2,921.00	2,921.00	4,057.68 1,136.68	138.91	2,595.42
101-41950-413	RENTALS - OFFICE EQUIPMENT	14,000.00	14,000.00	41.08 ( 13,958.92)	.29	16,548.59
101-41950-430	MISCELLANEOUS	500.00	500.00	87.55 ( 412.45)	17.51	577.45
	<i>TOTAL MISCELLANEOUS</i>	<b>31,421.00</b>	<b>45,121.00</b>	<b>5,580.62 ( 39,540.38)</b>	<b>12.37</b>	<b>60,969.30</b>
	<b>TOTAL NEW CITY HALL BUILDING</b>	<b>136,039.00</b>	<b>149,739.00</b>	<b>10,120.74 ( 139,618.26)</b>	<b>6.76</b>	<b>148,610.39</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>POLICE DEPARTMENT</b>						
<i>PERSONAL SERVICES</i>						
101-42100-101	1,067,445.00	1,067,445.00	72,959.30	( 994,485.70)	6.83	1,009,147.57
101-42100-102	69,000.00	54,000.00	3,476.84	( 50,523.16)	6.44	61,372.33
101-42100-103	23,658.00	23,658.00	1,726.74	( 21,931.26)	7.30	25,983.55
101-42100-104	10,000.00	10,000.00	2,423.98	( 7,576.02)	24.24	19,192.80
101-42100-110	.00	15,000.00	6,138.86	( 8,861.14)	40.93	14,847.81
101-42100-116	39,150.00	39,150.00	.00	( 39,150.00)	.00	.00
101-42100-117	.00	.00	589.31	589.31	.00	7,545.15
101-42100-121	193,529.00	193,529.00	13,438.32	( 180,090.68)	6.94	171,860.81
101-42100-122	22,575.00	22,575.00	1,572.43	( 21,002.57)	6.97	20,898.83
101-42100-131	253,513.00	253,513.00	63,704.74	( 189,808.26)	25.13	229,483.56
101-42100-132	29,744.00	29,744.00	.00	( 29,744.00)	.00	.00
101-42100-133	19,200.00	19,200.00	.00	( 19,200.00)	.00	14,108.13
101-42100-151	52,100.00	52,100.00	.00	( 52,100.00)	.00	37,411.26
101-42100-154	1,500.00	1,500.00	.00	( 1,500.00)	.00	1,155.20
<b>TOTAL PERSONAL SERVICES</b>	<b>1,781,414.00</b>	<b>1,781,414.00</b>	<b>166,030.52</b>	<b>( 1,615,383.48)</b>	<b>9.32</b>	<b>1,613,007.00</b>
<i>SUPPLIES</i>						
101-42100-201	3,300.00	3,300.00	786.90	( 2,513.10)	23.85	2,313.75
101-42100-202	1,000.00	1,000.00	55.00	( 945.00)	5.50	1,500.15
101-42100-209	5,250.00	5,250.00	.00	( 5,250.00)	.00	8,232.12
101-42100-210	7,000.00	7,000.00	682.32	( 6,317.68)	9.75	6,171.32
101-42100-212	45,000.00	45,000.00	138.07	( 44,861.93)	.31	31,677.38
101-42100-213	5,000.00	5,000.00	.00	( 5,000.00)	.00	3,904.06
101-42100-214	1,000.00	1,000.00	267.71	( 732.29)	26.77	1,733.66
101-42100-217	3,500.00	3,500.00	.00	( 3,500.00)	.00	1,173.17
101-42100-221	16,500.00	16,500.00	508.84	( 15,991.16)	3.08	17,855.97
101-42100-231	26,400.00	30,400.00	889.65	( 29,510.35)	2.93	25,963.46
101-42100-232	2,000.00	2,000.00	.00	( 2,000.00)	.00	2,750.66
101-42100-240	8,500.00	10,100.00	1,585.69	( 8,514.31)	15.70	16,320.84
<b>TOTAL SUPPLIES</b>	<b>124,450.00</b>	<b>130,050.00</b>	<b>4,914.18</b>	<b>( 125,135.82)</b>	<b>3.78</b>	<b>119,596.54</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES AND CHARGES</i>						
101-42100-304 MISC PROFESSIONAL SERVICES	15,000.00	15,000.00	3,023.75	( 11,976.25)	20.16	11,065.30
101-42100-305 APPLICANT TESTING	2,200.00	5,700.00	.00	( 5,700.00)	.00	4,422.55
101-42100-321 TELEPHONE/CELLULAR PHONES	13,332.00	13,332.00	1,162.51	( 12,169.49)	8.72	12,446.40
101-42100-322 POSTAGE	300.00	300.00	.00	( 300.00)	.00	282.06
101-42100-331 TRAVEL/MEALS/LODGING	4,800.00	4,800.00	.00	( 4,800.00)	.00	1,590.48
101-42100-334 MILEAGE REIMBURSEMENT	200.00	200.00	.00	( 200.00)	.00	211.14
101-42100-360 INSURANCE AND BONDS	35,500.00	35,500.00	.00	( 35,500.00)	.00	34,190.19
101-42100-381 ELECTRIC UTILITIES	6,100.00	6,100.00	.00	( 6,100.00)	.00	5,434.60
101-42100-383 GAS UTILITIES	4,000.00	4,000.00	.00	( 4,000.00)	.00	2,813.36
101-42100-391 POLICE-OLD MNDOT ELECTRIC	2,000.00	2,000.00	.00	( 2,000.00)	.00	4,419.17
101-42100-392 POLICE-OLD MNDOT WATER/SEWER	1,500.00	1,500.00	285.00	( 1,215.00)	19.00	1,950.10
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>84,932.00</b>	<b>88,432.00</b>	<b>4,471.26</b>	<b>( 83,960.74)</b>	<b>5.06</b>	<b>78,825.35</b>
<i>MISCELLANEOUS</i>						
101-42100-404 REPAIR & MAINT LABOR - VEH/EQ	9,000.00	9,000.00	139.95	( 8,860.05)	1.56	6,150.70
101-42100-409 MAINT CONTRACTS - OFFICE EQUIP	21,500.00	21,500.00	13,769.80	( 7,730.20)	64.05	19,642.15
101-42100-410 POLICE RESERVE ACTIVITY	1,500.00	1,500.00	.00	( 1,500.00)	.00	836.01
101-42100-411 POLICE-AUTO PAWN SERVICE	2,700.00	2,700.00	.00	( 2,700.00)	.00	2,600.10
101-42100-413 RENTALS - OFFICE EQUIPMENT	.00	.00	.00	.00	.00	419.19
101-42100-429 MNDOT FACILITY OPERATING COSTS	10,000.00	10,000.00	249.99	( 9,750.01)	2.50	5,999.74
101-42100-433 DUES AND SUBSCRIPTIONS	6,270.00	6,270.00	4,551.67	( 1,718.33)	72.59	4,791.02
101-42100-440 SCHOOLS AND MEETINGS	11,000.00	11,000.00	3,789.05	( 7,210.95)	34.45	10,751.68
101-42100-489 OTHER CONTRACTED SERVICES	700.00	700.00	.00	( 700.00)	.00	1,361.12
<b>TOTAL MISCELLANEOUS</b>	<b>62,670.00</b>	<b>62,670.00</b>	<b>22,500.46</b>	<b>( 40,169.54)</b>	<b>35.90</b>	<b>52,551.71</b>
<b>TOTAL POLICE DEPARTMENT</b>	<b>2,053,466.00</b>	<b>2,062,566.00</b>	<b>197,916.42</b>	<b>( 1,864,649.58)</b>	<b>9.60</b>	<b>1,863,980.60</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>FIRE DEPARTMENT</b>						
<i>PERSONAL SERVICES</i>						
101-42200-101	FULL-TIME EMPLOYEES - REGULAR	73,528.00	73,528.00	5,684.80 ( 67,843.20)	7.73	70,339.13
101-42200-103	PART-TIME EMPLOYEES - REGULAR	47,000.00	47,000.00	.00 ( 47,000.00)	.00	43,938.00
101-42200-121	PERA (EMPLOYER)	11,991.00	11,991.00	920.94 ( 11,070.06)	7.68	11,442.76
101-42200-122	FICA/MEDICARE (EMPLOYER)	9,259.00	9,259.00	79.88 ( 9,179.12)	.86	4,306.07
101-42200-131	MEDICAL/DENTAL/LIFE INS	15,367.00	15,367.00	3,949.46 ( 11,417.54)	25.70	14,280.72
101-42200-132	FIRE LONGEVITY PAY	491.00	491.00	.00 ( 491.00)	.00	.00
101-42200-133	DEDUCTIBLE CONTRIBUTION	1,200.00	1,200.00	.00 ( 1,200.00)	.00	.00
101-42200-151	WORKERS' COMPENSATION PREMIU	31,393.00	31,393.00	.00 ( 31,393.00)	.00	25,097.99
101-42200-154	HRA/FLEX FEES	100.00	100.00	.00 ( 100.00)	.00	73.40
	<b>TOTAL PERSONAL SERVICES</b>	<b>190,329.00</b>	<b>190,329.00</b>	<b>10,635.08 ( 179,693.92)</b>	<b>5.59</b>	<b>169,478.07</b>
<i>SUPPLIES</i>						
101-42200-201	OFFICE SUPPLIES - ACCESSORIES	800.00	800.00	.00 ( 800.00)	.00	123.25
101-42200-204	STATIONARY, FORMS AND ENVELOP	100.00	100.00	.00 ( 100.00)	.00	.00
101-42200-210	MISCELLANEOUS OPER SUPPLIES	7,500.00	7,500.00	167.38 ( 7,332.62)	2.23	4,566.05
101-42200-212	GASOLINE/FUEL/LUB/ADDITIVES	7,500.00	7,500.00	138.07 ( 7,361.93)	1.84	5,390.17
101-42200-215	SHOP MAINTENANCE SUPPLIES	200.00	200.00	.00 ( 200.00)	.00	.00
101-42200-221	REPAIR & MAINT SUPP - VEH/EQ	6,500.00	6,500.00	1,340.47 ( 5,159.53)	20.62	38,576.71
101-42200-223	REPAIR & MAINT SUPP - BLDGS	1,000.00	1,000.00	.00 ( 1,000.00)	.00	169.21
101-42200-231	UNIFORM ALLOWANCE	13,000.00	13,000.00	.00 ( 13,000.00)	.00	8,949.93
101-42200-240	FIRE DEPT SMALL TOOLS	4,000.00	4,000.00	67.94 ( 3,932.06)	1.70	797.80
101-42200-241	SMALL TOOLS GRANT FUNDED	.00	.00	.00 .00	.00	2,883.91
	<b>TOTAL SUPPLIES</b>	<b>40,600.00</b>	<b>40,600.00</b>	<b>1,713.86 ( 38,886.14)</b>	<b>4.22</b>	<b>61,457.03</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-42200-301	AUDITING AND ACCOUNTING	1,000.00	1,000.00	.00 ( 1,000.00)	.00	350.00
101-42200-304	MISC PROFESSIONAL SERVICES	7,500.00	7,500.00	75.00 ( 7,425.00)	1.00	9,735.25
101-42200-307	CITY FUNDED PENSION CONTRIB	10,000.00	10,000.00	.00 ( 10,000.00)	.00	10,000.00
101-42200-321	TELEPHONE/CELLULAR PHONES	750.00	750.00	80.01 ( 669.99)	10.67	890.10
101-42200-331	TRAVEL/MEALS/LODGING	750.00	750.00	.00 ( 750.00)	.00	752.22
101-42200-334	MILEAGE REIMBURSEMENT	500.00	500.00	.00 ( 500.00)	.00	.00
101-42200-340	ADVERTISING	200.00	200.00	101.40 ( 98.60)	50.70	99.00
101-42200-360	INSURANCE AND BONDS	9,000.00	9,000.00	.00 ( 9,000.00)	.00	7,065.12
101-42200-381	ELECTRIC UTILITIES	15,500.00	15,500.00	.00 ( 15,500.00)	.00	14,931.52
101-42200-382	WATER/WASTEWATER UTILITIES	650.00	650.00	43.32 ( 606.68)	6.66	543.15
101-42200-383	GAS UTILITIES	5,000.00	5,000.00	.00 ( 5,000.00)	.00	5,512.75
	<b>TOTAL OTHER SERVICES AND CHA</b>	<b>50,850.00</b>	<b>50,850.00</b>	<b>299.73 ( 50,550.27)</b>	<b>.59</b>	<b>49,879.11</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-42200-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	1,500.00	.00	( 1,500.00)	.00	308.20
101-42200-404 REPAIR & MAINT LABOR - VEH/EQ	1,500.00	1,500.00	.00	( 1,500.00)	.00	1,306.00
101-42200-433 DUES AND SUBSCRIPTIONS	1,300.00	1,300.00	546.00	( 754.00)	42.00	1,165.00
101-42200-440 SCHOOLS AND MEETINGS	8,000.00	8,000.00	550.00	( 7,450.00)	6.88	1,820.38
101-42200-441 GRANT FUNDED SCHOOLS	.00	.00	240.00	240.00	.00	1,219.00
<i>TOTAL MISCELLANEOUS</i>	<u>12,300.00</u>	<u>12,300.00</u>	<u>1,336.00</u>	<u>( 10,964.00)</u>	<u>10.86</u>	<u>5,818.58</u>
<b>TOTAL FIRE DEPARTMENT</b>	<u><u>294,079.00</u></u>	<u><u>294,079.00</u></u>	<u><u>13,984.67</u></u>	<u><u>( 280,094.33)</u></u>	<u><u>4.76</u></u>	<u><u>286,632.79</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>EMERGENCY MANAGEMENT</b>						
<i>SUPPLIES</i>						
101-42300-201 OFFICE SUPPLIES	500.00	500.00	.00 (	500.00)	.00	.00
101-42300-202 DUPLICATING & COPYING SUPPLIES	500.00	500.00	.00 (	500.00)	.00	.00
101-42300-209 SOFTWARE UPDATES	.00	.00	.00	.00	.00	916.00
101-42300-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	418.25 (	81.75)	83.65	532.97
101-42300-240 SMALL TOOLS AND MINOR EQUIP	3,000.00	3,000.00	.00 (	3,000.00)	.00	9,524.50
<b>TOTAL SUPPLIES</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>418.25 (</b>	<b>4,081.75)</b>	<b>9.29</b>	<b>10,973.47</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-42300-304 MISC PROF SERVICES	.00	.00	540.00	540.00	.00	2,596.25
101-42300-321 TELEPHONE	200.00	200.00	.00 (	200.00)	.00	70.02
101-42300-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00 (	500.00)	.00	155.86
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>700.00</b>	<b>700.00</b>	<b>540.00 (</b>	<b>160.00)</b>	<b>77.14</b>	<b>2,822.13</b>
<i>MISCELLANEOUS</i>						
101-42300-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	.00 (	1,500.00)	.00	750.00
101-42300-441 GRANT FUNDED SCHOOLS	.00	.00	.00	.00	.00	600.00
<b>TOTAL MISCELLANEOUS</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>.00 (</b>	<b>1,500.00)</b>	<b>.00</b>	<b>1,350.00</b>
<b>TOTAL EMERGENCY MANAGEMENT</b>	<b>6,700.00</b>	<b>6,700.00</b>	<b>958.25 (</b>	<b>5,741.75)</b>	<b>14.30</b>	<b>15,145.60</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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 &amp; CHARGES</i>						
101-42700-310 ANIMAL CONTROL SERVICES	5,500.00	5,500.00	400.00	( 5,100.00)	7.27	4,985.00
<i>TOTAL OTHER SERVICES &amp; CHARG</i>	<i>5,500.00</i>	<i>5,500.00</i>	<i>400.00</i>	<i>( 5,100.00)</i>	<i>7.27</i>	<i>4,985.00</i>
<b>TOTAL ANIMAL CONTROL</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>400.00</b>	<b>( 5,100.00)</b>	<b>7.27</b>	<b>4,985.00</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>STREETS</b>						
<i>PERSONAL SERVICES</i>						
101-43001-101 FULL-TIME EMPLOYEES - REGULAR	511,361.00	534,623.00	42,072.56	( 492,550.44)	7.87	532,210.74
101-43001-102 FULL-TIME EMPLOYEES - OVERTIME	32,080.00	8,080.00	971.40	( 7,108.60)	12.02	3,185.30
101-43001-104 TEMP/SEAS EMPLOYEES REGULAR	12,430.00	12,430.00	.00	( 12,430.00)	.00	10,363.35
101-43001-105 TEMP/SEAS EMPLOYEES - OVERTIME	.00	.00	.00	.00	.00	7.41
101-43001-110 HOURS WORKED HOLIDAY	.00	.00	2,173.93	2,173.93	.00	.00
101-43001-111 OVERTIME-SNOWPLOWING	.00	24,000.00	6,619.28	( 17,380.72)	27.58	23,552.55
101-43001-112 OVERTIME MOSQUITO SPRAYING	.00	.00	.00	.00	.00	3,025.66
101-43001-121 PERA (EMPLOYER)	43,397.00	43,800.00	3,887.78	( 39,912.22)	8.88	41,787.22
101-43001-122 FICA/MEDICARE (EMPLOYER)	45,216.00	45,626.00	3,856.61	( 41,769.39)	8.45	42,402.94
101-43001-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	133,186.00	133,186.00	34,194.50	( 98,991.50)	25.67	123,667.53
101-43001-132 STREETS LONGEVITY PAY	19,215.00	19,403.00	.00	( 19,403.00)	.00	.00
101-43001-133 STREETS INS DEDUCTIBLE CONTRIB	10,400.00	10,400.00	.00	( 10,400.00)	.00	6,988.24
101-43001-151 WORKERS' COMPENSATION PREMIU	53,429.00	53,959.00	.00	( 53,959.00)	.00	40,392.61
101-43001-154 HRA/FLEX FEES	725.00	725.00	.00	( 725.00)	.00	635.45
<b>TOTAL PERSONAL SERVICES</b>	<b>861,439.00</b>	<b>886,232.00</b>	<b>93,776.06</b>	<b>( 792,455.94)</b>	<b>10.58</b>	<b>828,219.00</b>
<i>SUPPLIES</i>						
101-43001-201 OFFICE SUPPLIES-ACCESSORIES	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,644.91
101-43001-202 DUPLICATING AND COPYING SUPPLI	100.00	100.00	.00	( 100.00)	.00	59.98
101-43001-204 STATIONERY, FORMS & ENVELOPES	100.00	100.00	.00	( 100.00)	.00	173.75
101-43001-209 SOFTWARE UPDATES	750.00	750.00	.00	( 750.00)	.00	.00
101-43001-210 MISCELLANEOUS OPER SUPPLIES	12,000.00	12,000.00	782.77	( 11,217.23)	6.52	9,665.65
101-43001-212 GASOLINE/FUEL/LUB/ADDITIVES	45,000.00	45,000.00	136.06	( 44,861.94)	.31	26,527.56
101-43001-215 SHOP MAINTENANCE SUPPLIES	500.00	500.00	179.72	( 320.28)	35.94	1,626.51
101-43001-219 SNOW REMOVAL MATERIALS	70,000.00	70,000.00	18,635.57	( 51,364.43)	26.62	48,407.43
101-43001-221 REPAIR & MAINT SUPP-VEH/EQ	42,000.00	42,000.00	4,661.28	( 37,336.72)	11.10	52,769.77
101-43001-224 REPAIR & MAINT-INFRASTRUCTURE	14,000.00	14,000.00	2,446.95	( 11,553.05)	17.48	15,954.45
101-43001-226 SIGNS	6,000.00	6,000.00	.00	( 6,000.00)	.00	3,271.82
101-43001-240 SMALL TOOLS AND MINOR EQUIP	4,000.00	4,000.00	928.41	( 3,071.59)	23.21	6,573.31
<b>TOTAL SUPPLIES</b>	<b>195,450.00</b>	<b>195,450.00</b>	<b>27,772.76</b>	<b>( 167,677.24)</b>	<b>14.21</b>	<b>166,675.14</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-43001-304 MISC PROFESSIONAL FEES	5,000.00	5,000.00	100.00	( 4,900.00)	2.00	4,434.92
101-43001-321 TELEPHONE/CELLULAR PHONES	6,000.00	6,000.00	45.00	( 5,955.00)	.75	12,342.81
101-43001-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	( 500.00)	.00	.00
101-43001-340 ADVERTISING	400.00	400.00	.00	( 400.00)	.00	.00
101-43001-360 INSURANCE AND BONDS	20,500.00	20,500.00	.00	( 20,500.00)	.00	16,084.53
101-43001-381 ELECTRIC UTILITIES	400.00	400.00	.00	( 400.00)	.00	361.52
101-43001-382 WATER/WASTEWATER UTILITIES	600.00	600.00	80.52	( 519.48)	13.42	1,183.83
<b>TOTAL OTHER SERVICES AND CHA</b>	<b>33,400.00</b>	<b>33,400.00</b>	<b>225.52</b>	<b>( 33,174.48)</b>	<b>.68</b>	<b>34,407.61</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-43001-404 REPAIR & MAINT LABOR-VEH/EQ	4,000.00	4,000.00	.00	( 4,000.00)	.00	2,119.90
101-43001-405 EMERG MGMT REP & MAINT	500.00	500.00	.00	( 500.00)	.00	.00
101-43001-406 PAINTING AND STRIPING	18,000.00	18,000.00	.00	( 18,000.00)	.00	9,800.53
101-43001-413 BNSF PARKING LEASE	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,151.48
101-43001-417 RENTALS - UNIFORMS	9,000.00	9,000.00	624.08	( 8,375.92)	6.93	6,237.23
101-43001-430 MISCELLANEOUS	2,500.00	2,500.00	.00	( 2,500.00)	.00	30.00
101-43001-433 DUES AND SUBSCRIPTIONS	800.00	800.00	64.35	( 735.65)	8.04	1,175.94
101-43001-440 SCHOOLS AND MEETINGS	1,000.00	1,000.00	.00	( 1,000.00)	.00	510.00
101-43001-444 INSECT CONTROL	7,000.00	7,000.00	.00	( 7,000.00)	.00	6,824.40
101-43001-445 DISEASED TREE PROGRAM	7,500.00	7,500.00	.00	( 7,500.00)	.00	24,852.15
101-43001-446 WEED CONTROL	2,500.00	2,500.00	.00	( 2,500.00)	.00	3,325.90
101-43001-447 DOWNTOWN DECORATIONS	7,000.00	7,000.00	.00	( 7,000.00)	.00	7,697.30
101-43001-451 TOWNSHIP PAVEMENT ASSESSMENT	.00	13,492.00	.00	( 13,492.00)	.00	13,491.72
101-43001-489 OTHER CONTRACTED SERVICES	12,000.00	12,000.00	260.00	( 11,740.00)	2.17	14,808.26
<i>TOTAL MISCELLANEOUS</i>	<u>74,800.00</u>	<u>88,292.00</u>	<u>948.43</u>	<u>( 87,343.57)</u>	<u>1.07</u>	<u>93,024.81</u>
<b>TOTAL STREETS</b>	<u><u>1,165,089.00</u></u>	<u><u>1,203,374.00</u></u>	<u><u>122,722.77</u></u>	<u><u>( 1,080,651.23)</u></u>	<u><u>10.20</u></u>	<u><u>1,122,326.56</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>STREET LIGHTING</u>							
<i>SUPPLIES</i>							
101-43160-238	REPAIR & MAINT SUPP - INFRASTR	20,000.00	10,000.00	180.08	( 9,819.92)	1.80	9,025.02
	<i>TOTAL SUPPLIES</i>	20,000.00	10,000.00	180.08	( 9,819.92)	1.80	9,025.02
<i>OTHER SERVICES &amp; CHARGES</i>							
101-43160-381	ELECTRIC UTILITIES	165,000.00	175,000.00	.00	( 175,000.00)	.00	172,833.28
	<i>TOTAL OTHER SERVICES &amp; CHARG</i>	165,000.00	175,000.00	.00	( 175,000.00)	.00	172,833.28
<i>MISCELLANEOUS</i>							
101-43160-402	SIGNAL LIGHT REPAIRS	1,500.00	1,500.00	.00	( 1,500.00)	.00	630.00
	<i>TOTAL MISCELLANEOUS</i>	1,500.00	1,500.00	.00	( 1,500.00)	.00	630.00
	<b>TOTAL STREET LIGHTING</b>	<b>186,500.00</b>	<b>186,500.00</b>	<b>180.08</b>	<b>( 186,319.92)</b>	<b>.10</b>	<b>182,488.30</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>MAINTENANCE BUILDING</b>						
<i>SUPPLIES</i>						
101-43170-215 SHOP MAINTENANCE SUPPLIES	500.00	500.00	.00	( 500.00)	.00	.00
<i>TOTAL SUPPLIES</i>	500.00	500.00	.00	( 500.00)	.00	.00
<i>OTHER SERVICES AND CHARGES</i>						
101-43170-381 ELECTRIC UTILITIES	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,352.51
101-43170-382 WATER/WASTEWATER UTILITIES	2,000.00	2,000.00	247.68	( 1,752.32)	12.38	1,584.97
101-43170-383 GAS UTILITIES	13,000.00	13,000.00	.00	( 13,000.00)	.00	9,463.08
<i>TOTAL OTHER SERVICES AND CHA</i>	18,000.00	18,000.00	247.68	( 17,752.32)	1.38	13,400.56
<i>MISCELLANEOUS</i>						
101-43170-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	1,500.00	285.00	( 1,215.00)	19.00	841.00
101-43170-430 MISCELLANEOUS	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	2,500.00	2,500.00	285.00	( 2,215.00)	11.40	841.00
<b>TOTAL MAINTENANCE BUILDING</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>532.68</b>	<b>( 20,467.32)</b>	<b>2.54</b>	<b>14,241.56</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>ICE RINK</b>						
<i>PERSONAL SERVICES</i>						
101-45127-104	TEMP/SEAS EMPLOYEES - REGULAR	.00	3,780.00	.00 ( 3,780.00)	.00	.00
101-45127-121	PERA (EMPLOYER)	.00	284.00	.00 ( 284.00)	.00	.00
101-45127-122	FICA/MEDICARE (EMPLOYER)	.00	289.00	.00 ( 289.00)	.00	.00
101-45127-151	WORKERS' COMPENSATION PREMIU	.00	180.00	.00 ( 180.00)	.00	.00
	<b>TOTAL PERSONAL SERVICES</b>	<b>.00</b>	<b>4,533.00</b>	<b>.00 ( 4,533.00)</b>	<b>.00</b>	<b>.00</b>
<i>SUPPLIES</i>						
101-45127-210	MISCELLANEOUS OPER SUPPLIES	500.00	500.00	.00 ( 500.00)	.00	263.11
101-45127-215	SHOP MAINTENANCE SUPPLIES	102.00	102.00	.00 ( 102.00)	.00	.00
101-45127-221	REPAIR & MAINT SUPP - VEH/EQ	1,800.00	1,800.00	.00 ( 1,800.00)	.00	69.45
101-45127-223	REPAIR & MAINT SUPP - BLDGS	450.00	450.00	.00 ( 450.00)	.00	85.00
	<b>TOTAL SUPPLIES</b>	<b>2,852.00</b>	<b>2,852.00</b>	<b>.00 ( 2,852.00)</b>	<b>.00</b>	<b>417.56</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-45127-360	INSURANCE AND BONDS	2,500.00	2,500.00	.00 ( 2,500.00)	.00	.00
101-45127-381	ELECTRIC UTILITIES	14,000.00	14,000.00	.00 ( 14,000.00)	.00	4,289.82
101-45127-382	WATER/WASTEWATER UTILITIES	1,000.00	1,000.00	80.71 ( 919.29)	8.07	.00
101-45127-383	GAS UTILITIES	6,000.00	6,000.00	.00 ( 6,000.00)	.00	3,915.81
	<b>TOTAL OTHER SERVICES AND CHA</b>	<b>23,500.00</b>	<b>23,500.00</b>	<b>80.71 ( 23,419.29)</b>	<b>.34</b>	<b>8,205.63</b>
<i>MISCELLANEOUS</i>						
101-45127-415	RENTALS - OTHER EQUIPMENT	500.00	500.00	.00 ( 500.00)	.00	423.33
101-45127-487	ICE RINK LIGHTING LEASE	23,148.00	23,148.00	.00 ( 23,148.00)	.00	.00
	<b>TOTAL MISCELLANEOUS</b>	<b>23,648.00</b>	<b>23,648.00</b>	<b>.00 ( 23,648.00)</b>	<b>.00</b>	<b>423.33</b>
	<b>TOTAL ICE RINK</b>	<b>50,000.00</b>	<b>54,533.00</b>	<b>80.71 ( 54,452.29)</b>	<b>.15</b>	<b>9,046.52</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>PARKS &amp; RECREATION</b>						
<i>PERSONAL SERVICES</i>						
101-45200-101	FULL-TIME EMPLOYEES - REGULAR	111,011.00	111,863.00	8,578.40 ( 103,284.60)	7.67	110,121.50
101-45200-102	FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	58.61 ( 941.39)	5.86	765.12
101-45200-104	TEMP/SEAS EMPLOYEES - REGULAR	12,428.00	12,428.00	.00 ( 12,428.00)	.00	9,825.00
101-45200-105	TEMP/SEAS EMPLOYEES - OVERTIME	.00	.00	.00 .00	.00	3.75
101-45200-112	PARKS & REC COMM STIPENDS	3,000.00	3,000.00	35.00 ( 2,965.00)	1.17	1,000.00
101-45200-121	PERA (EMPLOYER)	8,510.00	8,575.00	647.79 ( 7,927.21)	7.55	8,171.37
101-45200-122	FICA/MEDICARE (EMPLOYER)	9,860.00	9,928.00	645.55 ( 9,282.45)	6.50	8,958.21
101-45200-131	MEDICAL/DENTAL/LIFE	30,761.00	30,761.00	7,898.92 ( 22,862.08)	25.68	28,561.44
101-45200-132	PARKS LONGEVITY PAY	1,459.00	1,473.00	.00 ( 1,473.00)	.00	.00
101-45200-133	PARKS INSUR DEDUCTIBLE CONTRIB	2,400.00	2,400.00	.00 ( 2,400.00)	.00	1,936.58
101-45200-151	WORKERS' COMPENSATION PREMIU	5,736.00	5,775.00	.00 ( 5,775.00)	.00	4,629.24
101-45200-154	HRA/FLEX FEES	200.00	200.00	.00 ( 200.00)	.00	146.80
	<b>TOTAL PERSONAL SERVICES</b>	<b>186,365.00</b>	<b>187,403.00</b>	<b>17,864.27 ( 169,538.73)</b>	<b>9.53</b>	<b>174,119.01</b>
<i>SUPPLIES</i>						
101-45200-210	MISCELLANEOUS OPER SUPPLIES	3,500.00	3,500.00	.00 ( 3,500.00)	.00	4,040.13
101-45200-212	GASOLINE/FUEL/LUB/ADDITIVES	5,000.00	5,000.00	138.07 ( 4,861.93)	2.76	7,883.58
101-45200-221	REPAIR & MAINT SUPP - VEH/EQ	6,000.00	6,000.00	.00 ( 6,000.00)	.00	5,243.18
101-45200-223	REPAIR & MAINT SUPP - BLDG/INF	5,000.00	5,000.00	106.04 ( 4,893.96)	2.12	8,021.10
101-45200-228	SIGNS	1,000.00	1,000.00	.00 ( 1,000.00)	.00	.00
101-45200-230	MASTER GARDENERS SUPPLIES	200.00	200.00	.00 ( 200.00)	.00	250.00
101-45200-240	SMALL TOOLS & MINOR EQUIP	300.00	300.00	.00 ( 300.00)	.00	635.88
	<b>TOTAL SUPPLIES</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>244.11 ( 20,755.89)</b>	<b>1.16</b>	<b>26,073.87</b>
<i>OTHER SERVICES AND CHARGES</i>						
101-45200-304	PROFESSIONAL SERV-PARK STUDY	.00	.00	.00 .00	.00	555.00
101-45200-305	PARK CONTRACTED SERVICES	500.00	500.00	.00 ( 500.00)	.00	361.00
101-45200-321	TELEPHONE/CELLULAR PHONES	500.00	500.00	.00 ( 500.00)	.00	.00
101-45200-340	ADVERTISING	350.00	350.00	.00 ( 350.00)	.00	.00
101-45200-351	LEGAL NOTICES/ORD PUBLISHING	200.00	200.00	.00 ( 200.00)	.00	.00
101-45200-360	INSURANCE AND BONDS	20,000.00	20,000.00	.00 ( 20,000.00)	.00	16,129.27
101-45200-381	ELECTRIC UTILITIES	24,000.00	24,000.00	.00 ( 24,000.00)	.00	23,139.99
101-45200-382	WATER/WASTEWATER UTILITIES	2,000.00	2,000.00	72.90 ( 1,927.10)	3.65	1,034.58
	<b>TOTAL OTHER SERVICES AND CHA</b>	<b>47,550.00</b>	<b>47,550.00</b>	<b>72.90 ( 47,477.10)</b>	<b>.15</b>	<b>41,219.84</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	1,275.00	1,275.00	.00	( 1,275.00)	.00	5,405.00
101-45200-415 RENTALS - OTHER EQUIPMENT	6,000.00	6,000.00	.00	( 6,000.00)	.00	7,424.00
101-45200-417 RENTALS - UNIFORMS	.00	.00	63.40	63.40	.00	410.36
101-45200-430 MISCELLANEOUS	500.00	500.00	.00	( 500.00)	.00	.00
101-45200-440 SCHOOLS AND MEETINGS	100.00	100.00	.00	( 100.00)	.00	.00
101-45200-445 WEED CONTROL AND FERTILIZER	16,000.00	16,000.00	.00	( 16,000.00)	.00	9,575.90
101-45200-485 PROPERTY TAXES	3,300.00	3,300.00	.00	( 3,300.00)	.00	3,106.00
101-45200-486 SUMMER RECREATION	1,800.00	1,800.00	.00	( 1,800.00)	.00	1,933.47
101-45200-488 LIBRARY EXPENSES	26,000.00	26,000.00	.00	( 26,000.00)	.00	22,361.46
101-45200-489 SENIOR ACTIVITY CENTER EXP	.00	.00	.00	.00	.00	281.25
101-45200-493 YOGA GRANT FOR HERITAGE GRPAR	500.00	500.00	.00	( 500.00)	.00	750.00
101-45200-494 CAMB/ISANTI FALL COMM EVENT	2,425.00	2,425.00	.00	( 2,425.00)	.00	18.59
101-45200-495 SKI TRAIL MAINTENANCE AGREEMEN	4,500.00	4,500.00	.00	( 4,500.00)	.00	1,687.50
101-45200-496 PARKS ARTS & PROGRAMMING	15,000.00	15,000.00	.00	( 15,000.00)	.00	9,185.38
101-45200-497 ISANTI CO MASTER TRAIL CONTRIB	.00	.00	1,000.00	1,000.00	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>77,400.00</u>	<u>77,400.00</u>	<u>1,063.40</u>	<u>( 76,336.60)</u>	<u>1.37</u>	<u>62,138.91</u>
<b>TOTAL PARKS &amp; RECREATION</b>	<u><u>332,315.00</u></u>	<u><u>333,353.00</u></u>	<u><u>19,244.68</u></u>	<u><u>( 314,108.32)</u></u>	<u><u>5.77</u></u>	<u><u>303,551.63</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	796,785.00	796,785.00	.00	( 796,785.00)	.00	1,020,678.00
<i>TOTAL TRANSFERS</i>	<u>796,785.00</u>	<u>796,785.00</u>	<u>.00</u>	<u>( 796,785.00)</u>	<u>.00</u>	<u>1,020,678.00</u>
<b>TOTAL TRANSFERS OUT</b>	<u><u>796,785.00</u></u>	<u><u>796,785.00</u></u>	<u><u>.00</u></u>	<u><u>( 796,785.00)</u></u>	<u><u>.00</u></u>	<u><u>1,020,678.00</u></u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 101 - GENERAL FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	6,303,091.00	6,395,607.00	492,892.38			6,367,242.63
NET REVENUES OVER EXPENDITURE	.00	( 92,516.00)	( 422,897.68)			79,256.51

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 211 - AIRPORT OPERATING FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
CHARGES FOR SERVICES	65,000.00	65,000.00	12,098.56	52,901.44	537.25	71,852.05
OTHER	200.00	200.00	.00	200.00	.00	346.90
<b>TOTAL FUND REVENUE</b>	<b>65,200.00</b>	<b>65,200.00</b>	<b>12,098.56</b>	<b>53,101.44</b>	<b>538.91</b>	<b>72,198.95</b>
<b>EXPENDITURES</b>						
AIRPORT OPERATING						
AIRPORT OPERATING	62,200.00	62,200.00	2,797.78	( 59,402.22)	4.50	73,049.42
TRANSFERS OUT	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
<b>TOTAL AIRPORT OPERATING</b>	<b>65,200.00</b>	<b>65,200.00</b>	<b>2,797.78</b>	<b>( 62,402.22)</b>	<b>4.29</b>	<b>73,049.42</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>65,200.00</b>	<b>65,200.00</b>	<b>2,797.78</b>	<b>( 62,402.22)</b>	<b>4.29</b>	<b>73,049.42</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>9,300.78</b>	<b>( 9,300.78)</b>	<b>.00</b>	<b>( 850.47)</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 211 - AIRPORT OPERATING FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>CHARGES FOR SERVICES</u>						
211-34920 HANGER LEASE & TIE DOWN FEES	9,000.00	9,000.00	9,306.64	( 306.64)	103.41	9,306.64
211-34921 MAINT REIMBURSEMENT - STATE	21,000.00	21,000.00	.00	21,000.00	.00	24,733.00
211-34925 AIRPLANE FUEL SALES	35,000.00	35,000.00	2,791.92	32,208.08	7.98	37,812.41
<b>TOTAL CHARGES FOR SERVICES</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>12,098.56</b>	<b>52,901.44</b>	<b>18.61</b>	<b>71,852.05</b>
<u>OTHER</u>						
211-36210 INTEREST EARNINGS	200.00	200.00	.00	200.00	.00	346.90
<b>TOTAL OTHER</b>	<b>200.00</b>	<b>200.00</b>	<b>.00</b>	<b>200.00</b>	<b>.00</b>	<b>346.90</b>
<b>TOTAL FUND REVENUE</b>	<b>65,200.00</b>	<b>65,200.00</b>	<b>12,098.56</b>			<b>72,198.95</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 211 - AIRPORT OPERATING FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>AIRPORT OPERATING</b>						
<i>SUPPLIES</i>						
211-49000-210	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,735.69
211-49000-212	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
211-49000-221	4,000.00	4,000.00	128.03	( 3,871.97)	3.20	13,608.15
211-49000-223	250.00	250.00	.00	( 250.00)	.00	705.02
211-49000-226	150.00	150.00	.00	( 150.00)	.00	.00
211-49000-228	2,500.00	2,500.00	.00	( 2,500.00)	.00	1,882.93
211-49000-251	31,000.00	31,000.00	2,496.78	( 28,503.22)	8.05	34,858.85
<b>TOTAL SUPPLIES</b>	<b>39,900.00</b>	<b>39,900.00</b>	<b>2,624.81</b>	<b>( 37,275.19)</b>	<b>6.58</b>	<b>52,790.64</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
211-49000-304	250.00	250.00	.00	( 250.00)	.00	.00
211-49000-321	1,750.00	1,750.00	114.78	( 1,635.22)	6.56	1,311.35
211-49000-331	500.00	500.00	.00	( 500.00)	.00	.00
211-49000-351	100.00	100.00	7.12	( 92.88)	7.12	11.13
211-49000-360	3,800.00	3,800.00	.00	( 3,800.00)	.00	3,263.59
211-49000-381	6,200.00	6,200.00	.00	( 6,200.00)	.00	5,792.97
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>12,600.00</b>	<b>12,600.00</b>	<b>121.90</b>	<b>( 12,478.10)</b>	<b>.97</b>	<b>10,379.04</b>
<i>MISCELLANEOUS</i>						
211-49000-401	950.00	950.00	.00	( 950.00)	.00	5,169.37
211-49000-403	5,000.00	5,000.00	.00	( 5,000.00)	.00	1,383.02
211-49000-404	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,210.00
211-49000-430	2,000.00	2,000.00	51.07	( 1,948.93)	2.55	1,493.35
211-49000-433	150.00	150.00	.00	( 150.00)	.00	224.00
211-49000-440	200.00	200.00	.00	( 200.00)	.00	.00
211-49000-441	.00	.00	.00	.00	.00	400.00
211-49000-489	400.00	400.00	.00	( 400.00)	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>9,700.00</b>	<b>9,700.00</b>	<b>51.07</b>	<b>( 9,648.93)</b>	<b>.53</b>	<b>9,879.74</b>
<b>TOTAL AIRPORT OPERATING</b>	<b>62,200.00</b>	<b>62,200.00</b>	<b>2,797.78</b>	<b>( 59,402.22)</b>	<b>4.50</b>	<b>73,049.42</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
	<i>TOTAL TRANSFERS</i>	3,000.00	3,000.00	.00	( 3,000.00)	.00	.00
	<b>TOTAL TRANSFERS OUT</b>	<u>3,000.00</u>	<u>3,000.00</u>	<u>.00</u>	<u>( 3,000.00)</u>	<u>.00</u>	<u>.00</u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 211 - AIRPORT OPERATING FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	65,200.00	65,200.00	2,797.78			73,049.42
NET REVENUES OVER EXPENDITURE	.00	.00	9,300.78			( 850.47)

**CITY OF CAMBRIDGE**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUNDS 303-397 - DEBT SERVICE**

	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>UNUSED/ YTD ACTUAL</u>	<u>% OF UNEARNED</u>
<u>PROPERTY TAX</u>				
31010 CURRENT	661,995.00	661,995.00	.00	661,995.00
	<u>661,995.00</u>	<u>661,995.00</u>	<u>.00</u>	<u>661,995.00</u>
<u>SPECIAL ASSESSMENTS</u>				
36101/36102 "PRINCIPAL, INT & PENALTIES"	406,137.00	406,137.00	.00	406,137.00
	<u>406,137.00</u>	<u>406,137.00</u>	<u>.00</u>	<u>406,137.00</u>
<u>OTHER FINANCING SOURCES</u>				
36210 INTEREST EARNINGS	500.00	500.00	.00	500.00
	<u>500.00</u>	<u>500.00</u>	<u>.00</u>	<u>500.00</u>
<u>TRANSFERS</u>				
39200-39204 GENERAL FUND TRANSFER IN	116,000.00	116,000.00	.00	116,000.00
	<u>116,000.00</u>	<u>116,000.00</u>	<u>.00</u>	<u>116,000.00</u>
TOTAL REVENUE	<u><u>1,184,632.00</u></u>	<u><u>1,184,632.00</u></u>	<u><u>.00</u></u>	<u><u>1,184,632.00</u></u>

**CITY OF CAMBRIDGE**  
**EXPENSES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUNDS 303-397 - DEBT SERVICE**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>DEBT SERVICE</u>						
47000601-610	PRINCIPAL	1,272,893.00	1,272,893.00	1,298,343.66	25,450.66	
47000611	INTEREST	181,793.00	181,793.00	91,152.85	( 90,640.15)	50.14
47000620	OTHER FEES	900.00	900.00	2,250.00	1,350.00	250.00
49300720	TRANSFERS OUT	116,000.00	116,000.00	.00	( 116,000.00)	.00
		<u>1,571,586.00</u>	<u>1,571,586.00</u>	<u>1,391,746.51</u>	<u>( 179,839.49)</u>	<u>88.56</u>
TOTAL EXPENSES		<u>1,571,586.00</u>	<u>1,571,586.00</u>	<u>1,391,746.51</u>	<u>( 179,839.49)</u>	<u>88.56</u>
NET REVENUES						
OVER(UNDER) EXPENSES		<u>( 386,954.00)</u>	<u>( 386,954.00)</u>	<u>( 1,391,746.51)</u>		



**CITY OF CAMBRIDGE**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUNDS 400-499 - CAPITAL PROJECTS**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>SPECIAL ASSESSMENTS &amp; TAXES</u>					
36101/36102 "PRINCIPAL, INT & PENALTIES"	11,861.00	11,861.00	.00	11,861.00	.00
	11,861.00	11,861.00	.00	11,861.00	.00
<u>CHARGES FOR SERVICE</u>					
36230 TOWNSHIP FIRE CONTRACTS	36,212.00	36,212.00	.00	36,212.00	.00
37XXX,34404 AREA CHARGES & PARK DEDICATION FEES	.00	.00	1,653.02	( 1,653.02)	.00
	36,212.00	36,212.00	1,653.02	34,558.98	4.56
<u>INTERGOVERNMENTAL</u>					
33419-33429 STATE AID	.00	.00	7,500.00	( 7,500.00)	.00
33160-33169 FEDERAL AID	45,000.00	45,000.00	151.00	44,849.00	.34
	45,000.00	45,000.00	7,651.00	37,349.00	17.00
<u>OTHER FINANCING SOURCES</u>					
36210 INTEREST EARNINGS	1,600.00	1,600.00	.00	1,600.00	.00
36230 DONATIONS	500.00	500.00	1,500.00	( 1,000.00)	300.00
32299 UTILITY PERMITS	.00	.00	354.78	( 354.78)	.00
	2,100.00	2,100.00	1,854.78	245.22	88.32
<u>TRANSFERS</u>					
39200-39204 GENERAL FUND TRANSFER IN	726,785.00	726,785.00	.00	726,785.00	.00
	726,785.00	726,785.00	.00	726,785.00	.00
<b>TOTAL REVENUE</b>	<b>821,958.00</b>	<b>821,958.00</b>	<b>11,158.80</b>	<b>810,799.20</b>	<b>1.36</b>

**CITY OF CAMBRIDGE**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUNDS 400-499 - CAPITAL PROJECTS**

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY</u>						
415-45200-560	PARK IMPROVEMENTS	30,000.00	30,000.00	.00	( 30,000.00)	.00
415-45200-582	LEGACY GRANT FISHING PIER					
415-45200-583	LEGACY GRANT RESTROOM & PARKING					
415-45200-591	CITY PARK IMPROVEMENTS					
415-45200-594	HERITAGE GREEN TENNIS COURTS					
415-45200-595	WATER TOWER PARK SWING PROJECT					
417-42100-550	POLICE CAR EQUIPMENT	49,723.00	49,723.00	.00	( 49,723.00)	.00
417-42100-551	SQUAD CAMERA	5,300.00	5,300.00	.00	( 5,300.00)	.00
417-42100-570	TECHNOLOGY UPDATES	11,000.00	11,000.00	.00	( 11,000.00)	.00
417-42100-580	OTHER POLICE DEPT EQUIPMENT					
417-42100-590	EMERGENCY OPER CENTER EXPEND	6,000.00	6,000.00	.00	( 6,000.00)	.00
418-43001-550	PW VEHICLE & EQUIPMENT	2,600.00	2,600.00	3,098.00	498.00	119.15
419-41320-580	ADMIN OTHER EQUIPMENT	2,500.00	2,500.00	.00	( 2,500.00)	.00
419-41500-570	FINANCE EQUIPMENT	38,500.00	38,500.00	.00	( 38,500.00)	.00
420-42200-540	FIRE EQUIPMENT	3,500.00	3,500.00	.00	( 3,500.00)	.00
420-42200-550	VEHICLES					
424-47000-617	BOND DISCOUNT					
424-47000-621	BOND PREMIMUM					
424-48000-303	ENGINEERING FEES					
424-48000-304	MISC PROFESSIONAL SERV					
424-48000-351	LEGAL NOTICES					
424-48000-530	IMPROVEMENTS					
426-48000-351	LEGAL NOTICE PUBLISHING					
426-48000-530	IMPROVEMENTS-REFRIGERATED ICE ①	.00	.00	107,776.65	107,776.65	.00
443-48000-223	CRACK SEALING AND SEAL COATING	50,000.00	50,000.00	.00	( 50,000.00)	.00
443-48000-224	STREET SEAL COATING	120,000.00	120,000.00	.00	( 120,000.00)	.00
443-48000-303	ENGINEERING FEES					
443-48000-532	MAIN STREET OVERLAY					
444-48000-303	ENGINEERING FEES					
444-48000-304	MISC PROFESSIONAL SERVICES					
444-48000-534	AIRPORT CREDIT CARD SYSTEM					
<b>TOTAL CAPITOL OUTLAY</b>		<b>319,123.00</b>	<b>319,123.00</b>	<b>110,874.65</b>	<b>( 208,248.35)</b>	<b>34.74</b>

① need to carry over  
 unspent \$ from 2016.

**CITY OF CAMBRIDGE**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUNDS 400-499 - CAPITAL PROJECTS**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>TRANSFERS OUT</u>					
401-48000-720 TRANSFERS OUT	100,000.00	100,000.00	.00	( 100,000.00)	.00
414-49300-720 TRANSFERS OUT					
415-49300-720 TRANSFERS OUT					
417-49300-720 TRANSFERS OUT					
421-49300-720 TRANSFERS OUT					
424-49300-720 TRANSFERS OUT					
TOTAL TRANSFERS OUT	<u>100,000.00</u>	<u>100,000.00</u>	<u>.00</u>	<u>( 100,000.00)</u>	<u>.00</u>
TOTAL EXPENDITURES	<u>419,123.00</u>	<u>419,123.00</u>	<u>110,874.65</u>	<u>( 308,248.35)</u>	<u>26.45</u>
NET REVENUES					
OVER(UNDER) EXPENDITURES	<u>402,835.00</u>	<u>402,835.00</u>	<u>( 99,715.85)</u>		

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 601 - WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
SA & INTEREST EARNINGS	20,000.00	20,000.00	.00	20,000.00	.00	23,747.71
OPERATING REVENUE	1,768,148.00	1,768,148.00	122,860.27	1,645,287.73	1,439.15	1,799,985.15
OTHER FINANCING SOURCES	100,000.00	100,000.00	.00	100,000.00	.00	103,025.00
<b>TOTAL FUND REVENUE</b>	<b>1,888,148.00</b>	<b>1,888,148.00</b>	<b>122,860.27</b>	<b>1,765,287.73</b>	<b>1,536.83</b>	<b>1,926,757.86</b>
<b>EXPENDITURES</b>						
WATER FUND EXPENDITURES						
EXPENSE 400	1,784,731.00	1,784,731.00	50,152.39	( 1,734,578.61)	2.81	1,679,366.45
<b>TOTAL WATER FUND EXPENDITURES</b>	<b>1,784,731.00</b>	<b>1,784,731.00</b>	<b>50,152.39</b>	<b>( 1,734,578.61)</b>	<b>2.81</b>	<b>1,679,366.45</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>1,784,731.00</b>	<b>1,784,731.00</b>	<b>50,152.39</b>	<b>( 1,734,578.61)</b>	<b>2.81</b>	<b>1,679,366.45</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>103,417.00</b>	<b>103,417.00</b>	<b>72,707.88</b>	<b>30,709.12</b>	<b>142.24</b>	<b>247,391.41</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 601 - WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA &amp; INTEREST EARNINGS</u>						
601-36102 SPEC ASSESSMENTS - INT/PEN	.00	.00	.00	.00	.00	985.20
601-36210 INTEREST EARNINGS	20,000.00	20,000.00	.00	20,000.00	.00	22,762.51
<b>TOTAL SA &amp; INTEREST EARNINGS</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>.00</b>	<b>20,000.00</b>	<b>.00</b>	<b>23,747.71</b>
<u>OPERATING REVENUE</u>						
601-37110 METERED WATER SALES	1,703,148.00	1,703,148.00	117,238.11	1,585,909.89	6.88	1,710,520.99
601-37120 SALES OF METERS & SUPPLIES	10,000.00	10,000.00	.00	10,000.00	.00	25,861.73
601-37160 PENALTIES ETC.	30,000.00	30,000.00	2,922.26	27,077.74	9.74	35,120.67
601-37165 CERTIFICATION PENALTY	.00	.00	.00	.00	.00	1,350.00
601-37170 OTHER REVENUE	25,000.00	25,000.00	2,699.90	22,300.10	10.80	27,131.76
<b>TOTAL OPERATING REVENUE</b>	<b>1,768,148.00</b>	<b>1,768,148.00</b>	<b>122,860.27</b>	<b>1,645,287.73</b>	<b>8.95</b>	<b>1,799,985.15</b>
<u>OTHER FINANCING SOURCES</u>						
601-39203 TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	.00	100,000.00	.00	100,000.00
601-39700 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00	3,025.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>.00</b>	<b>100,000.00</b>	<b>.00</b>	<b>103,025.00</b>
<b>TOTAL FUND REVENUE</b>	<b>1,868,148.00</b>	<b>1,868,148.00</b>	<b>122,860.27</b>			<b>1,926,757.86</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	258,382.00	258,382.00	18,901.77	( 239,480.23)	7.32	224,663.76
601-49400-102 FULL-TIME EMPLOYEES - OVERTIME	10,000.00	10,000.00	922.31	( 9,077.69)	9.22	9,786.22
601-49400-104 TEMP/SEAS EMPLOYEES - REGULAR	5,574.00	5,574.00	.00	( 5,574.00)	.00	3,730.76
601-49400-110 HOURS WORKED HOLIDAY	2,000.00	2,000.00	.00	( 2,000.00)	.00	1,893.44
601-49400-115 CALL-IN PAY	2,000.00	2,000.00	91.08	( 1,908.92)	4.55	1,715.89
601-49400-116 ON-CALL PAY	10,000.00	10,000.00	875.22	( 9,124.78)	8.75	11,597.15
601-49400-121 PERA (EMPLOYER)	21,500.00	21,500.00	1,559.29	( 19,940.71)	7.25	18,670.43
601-49400-122 FICA/MEDICARE (EMPLOYER)	22,355.00	22,355.00	1,549.98	( 20,805.02)	6.93	18,768.40
601-49400-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	58,910.00	58,910.00	14,441.12	( 44,468.88)	24.51	48,048.52
601-49400-132 LONGEVITY PAY	13,273.00	13,273.00	.00	( 13,273.00)	.00	.00
601-49400-133 INSUR DEDUCTIBLE CONTRIBUTION	4,600.00	4,600.00	.00	( 4,600.00)	.00	2,436.83
601-49400-151 WORKERS' COMPENSATION PREMIU	13,721.00	13,721.00	.00	( 13,721.00)	.00	5,030.45
601-49400-154 HRA/FLEX FEES	300.00	300.00	.00	( 300.00)	.00	243.60
<i>TOTAL PERSONAL SERVICES</i>	<i>422,615.00</i>	<i>422,615.00</i>	<i>38,340.77</i>	<i>( 384,274.23)</i>	<i>9.07</i>	<i>346,585.45</i>
<i>SUPPLIES</i>						
601-49400-200 WATER LAB SUPPLIES	4,000.00	4,000.00	383.22	( 3,616.78)	9.58	3,038.88
601-49400-201 OFFICE SUPPLIES - ACCESSORIES	1,000.00	1,000.00	.00	( 1,000.00)	.00	955.11
601-49400-204 STATIONARY, FORMS AND ENVELOP	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,038.09
601-49400-210 MISCELLANEOUS OPER SUPPLIES	12,000.00	12,000.00	1,842.65	( 10,157.35)	15.36	10,529.60
601-49400-212 GASOLINE/FUEL/LUB/ADDITIVES	8,000.00	8,000.00	138.06	( 7,861.94)	1.73	4,213.84
601-49400-213 OPER SUPPLIES - PLANT EQUIP	500.00	500.00	.00	( 500.00)	.00	174.00
601-49400-216 CHEMICALS & CHEMICAL PRODUCTS	42,000.00	42,000.00	.00	( 42,000.00)	.00	41,474.96
601-49400-217 TESTING	500.00	500.00	.00	( 500.00)	.00	.00
601-49400-221 REPAIR & MAINT SUPP - VEH/EQ	5,000.00	5,000.00	.00	( 5,000.00)	.00	4,933.64
601-49400-227 UTILITY SYSTEM MAINTENANCE SUP	500.00	500.00	.00	( 500.00)	.00	.00
601-49400-240 SMALL TOOLS AND MINOR EQUIP	5,000.00	5,000.00	.00	( 5,000.00)	.00	6,496.77
601-49400-270 METERS AND REPAIRS	30,000.00	30,000.00	6,137.39	( 23,862.61)	20.46	50,955.68
<i>TOTAL SUPPLIES</i>	<i>109,500.00</i>	<i>109,500.00</i>	<i>8,501.32</i>	<i>( 100,998.68)</i>	<i>7.76</i>	<i>123,810.57</i>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 601 - WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES &amp; CHARGES</i>						
601-49400-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	100.00	( 4,900.00)	2.00	1,805.37
601-49400-306 GIS PROJECT CONTRACT EXP	8,000.00	8,000.00	483.83	( 7,516.17)	6.05	5,379.32
601-49400-310 GOPHER STATE ONE CALL	1,000.00	1,000.00	66.20	( 933.80)	6.62	1,151.59
601-49400-321 TELEPHONE/CELLULAR PHONES	9,000.00	9,000.00	.00	( 9,000.00)	.00	6,523.49
601-49400-322 POSTAGE	4,000.00	4,000.00	1.15	( 3,998.85)	.03	5,328.40
601-49400-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	.00	( 1,000.00)	.00	595.72
601-49400-334 MILEAGE REIMBURSEMENT	200.00	200.00	.00	( 200.00)	.00	188.14
601-49400-340 ADVERTISING	500.00	500.00	.00	( 500.00)	.00	564.30
601-49400-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	.00	( 500.00)	.00	173.85
601-49400-360 INSURANCE AND BONDS	19,000.00	19,000.00	.00	( 19,000.00)	.00	15,800.43
601-49400-381 ELECTRIC UTILITIES	95,000.00	95,000.00	.00	( 95,000.00)	.00	86,480.93
601-49400-382 WATER/WASTEWATER UTILITIES	1,200.00	1,200.00	191.40	( 1,008.60)	15.95	1,183.44
601-49400-383 GAS UTILITIES	4,000.00	4,000.00	.00	( 4,000.00)	.00	3,655.36
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>148,400.00</b>	<b>148,400.00</b>	<b>842.58</b>	<b>( 147,557.42)</b>	<b>.57</b>	<b>128,830.34</b>
<i>MISCELLANEOUS</i>						
601-49400-404 REPAIR & MAINT LABOR - VEH/EQ	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,625.00
601-49400-406 REPAIR & MAINT - PLANT	28,000.00	28,000.00	1,810.92	( 28,189.08)	6.47	14,245.84
601-49400-407 REPAIRS & MAINTENANCE - HYDR	10,000.00	10,000.00	.00	( 10,000.00)	.00	7,884.33
601-49400-408 REPAIR & MAINT - WATER SYSTEM	10,000.00	10,000.00	.00	( 10,000.00)	.00	5,758.82
601-49400-409 MAINT CONTRACTS - OFFICE EQUIP	500.00	500.00	.00	( 500.00)	.00	416.50
601-49400-410 WELL PROTECTION PLAN	10,000.00	10,000.00	.00	( 10,000.00)	.00	26,767.41
601-49400-415 AUTOMATIC METER READ PROJECT	75,000.00	75,000.00	.00	( 75,000.00)	.00	.00
601-49400-420 DEPRECIATION	720,000.00	720,000.00	.00	( 720,000.00)	.00	742,508.65
601-49400-430 MISCELLANEOUS	500.00	500.00	.00	( 500.00)	.00	.00
601-49400-432 CREDIT CARD FEES	12,500.00	12,500.00	369.95	( 12,130.05)	2.96	19,349.95
601-49400-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	286.85	( 713.15)	28.69	1,036.20
601-49400-440 MEETINGS AND SCHOOLS	2,000.00	2,000.00	.00	( 2,000.00)	.00	1,242.09
601-49400-441 DNR DEPARTMENT OF HEALTH FEE	7,500.00	7,500.00	.00	( 7,500.00)	.00	2,936.94
601-49400-489 OTHER CONTRACTED SERVICES	7,500.00	7,500.00	.00	( 7,500.00)	.00	1,092.00
<b>TOTAL MISCELLANEOUS</b>	<b>887,500.00</b>	<b>887,500.00</b>	<b>2,467.72</b>	<b>( 885,032.28)</b>	<b>.28</b>	<b>825,863.73</b>
<i>DEBT SERVICE</i>						
601-49400-615 2001 PFA LOAN INTEREST	26,234.00	26,234.00	.00	( 26,234.00)	.00	31,288.12
601-49400-617 BOND DISCOUNT	.00	.00	.00	.00	.00	7,688.40
601-49400-619 INTEREST-WATER TREATMENT 2005	103,075.00	103,075.00	.00	( 103,075.00)	.00	113,359.89
601-49400-620 FISCAL AGENT FEES	450.00	450.00	.00	( 450.00)	.00	695.03
601-49400-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	16,753.18
601-49400-627 INTEREST-2007 STREET BONDS	1,940.00	1,940.00	.00	( 1,940.00)	.00	3,624.13
601-49400-631 2011 BOND INT EXP	3,596.00	3,596.00	.00	( 3,596.00)	.00	5,395.31
601-49400-632 2012 BOND INTEREST EXPENSE	4,364.00	4,364.00	.00	( 4,364.00)	.00	6,507.90
601-49400-634 INTEREST EXP 2014 IMPROV	20,938.00	20,938.00	.00	( 20,938.00)	.00	23,243.02
601-49400-635 INTEREST EXP 2015 BONDS	23,375.00	23,375.00	.00	( 23,375.00)	.00	20,162.26
601-49400-636 INTEREST EXP 2016 WATER BONDS	20,244.00	20,244.00	.00	( 20,244.00)	.00	12,559.12
<b>TOTAL DEBT SERVICE</b>	<b>204,216.00</b>	<b>204,216.00</b>	<b>.00</b>	<b>( 204,216.00)</b>	<b>.00</b>	<b>241,276.36</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	12,500.00	12,500.00	.00	( 12,500.00)	.00	13,000.00
<i>TOTAL TRANSFERS</i>	12,500.00	12,500.00	.00	( 12,500.00)	.00	13,000.00
<b>TOTAL EXPENSE 400</b>	<b>1,784,731.00</b>	<b>1,784,731.00</b>	<b>50,152.39</b>	<b>( 1,734,578.61)</b>	<b>2.81</b>	<b>1,679,366.45</b>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 601 - WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	1,784,731.00	1,784,731.00	50,152.39			1,679,366.45
NET REVENUES OVER EXPENDITURE	103,417.00	103,417.00	72,707.88			247,391.41

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 602 - WASTEWATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
SA & INTEREST EARNINGS	30,000.00	30,000.00	106.76	29,893.24	28,100.41	34,812.34
OPERATING REVENUE	2,233,151.00	2,233,151.00	154,141.33	2,079,009.67	1,448.77	2,389,630.96
<b>TOTAL FUND REVENUE</b>	<b>2,263,151.00</b>	<b>2,263,151.00</b>	<b>154,248.09</b>	<b>2,108,902.91</b>	<b>1,467.21</b>	<b>2,424,443.30</b>
<b>EXPENDITURES</b>						
WASTEWATER FUND EXPENDITURES						
EXPENSE 450	2,736,066.00	2,736,066.00	81,534.20	( 2,654,531.80)	2.98	2,432,411.75
<b>TOTAL WASTEWATER FUND EXPENDITURE</b>	<b>2,736,066.00</b>	<b>2,736,066.00</b>	<b>81,534.20</b>	<b>( 2,654,531.80)</b>	<b>2.98</b>	<b>2,432,411.75</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>2,736,066.00</b>	<b>2,736,066.00</b>	<b>81,534.20</b>	<b>( 2,654,531.80)</b>	<b>2.98</b>	<b>2,432,411.75</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 472,915.00)</b>	<b>( 472,915.00)</b>	<b>72,713.89</b>	<b>( 545,628.89)</b>	<b>( 650.38)</b>	<b>( 7,968.45)</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 602 - WASTEWATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA &amp; INTEREST EARNINGS</u>						
602-36102 SPEC ASSESSMENTS - INT/PEN	.00	.00	.00	.00	.00	985.23
602-36210 INTEREST EARNINGS	30,000.00	30,000.00	106.76	29,893.24	.36	33,827.11
<b>TOTAL SA &amp; INTEREST EARNINGS</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>106.76</b>	<b>29,893.24</b>	<b>.36</b>	<b>34,812.34</b>
<u>OPERATING REVENUE</u>						
602-37210 SEWER CHARGES - CITY	2,198,151.00	2,198,151.00	147,873.50	2,050,277.50	6.73	2,216,630.14
602-37250 SAC CHARGES	.00	.00	3,409.50	( 3,409.50)	.00	136,380.00
602-37260 PENALTIES	35,000.00	35,000.00	2,858.33	32,141.67	8.17	36,620.82
<b>TOTAL OPERATING REVENUE</b>	<b>2,233,151.00</b>	<b>2,233,151.00</b>	<b>154,141.33</b>	<b>2,079,009.67</b>	<b>6.90</b>	<b>2,389,630.96</b>
<b>TOTAL FUND REVENUE</b>	<b>2,263,151.00</b>	<b>2,263,151.00</b>	<b>154,248.09</b>			<b>2,424,443.30</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**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	434,476.00	434,476.00	31,244.87	( 403,231.13)	7.19	389,190.37
602-49450-102 FULL-TIME EMPLOYEES - OVERTIME	14,000.00	14,000.00	1,157.45	( 12,842.55)	8.27	19,040.19
602-49450-104 TEMP/SEAS EMPLOYEES - REGULAR	11,652.00	11,652.00	.00	( 11,652.00)	.00	3,669.96
602-49450-110 HOURS WORKED HOLIDAY	2,000.00	2,000.00	1,380.96	( 619.04)	69.05	1,969.63
602-49450-115 CALL-IN PAY	5,000.00	5,000.00	.00	( 5,000.00)	.00	2,894.78
602-49450-116 ON-CALL PAY	21,578.00	21,578.00	1,618.17	( 19,959.83)	7.50	19,061.50
602-49450-121 PERA (EMPLOYER)	35,970.00	35,970.00	2,655.08	( 33,314.92)	7.38	30,869.50
602-49450-122 FICA/MEDICARE (EMPLOYER)	37,579.00	37,579.00	2,632.45	( 34,946.55)	7.01	32,229.80
602-49450-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	105,012.00	105,012.00	26,403.48	( 78,608.52)	25.14	85,745.43
602-49450-132 LONGEVITY PAY	14,744.00	14,744.00	.00	( 14,744.00)	.00	.00
602-49450-133 INSURANCE DEDUCT CONTRIB	8,200.00	8,200.00	.00	( 8,200.00)	.00	7,405.34
602-49450-151 WORKERS' COMPENSATION PREMIU	25,223.00	25,223.00	.00	( 25,223.00)	.00	20,742.27
602-49450-154 HRA/FLEX FEES	500.00	500.00	.00	( 500.00)	.00	446.40
<b>TOTAL PERSONAL SERVICES</b>	<b>715,934.00</b>	<b>715,934.00</b>	<b>67,092.46</b>	<b>( 648,841.54)</b>	<b>9.37</b>	<b>613,265.17</b>
<i>SUPPLIES</i>						
602-49450-200 LAB SUPPLIES & REPLACEMENT	18,000.00	18,000.00	1,933.43	( 16,066.57)	10.74	21,328.73
602-49450-201 OFFICE SUPPLIES - ACCESSORIES	500.00	500.00	135.00	( 365.00)	27.00	2,036.61
602-49450-204 STATIONARY, FORMS AND ENVELOP	1,500.00	1,500.00	.00	( 1,500.00)	.00	1,038.09
602-49450-210 MISCELLANEOUS OPER SUPPLIES	7,000.00	7,000.00	751.58	( 6,248.42)	10.74	7,234.07
602-49450-212 GASOLINE/FUEL/LUB/ADDITIVES	8,000.00	8,000.00	138.06	( 7,861.94)	1.73	5,253.03
602-49450-213 OPER SUPPLIES - PLANT EQUIP	1,000.00	1,000.00	.00	( 1,000.00)	.00	174.00
602-49450-216 CHEMICALS & CHEMICAL PRODUCTS	120,500.00	120,500.00	14.74	( 120,485.26)	.01	60,734.82
602-49450-217 TESTING	11,000.00	11,000.00	.00	( 11,000.00)	.00	7,413.50
602-49450-221 REPAIR & MAINT SUPP - VEH/EQ	5,000.00	5,000.00	1,381.31	( 3,618.69)	27.63	10,816.84
602-49450-240 SMALL TOOLS & MINOR EQUIP	5,000.00	5,000.00	1,924.23	( 3,075.77)	38.48	6,902.72
<b>TOTAL SUPPLIES</b>	<b>177,500.00</b>	<b>177,500.00</b>	<b>6,278.35</b>	<b>( 171,221.65)</b>	<b>3.54</b>	<b>122,932.41</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
602-49450-304 MISC PROFESSIONAL SERVICES	7,000.00	7,000.00	100.00	( 6,900.00)	1.43	3,921.63
602-49450-306 GIS PROJECT CONTRACT EXP	8,000.00	8,000.00	483.84	( 7,516.16)	6.05	5,379.33
602-49450-310 GOPHER STATE ONE CALL	1,000.00	1,000.00	66.20	( 933.80)	6.62	1,136.24
602-49450-321 TELEPHONE/CELLULAR PHONES	5,000.00	5,000.00	188.26	( 4,811.74)	3.77	2,685.19
602-49450-322 POSTAGE	4,500.00	4,500.00	.00	( 4,500.00)	.00	5,246.83
602-49450-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	.00	( 1,000.00)	.00	220.64
602-49450-334 MILEAGE REIMBURSEMENT	200.00	200.00	.00	( 200.00)	.00	.00
602-49450-340 ADVERTISING	200.00	200.00	.00	( 200.00)	.00	401.70
602-49450-360 INSURANCE AND BONDS	34,000.00	34,000.00	.00	( 34,000.00)	.00	29,144.67
602-49450-381 ELECTRIC UTILITIES	120,000.00	120,000.00	.00	( 120,000.00)	.00	99,967.08
602-49450-382 WATER/WASTEWATER UTILITIES	3,000.00	3,000.00	229.75	( 2,770.25)	7.66	1,369.19
602-49450-383 GAS UTILITIES	25,000.00	25,000.00	.00	( 25,000.00)	.00	20,501.97
602-49450-385 POWER - LIFT STATIONS	17,000.00	17,000.00	.00	( 17,000.00)	.00	16,101.90
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>225,900.00</b>	<b>225,900.00</b>	<b>1,068.05</b>	<b>( 224,831.95)</b>	<b>.47</b>	<b>186,076.37</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 602 - WASTEWATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
602-49450-402 REPAIR & MAINT - SAN SEWER	3,000.00	3,000.00	.00	( 3,000.00)	.00	2,301.81
602-49450-404 REPAIR & MAINT LABOR - VEH/EQ	5,000.00	5,000.00	.00	( 5,000.00)	.00	3,395.00
602-49450-406 REPAIR & MAINT - PLANT	30,000.00	30,000.00	2,393.70	( 27,606.30)	7.98	29,951.21
602-49450-407 REPAIR & MAINT - LIFT STATIONS	7,000.00	7,000.00	.00	( 7,000.00)	.00	6,536.30
602-49450-408 REPAIRS & MAINTENANCE - SEWER	.00	.00	.00	.00	.00	1,690.25
602-49450-409 MAINT CONTRACTS - OFFICE EQUIP	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,249.48
602-49450-420 DEPRECIATION	1,295,000.00	1,295,000.00	.00	( 1,295,000.00)	.00	1,180,924.47
602-49450-430 MISCELLANEOUS	1,000.00	1,000.00	.00	( 1,000.00)	.00	.00
602-49450-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	1,657.04	657.04	165.70	690.20
602-49450-440 MEETINGS AND SCHOOLS	2,500.00	2,500.00	.00	( 2,500.00)	.00	1,362.49
602-49450-441 MPCA FEES	10,000.00	10,000.00	2,025.00	( 7,975.00)	20.25	7,392.68
602-49450-489 OTHER CONTRACTED SERVICES	86,000.00	86,000.00	1,019.60	( 84,980.40)	1.19	80,590.74
<b>TOTAL MISCELLANEOUS</b>	<b>1,441,500.00</b>	<b>1,441,500.00</b>	<b>7,095.34</b>	<b>( 1,434,404.66)</b>	<b>.49</b>	<b>1,316,084.63</b>
<i>DEBT SERVICE</i>						
602-49450-610 2013 WWTP REHAB INTEREST EXP	97,162.00	97,162.00	.00	( 97,162.00)	.00	102,085.13
602-49450-613 INTEREST - WASTE WATER BONDS	2,450.00	2,450.00	.00	( 2,450.00)	.00	.00
602-49450-617 BOND DISCOUNT	.00	.00	.00	.00	.00	4,032.58
602-49450-620 FISCAL AGENT FEES	700.00	700.00	.00	( 700.00)	.00	695.03
602-49450-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	8,924.72
602-49450-823 INTEREST XYLITE BOND 2005	.00	.00	.00	.00	.00	463.08
602-49450-627 INTEREST-2007 STREET BONDS	1,762.00	1,762.00	.00	( 1,762.00)	.00	3,291.35
602-49450-631 2011 BOND INT EXP	.00	.00	.00	.00	.00	3,003.44
602-49450-632 2012 BOND INTEREST EXP	4,233.00	4,233.00	.00	( 4,233.00)	.00	4,917.10
602-49450-634 INTEREST EXP 2014 IMPROV	9,475.00	9,475.00	.00	( 9,475.00)	.00	10,517.80
602-49450-635 INTEREST EXP 2015 BOND EXP	9,619.00	9,619.00	.00	( 9,619.00)	.00	9,972.64
602-49450-636 INTEREST EXP 2016 SEWER BONDS	12,331.00	12,331.00	.00	( 12,331.00)	.00	7,650.30
<b>TOTAL DEBT SERVICE</b>	<b>137,732.00</b>	<b>137,732.00</b>	<b>.00</b>	<b>( 137,732.00)</b>	<b>.00</b>	<b>155,553.17</b>
<i>TRANSFERS</i>						
602-49450-720 TRANSFERS OUT - OPER TRANSFER	37,500.00	37,500.00	.00	( 37,500.00)	.00	38,500.00
<b>TOTAL TRANSFERS</b>	<b>37,500.00</b>	<b>37,500.00</b>	<b>.00</b>	<b>( 37,500.00)</b>	<b>.00</b>	<b>38,500.00</b>
<b>TOTAL EXPENSE 450</b>	<b>2,736,066.00</b>	<b>2,736,066.00</b>	<b>81,534.20</b>	<b>( 2,654,531.80)</b>	<b>2.98</b>	<b>2,432,411.75</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 602 - WASTEWATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	2,736,066.00	2,736,066.00	81,534.20			2,432,411.75
NET REVENUES OVER EXPENDITURE	( 472,915.00)	( 472,915.00)	72,713.89			( 7,968.45)

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 603 - STORM WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
SA & INTEREST EARNINGS	.00	.00	.00	.00	.00	2,149.24
OPERATING REVENUES	336,035.00	336,035.00	27,912.81	308,122.19	1,203.87	333,778.28
<b>TOTAL FUND REVENUE</b>	<b>336,035.00</b>	<b>336,035.00</b>	<b>27,912.81</b>	<b>308,122.19</b>	<b>1,203.87</b>	<b>335,927.52</b>
<b>EXPENDITURES</b>						
STORM SEWER FUND EXPENDITURES						
EXPENSE 500	452,548.00	452,548.00	.00	( 452,548.00)	.00	447,180.47
<b>TOTAL STORM SEWER FUND EXPENDITURE</b>	<b>452,548.00</b>	<b>452,548.00</b>	<b>.00</b>	<b>( 452,548.00)</b>	<b>.00</b>	<b>447,180.47</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>452,548.00</b>	<b>452,548.00</b>	<b>.00</b>	<b>( 452,548.00)</b>	<b>.00</b>	<b>447,180.47</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 116,513.00)</b>	<b>( 116,513.00)</b>	<b>27,912.81</b>	<b>( 144,425.81)</b>	<b>( 417.42)</b>	<b>( 111,252.95)</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 603 - STORM WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA &amp; INTEREST EARNINGS</u>						
603-36210 INTEREST EARNINGS	.00	.00	.00	.00	.00	2,149.24
TOTAL SA & INTEREST EARNINGS	.00	.00	.00	.00	.00	2,149.24
<u>OPERATING REVENUES</u>						
603-37310 STORM WATER CHARGES	330,035.00	330,035.00	27,373.07	302,661.93	8.29	326,661.81
603-37360 PENALTIES	6,000.00	6,000.00	539.74	5,460.26	9.00	7,116.47
TOTAL OPERATING REVENUES	336,035.00	336,035.00	27,912.81	308,122.19	8.31	333,778.28
TOTAL FUND REVENUE	<u>336,035.00</u>	<u>336,035.00</u>	<u>27,912.81</u>			<u>335,927.52</u>



**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 603 - STORM WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>EXPENSE 500</b>						
<i>SUPPLIES</i>						
603-49500-204 STATIONARY, FORMS & ENVELOPES	500.00	500.00	.00	( 500.00)	.00	.00
<b>TOTAL SUPPLIES</b>	<b>500.00</b>	<b>500.00</b>	<b>.00</b>	<b>( 500.00)</b>	<b>.00</b>	<b>.00</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
603-49500-304 MISC PROFESSIONAL SERVICES	4,000.00	4,000.00	.00	( 4,000.00)	.00	8,220.50
603-49500-352 GEN INFO & PUBLIC NOTICES	250.00	250.00	.00	( 250.00)	.00	25.64
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>4,250.00</b>	<b>4,250.00</b>	<b>.00</b>	<b>( 4,250.00)</b>	<b>.00</b>	<b>8,246.14</b>
<i>MISCELLANEOUS</i>						
603-49500-403 REPAIRS & MAINT - STORM SEWER	28,000.00	28,000.00	.00	( 28,000.00)	.00	1,919.46
603-49500-420 DEPRECIATION	380,000.00	380,000.00	.00	( 380,000.00)	.00	383,870.27
603-49500-430 MISCELLANEOUS	1,000.00	1,000.00	.00	( 1,000.00)	.00	1,150.96
603-49500-440 SCHOOLS AND MEETINGS	500.00	500.00	.00	( 500.00)	.00	.00
<b>TOTAL MISCELLANEOUS</b>	<b>409,500.00</b>	<b>409,500.00</b>	<b>.00</b>	<b>( 409,500.00)</b>	<b>.00</b>	<b>386,940.69</b>
<i>DEBT SERVICE</i>						
603-49500-611 INTEREST EXP 2004 STORM BONDS	2,767.00	2,767.00	.00	( 2,767.00)	.00	3,766.88
603-49500-617 BOND DISCOUNT	.00	.00	.00	.00	.00	4,157.55
603-49500-621 BOND ISSUE COSTS	.00	.00	.00	.00	.00	9,121.58
603-49500-623 INTEREST-XYLITE BOND 2005	.00	.00	.00	.00	.00	693.70
603-49500-627 INTEREST-2007 STREET BONDS	1,418.00	1,418.00	.00	( 1,418.00)	.00	2,648.58
603-49500-628 INTEREST EXP 2008 BONDS	513.00	513.00	.00	( 513.00)	.00	.00
603-49500-629 2009 STORM BOND INT EXP	.00	.00	.00	.00	.00	656.42
603-49500-631 2011 BOND INT EXP	.00	.00	.00	.00	.00	1,005.75
603-49500-634 INTEREST EXP 2014 STORM IMPROV	10,645.00	10,645.00	.00	( 10,645.00)	.00	11,816.27
603-49500-635 INTEREST EXP 2015 BONDS	10,841.00	10,841.00	.00	( 10,841.00)	.00	11,240.55
603-49500-636 INTEREST EXP 2016 STORM BONDS	12,114.00	12,114.00	.00	( 12,114.00)	.00	6,886.36
<b>TOTAL DEBT SERVICE</b>	<b>38,298.00</b>	<b>38,298.00</b>	<b>.00</b>	<b>( 38,298.00)</b>	<b>.00</b>	<b>51,993.64</b>
<b>TOTAL EXPENSE 500</b>	<b>452,548.00</b>	<b>452,548.00</b>	<b>.00</b>	<b>( 452,548.00)</b>	<b>.00</b>	<b>447,180.47</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 603 - STORM WATER UTILITY FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	452,548.00	452,548.00	.00			447,180.47
NET REVENUES OVER EXPENDITURE	( 116,513.00)	( 116,513.00)	27,912.81			( 111,252.95)

**CITY OF CAMBRIDGE**  
**SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 610 - LIQUOR STORE FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>REVENUE</b>						
INTEREST & LOTTERY SALES	80,040.00	80,040.00	5,389.40	74,650.60	1,485.14	93,275.62
OPERATING REVENUES	5,136,781.00	5,136,781.00	354,239.01	4,782,541.99	1,450.09	5,394,035.19
<b>TOTAL FUND REVENUE</b>	<b>5,216,821.00</b>	<b>5,216,821.00</b>	<b>359,628.41</b>	<b>4,857,192.59</b>	<b>1,450.61</b>	<b>5,487,310.81</b>
<b>EXPENDITURES</b>						
LIQUOR STORE EXPENDITURES						
LIQUOR STORE	5,216,821.00	5,216,821.00	350,499.22	( 4,866,321.78)	6.72	5,527,518.41
<b>TOTAL LIQUOR STORE EXPENDITURES</b>	<b>5,216,821.00</b>	<b>5,216,821.00</b>	<b>350,499.22</b>	<b>( 4,866,321.78)</b>	<b>6.72</b>	<b>5,527,518.41</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>5,216,821.00</b>	<b>5,216,821.00</b>	<b>350,499.22</b>	<b>( 4,866,321.78)</b>	<b>6.72</b>	<b>5,527,518.41</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>9,129.19</b>	<b>( 9,129.19)</b>	<b>.00</b>	<b>( 40,207.60)</b>

**CITY OF CAMBRIDGE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 610 - LIQUOR STORE FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST &amp; LOTTERY SALES</u>						
610-36200 MISCELLANEOUS REVENUES	400.00	400.00	38.00	362.00	9.50	388.50
610-36210 INTEREST EARNINGS	50.00	50.00	3.90	46.10	7.80	3,858.68
610-36220 LOTTERY SALES	79,590.00	79,590.00	5,347.50	74,242.50	6.72	89,028.44
<b>TOTAL INTEREST &amp; LOTTERY SALES</b>	<b>80,040.00</b>	<b>80,040.00</b>	<b>5,389.40</b>	<b>74,650.60</b>	<b>6.73</b>	<b>93,275.62</b>
<u>OPERATING REVENUES</u>						
610-37811 SALES - LIQUOR	1,698,099.00	1,698,099.00	125,572.75	1,572,526.25	7.39	1,785,808.89
610-37812 SALES - BEER	2,311,768.00	2,311,768.00	153,440.91	2,158,327.09	6.64	2,429,307.61
610-37813 SALES - WINE	849,049.00	849,049.00	57,892.38	791,156.62	6.82	894,072.88
610-37815 SALES - NON-TAXABLE	136,604.00	136,604.00	9,266.62	127,337.38	6.78	151,279.30
610-37816 SALES - TAXABLE	145,010.00	145,010.00	8,480.43	136,529.57	5.85	136,207.79
610-37820 MACHINE COMMISSIONS	100.00	100.00	.00	100.00	.00	.00
610-37830 DISCOUNTS, DEPOSITS & RETURNS	( 2,913.00)	( 2,913.00)	( 363.50)	( 2,549.50)	( 12.48)	( 1,959.30)
610-37840 CASH OVER AND SHORT	( 936.00)	( 936.00)	( 50.58)	( 885.42)	( 5.40)	( 681.98)
<b>TOTAL OPERATING REVENUES</b>	<b>5,136,781.00</b>	<b>5,136,781.00</b>	<b>354,239.01</b>	<b>4,782,541.99</b>	<b>6.90</b>	<b>5,394,035.19</b>
<b>TOTAL FUND REVENUE</b>	<b>5,216,821.00</b>	<b>5,216,821.00</b>	<b>359,628.41</b>			<b>5,487,310.81</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 610 - LIQUOR STORE FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<b>LIQUOR STORE</b>						
<i>PERSONAL SERVICES</i>						
610-49750-101 FULL-TIME EMPLOYEES - REGULAR	243,922.00	243,922.00	20,300.31	( 223,621.69)	8.32	249,873.78
610-49750-102 FULL-TIME EMPLOYEES - OVERTIME	3,000.00	3,000.00	.00	( 3,000.00)	.00	4,817.25
610-49750-103 PART-TIME EMPLOYEES - REGULAR	127,395.00	127,395.00	9,608.58	( 117,786.42)	7.54	125,410.86
610-49750-106 PART-TIME EMPLOYEES - OVERTIME	.00	.00	.00	.00	.00	9.17
610-49750-110 HOURS WORKED HOLIDAY	10,000.00	10,000.00	4,341.58	( 5,658.42)	43.42	9,435.47
610-49750-121 PERA (EMPLOYER)	29,792.00	29,792.00	2,568.78	( 27,223.22)	8.62	29,248.26
610-49750-122 FICA/MEDICARE (EMPLOYER)	30,388.00	30,388.00	2,561.31	( 27,826.69)	8.43	28,772.31
610-49750-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	61,057.00	61,057.00	15,797.84	( 45,259.16)	25.87	57,122.88
610-49750-132 LONGEVITY PAY	13,126.00	13,126.00	.00	( 13,126.00)	.00	.00
610-49750-133 INSURANCE DEDUCTIBLE CONTRIB	4,800.00	4,800.00	.00	( 4,800.00)	.00	3,782.36
610-49750-151 WORKERS' COMPENSATION PREMIU	13,534.00	13,534.00	.00	( 13,534.00)	.00	11,003.48
610-49750-153 UNEMPLOYMENT COMPENSATION	250.00	250.00	.00	( 250.00)	.00	2.76
610-49750-154 HRA/FLEX FEES	300.00	300.00	.00	( 300.00)	.00	293.50
<b>TOTAL PERSONAL SERVICES</b>	<b>537,564.00</b>	<b>537,564.00</b>	<b>55,178.40</b>	<b>( 482,385.60)</b>	<b>10.26</b>	<b>519,772.08</b>
<i>SUPPLIES</i>						
610-49750-201 OFFICE SUPPLIES - ACCESSORIES	3,500.00	3,500.00	346.52	( 3,153.48)	9.90	2,136.70
610-49750-210 MISCELLANEOUS OPER SUPPLIES	22,000.00	22,000.00	664.13	( 21,335.87)	3.02	17,444.70
610-49750-220 MAINTENANCE & REPAIR SUPPLIES	22,000.00	22,000.00	2,285.95	( 19,714.05)	10.39	22,457.34
610-49750-240 SMALL TOOLS AND MINOR EQUIPME	847.00	847.00	.00	( 847.00)	.00	3,577.84
610-49750-251 PURCHASES - LIQUOR	1,242,554.00	1,242,554.00	93,898.64	( 1,148,655.36)	7.56	1,329,833.11
610-49750-252 PURCHASES - BEER	1,779,582.00	1,779,582.00	119,385.17	( 1,660,196.83)	6.71	1,854,900.52
610-49750-253 PURCHASES WINE	600,585.00	600,585.00	39,960.27	( 560,624.73)	6.65	626,985.54
610-49750-259 PURCHASES - MISCELLANEOUS	219,630.00	219,630.00	14,369.91	( 205,260.09)	6.54	228,474.17
610-49750-260 FREIGHT & DRAY	34,100.00	34,100.00	2,631.29	( 31,468.71)	7.72	34,858.46
610-49750-262 BREAKAGE & SHRINKAGE	1,200.00	1,200.00	.00	( 1,200.00)	.00	.00
610-49750-263 INVENTORY PRICE ADJ	1,138.00	1,138.00	.00	( 1,138.00)	.00	.00
<b>TOTAL SUPPLIES</b>	<b>3,927,136.00</b>	<b>3,927,136.00</b>	<b>273,541.88</b>	<b>( 3,653,594.12)</b>	<b>6.97</b>	<b>4,120,668.38</b>
<i>OTHER SERVICES &amp; CHARGES</i>						
610-49750-304 MISC PROFESSIONAL SERVICES	2,750.00	2,750.00	277.50	( 2,472.50)	10.09	4,835.45
610-49750-321 TELEPHONE/CELLULAR PHONES	6,000.00	6,000.00	90.00	( 5,910.00)	1.50	9,552.40
610-49750-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	( 500.00)	.00	.00
610-49750-334 MILEAGE REIMBURSEMENT	300.00	300.00	.00	( 300.00)	.00	114.48
610-49750-340 ADVERTISING	40,020.00	40,020.00	4,480.70	( 35,539.30)	11.20	38,056.63
610-49750-341 WINE TASTING EVENT COSTS	3,300.00	3,300.00	.00	( 3,300.00)	.00	4,141.84
610-49750-360 INSURANCE AND BONDS	15,000.00	15,000.00	.00	( 15,000.00)	.00	13,120.00
610-49750-381 ELECTRIC UTILITIES	26,000.00	26,000.00	.00	( 26,000.00)	.00	24,289.28
610-49750-382 WATER/WASTEWATER UTILITIES	750.00	750.00	123.67	( 626.33)	16.49	735.59
610-49750-383 GAS UTILITIES	2,000.00	2,000.00	.00	( 2,000.00)	.00	1,110.21
<b>TOTAL OTHER SERVICES &amp; CHARG</b>	<b>96,620.00</b>	<b>96,620.00</b>	<b>4,971.87</b>	<b>( 91,648.13)</b>	<b>5.15</b>	<b>95,955.88</b>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 610 - LIQUOR STORE FUND**

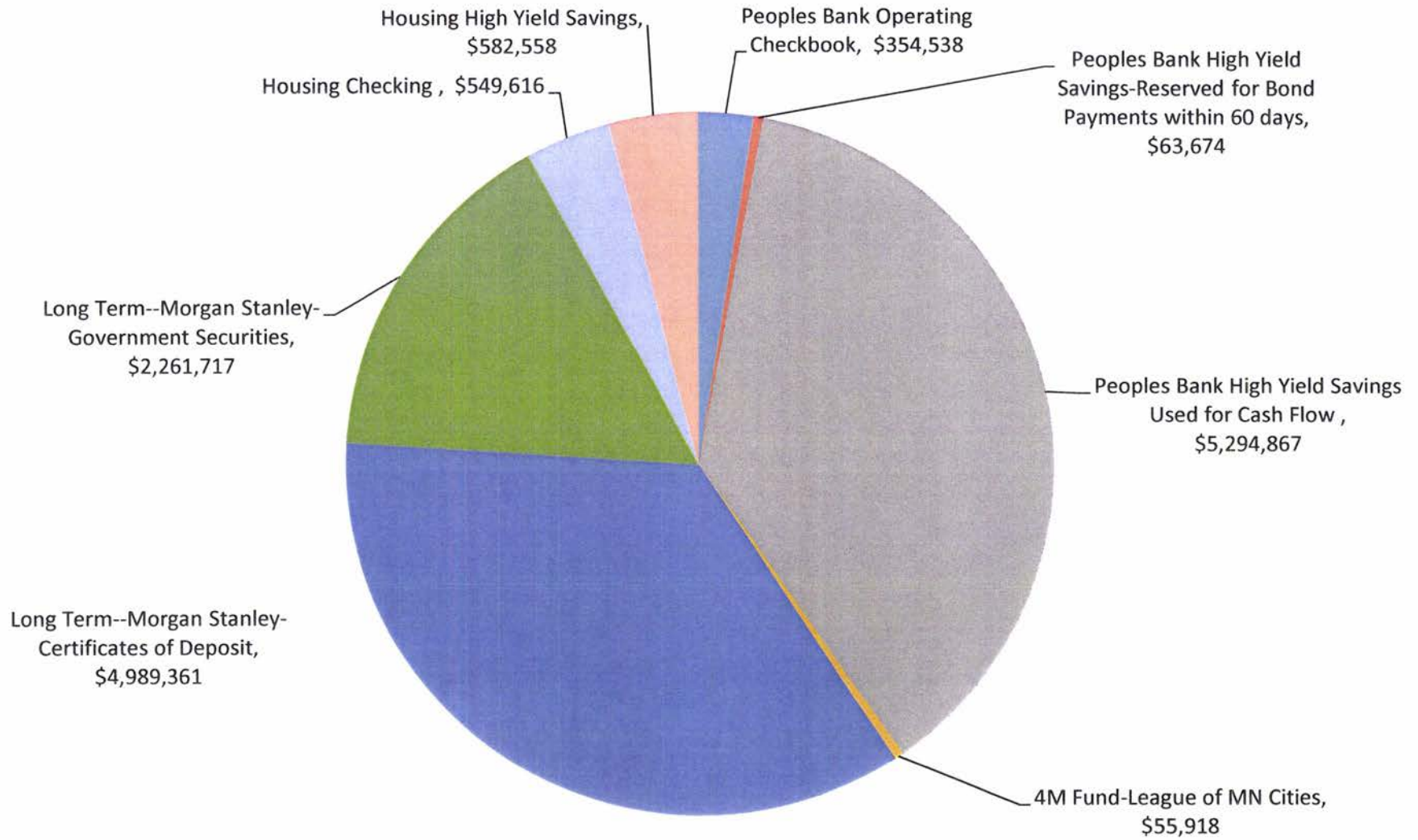
	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
610-49750-405 JANITOR SERVICES	6,224.00	6,224.00	138.94	( 6,085.06)	2.23	6,364.44
610-49750-420 DEPRECIATION	51,000.00	51,000.00	.00	( 51,000.00)	.00	56,409.92
610-49750-430 FISCAL/BANK/MISCELLANEOUS CHG	112,900.00	112,900.00	11,629.92	( 101,270.08)	10.30	113,098.06
610-49750-433 DUES AND SUBSCRIPTIONS	3,557.00	3,557.00	20.00	( 3,537.00)	.56	3,114.00
610-49750-440 MEETINGS AND SCHOOLS	990.00	990.00	.00	( 990.00)	.00	30.00
610-49750-453 TAXES AND LICENSES	500.00	500.00	.00	( 500.00)	.00	.00
610-49750-461 LOTTERY SWEEP	40,775.00	40,775.00	2,327.01	( 38,447.99)	5.71	50,960.97
610-49750-475 LOTTERY PAID OUT	35,815.00	35,815.00	2,486.00	( 33,329.00)	6.94	33,321.00
610-49750-489 CONTRACT MAINTENANCE	3,740.00	3,740.00	205.20	( 3,534.80)	5.49	2,823.68
<i>TOTAL MISCELLANEOUS</i>	<u>255,501.00</u>	<u>255,501.00</u>	<u>16,807.07</u>	<u>( 238,693.93)</u>	<u>6.58</u>	<u>266,122.07</u>
<i>TRANSFERS</i>						
610-49750-720 TRANSFERS OUT - OPER TRANSFER	400,000.00	400,000.00	.00	( 400,000.00)	.00	400,000.00
610-49750-721 TRANSFER OUT--PARK IMPROV FUN	.00	.00	.00	.00	.00	125,000.00
<i>TOTAL TRANSFERS</i>	<u>400,000.00</u>	<u>400,000.00</u>	<u>.00</u>	<u>( 400,000.00)</u>	<u>.00</u>	<u>525,000.00</u>
<b>TOTAL LIQUOR STORE</b>	<u><u>5,216,821.00</u></u>	<u><u>5,216,821.00</u></u>	<u><u>350,499.22</u></u>	<u><u>( 4,866,321.78)</u></u>	<u><u>6.72</u></u>	<u><u>5,527,518.41</u></u>

**CITY OF CAMBRIDGE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2017**

**FUND 610 - LIQUOR STORE FUND**

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	5,216,821.00	5,216,821.00	350,499.22			5,527,518.41
NET REVENUES OVER EXPENDITURE	.00	.00	9,129.19			( 40,207.60)

### City of Cambridge Cash & Investment Summary 1-31-17





**Background**

We have made our final entries to the 2016 general 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 2016 audit report.

**Council Action**

Approve Resolution No. R17-011 2016 General Fund Budget Revision

Resolution No. R17-011

RESOLUTION APPROVING AMENDMENTS TO THE 2016 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed Resolution R15-074 adopting the 2016 General Fund Budget; and

WHEREAS, the Cambridge City Council passed Resolution R16-011 amending the 2016 General Fund Budget; and

WHEREAS, the Cambridge City Council passed Resolution R16-037 amending the 2016 General Fund Budget; and

WHEREAS, the Cambridge City Council passed Resolution R16-062 amending the 2016 General Fund Budget; and

WHEREAS, the Cambridge City Council passed Resolution R16-080 amending the 2016 General Fund Budget; and

WHEREAS, the Cambridge City Council passed Resolution R16-093 amending the 2016 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 2016 budget is sought from \$6,387,078 to \$6,446,485 a total net increase of \$59,407:

Revenues:	<i>Proposed 2016 Amended Budget 3/6/17</i>	<i>2016 Amended Budget 12/19/16</i>	Increase (decrease)
Taxes	\$4,265,726	\$4,237,902	27,824
Licenses and Permits	395,988	390,638	5,350
Intergovernmental Rev	1,046,730	1,036,273	10,457
Charges for Services	118,627	117,905	722
Fines and Forfeitures	30,994	25,710	5,284
Other	71,718	61,948	9,770

Transfers From Other Funds	<u>516,702</u>	<u>516,702</u>	<u>0</u>
<b>Total Revenues</b>	<b><u>\$6,446,485</u></b>	<b><u>\$6,387,078</u></b>	<b><u>\$59,407</u></b>

**GENERAL FUND EXPENDITURES AND TRANSFERS OUT:**

An amendment of the 2016 budget is sought from \$6,603,627 to \$6,367,374 a total net decrease of \$236,253:

Operating Expenditures:	Proposed		Increase
	2016	2016	(decrease)
	Amended Budget	Amended Budget	
	3/6/17	12/19/16	
General Government	\$1,544,220	\$1,630,139	(\$85,919)
Public Safety	2,170,785	2,279,140	(\$108,355)
Public Works	1,319,077	1,358,126	(\$39,049)
Parks and Recreation	312,614	315,544	(\$2,930)
Transfers to Other Funds	<u>1,020,678</u>	<u>1,020,678</u>	<u>0</u>
<b>Total Operating Expenditures</b>	<b><u>\$6,367,374</u></b>	<b><u>\$6,603,627</u></b>	<b><u>(\$236,253)</u></b>

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

Adopted this 6th Day of March, 2017

\_\_\_\_\_  
Marlys A. Palmer, Mayor

Attest:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
Proposed 2016 Budget Request

	3/6/2017 Proposed Amended Budget <u>2016</u>	12/31/2016 YTD <u>Actual 2016</u>	YTD Actual 2015
<b>REVENUES AND TRANSFERS IN</b>			
<b>REVENUES</b>			
Taxes	4,265,726	4,265,730.15	4,281,835.28
Licenses and Permits -			
Business	83,468	83,468.81	83,692.56
Non-Business	312,520	312,523.05	301,639.39
Intergovernmental Revenues	1,046,730	1,046,731.17	1,043,929.10
Charges for Services			
General Government	755	755.85	488.25
Public Safety	117,872	117,873.25	101,202.91
Other	0	0.00	1,687.40
Fines and Forfeitures	30,994	30,994.65	49,342.43
Other	71,718	71,720.21	92,836
<i>Total Revenues</i>	5,929,783	5,929,797.14	5,956,653.71
<b>TRANSFERS IN</b>	516,702	516,702.00	515,000
<b>TOTAL REVENUES AND TR</b>	6,446,485	6,446,499.14	6,471,653.71
<b>EXPENDITURES AND TRANSFERS OUT</b>			
<b>EXPENDITURES</b>			
General Government			
Mayor and Council	42,331	42,324.46 \$	37,984.52
Administration	227,368	227,358.95 \$	217,685.71
Elections	7,615	7,612.27 \$	775.00
Finance	293,757	293,749.02 \$	277,788.46
Legal	86,017	86,016.18 \$	93,563.79
Community Development	738,514	738,494.80 \$	612,153.00
New City Hall Buildings	148,618	148,610.39 \$	123,842.64
<b>Total General Government</b>	1,544,220	1,544,166.07 \$	1,363,793.12
Public Safety			
Police Department	1,864,007	1,863,980.60 \$	1,815,219.98
Fire Department	286,646	286,632.79 \$	324,083.14
Emergency Management	15,147	15,145.60 \$	3,700.00
Animal Control	4,985	4,985.00 \$	4,800.00
<b>Total Public Safety</b>	2,170,785	2,170,743.99 \$	2,147,803.12
Public Works			
Street Maintenance	1,122,344	1,122,326.56 \$	1,077,629.03
Street Lighting	182,490	182,488.30 \$	201,123.57
Maintenance Building	14,243	14,241.56 \$	15,337.85
<b>Total Public Works</b>	1,319,077	1,319,056.42 \$	1,294,090.45
Parks and Recreation			
Ice Rink	9,049	9,046.52 \$	2,190.61
Parks and Recreation	303,565	303,551.63 \$	325,521.24
<b>Total Parks and Recreation</b>	312,614	312,598.15 \$	327,711.85
<b>Total Expenditures</b>	5,346,696	5,346,564.63 \$	5,133,398.54
<b>TRANSFERS OUT</b>	1,020,678	1,020,678.00 \$	1,165,916.00
<b>TOTAL EXPENDITURES &amp; TRAF</b>	6,367,374	6,367,242.63 \$	6,299,314.54
<b>NET INCREASE (DECREASE) IN</b>	79,111	79,256.51 \$	172,339.17

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
**Proposed 2016 Budget Request**

	3/6/2017 Proposed Amended Budget 2016	12/31/2016 YTD Actual 2016	YTD Actual 2015	
<b>REVENUES</b>				
<b>TAXES</b>				
01-31010	Taxes - Current	4,174,433	4,174,433.09	4,195,184.16
01-31020	Taxes - Delinquent	33,879	33,879.93	16,085.37
01-31030	Taxes-Market Value Credit Refund		0.00	
01-31050	Taxes - Excess Tax Increments	6,950	6,950.81	17,662.64
01-31051	Decert TIF District Proceeds	4,717	4,717.95	
01-31061	Taxes & Assessments on Sale of Forecl	37,446	37,446.46	49,893.94
01-31062	Taxes Abated by Isanti Co		0.00	
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future		0.00	
01-31060	Penalties and Interest	8,301	8,301.91	3,009.17
	<b>TOTAL TAXES</b>	<u>4,265,726</u>	<u>4,265,730.15</u>	<u>4,281,835.28</u>
<b>LICENSES AND PERMITS</b>				
<i>Business</i>				
01-32110	Liquor	14,675	14,675.00	15,200.00
01-32111	Beer Set Ups	1,200	1,200.00	
01-32180	Cigarettes	3,400	3,400.00	3,326.00
01-32184	Cable Franchise Fees	62,943	62,943.81	60,916.56
01-32185	Trash Franchise Fees	1,250	1,250.00	1,250.00
01-32199	Other Business Licenses and Permits	0	0.00	3,000.00
	<i>Total Business</i>	<u>83,468</u>	<u>83,468.81</u>	<u>83,692.56</u>
<i>Non-Business</i>				
01-32218	City Share of Electrical Inspections	4,851	4,851.00	197.60
01-32219	Local Share of Building Surcharge	437	437.50	476.36
01-32220	Building Permits	254,183	254,183.73	244,682.51
01-32221	Excavating Permits		0.00	
01-32222	Mechanical and Gas Permits	27,906	27,906.77	26,151.82
01-32223	Fire Protection Permits		0.00	
01-32225	Investigation (Penalty Fee)	704	704.00	660.00
01-32226	Contractor Verification Fee	705	705.00	640.00
01-32230	Plumbing Permits	16,092	16,092.30	21,227.88
01-32240	Sign Permits	1,662	1,662.75	1,339.37
01-32299	Other Non-Business Licenses and Permi	5,980	5,980.00	6,263.85
	<i>Total Non-Business</i>	<u>312,520</u>	<u>312,523.05</u>	<u>301,639.39</u>
	<b>TOTAL LICENSES AND PERMITS</b>	<u>395,988</u>	<u>395,991.86</u>	<u>385,331.95</u>
<b>INTERGOVERNMENTAL REVENUES</b>				
01-33165	Federal Grants-Other	7,560	7,560.07	11,126.60
01-33401	Local Government Aid (LGA)	739,066	739,066.00	725,399.00
01-33404	State Aid - Other	4,574	4,574.00	6,866.00
01-33405	PERA Aid	5,822	5,822.00	5,822.00
01-33418	MSA - Maintenance	25,000	25,000.00	25,000.00
01-33420	Fire Relief		0.00	
01-33421	Police State Aid	128,409	128,409.36	121,308.63
01-33422	School District-School Officer Assistanc	69,957	69,957.44	72,523.87
01-33424	School District-School Officer Assistanc	62,315	62,315.00	55,515.00
01-33610	County Grants & Aids for Highways	4,027	4,027.30	4,368.00
01-33620	Other County Aid	0	0.00	16,000.00
	<b>TOTAL INTERGOVERNMENTAL RE</b>	<u>1,046,730</u>	<u>1,046,731.17</u>	<u>1,043,929.10</u>
01-33610	County Grants & Aids for Highways			
<b>CHARGES FOR SERVICES</b>				
<i>General Governments</i>				
01-34102	Filing Fees	16	16.00	
01-34105	Sale of Maps, Copies	739	739.85	488.25
01-34106	Street Light O&M		0.00	
	<i>Total General Government</i>	<u>755.00</u>	<u>755.85</u>	<u>488.25</u>
<i>Public Safety</i>				
01-34201	Police Department Reports	3,147	3,147.50	2,611.00
01-34202	Police Department Administration Fees	2,170	2,170.00	2,760.00
01-34205	Police Department Pawn Shop Revenue	9,200	9,200.00	6,215.00
01-34204	PD-Pay Reimb Fee		0.00	
01-34206	Fire Protection - Township Contracts	101,666	101,666.75	87,958.91
01-34208	Fire Protection - Fire Runs		0.00	
01-34210	Fire Protection - Admin	1,689	1,689.00	1,658.00
	<i>Total Public Safety</i>	<u>117,872</u>	<u>117,873.25</u>	<u>101,202.91</u>
<i>Other</i>				
01-34951	Sale of Service and Supplies	0	0.00	1,687.40
01-34953	Escrow Administration Fee	0	0.00	
01-34954	Plan review/administrative charge	0	0.00	
01-34955	Base Map updating fee	0	0.00	
01-34956	Annexation Fee	0	0.00	
01-34957	Nextel Tower Lease	0	0.00	
	<i>Total Other</i>	<u>0.00</u>	<u>0.00</u>	<u>1,687.40</u>
	<b>TOTAL CHARGES FOR SERVICES</b>	<u>118,627</u>	<u>118,629.10</u>	<u>103,378.56</u>
<b>FINES AND FORFEITURES</b>				

**CITY OF CAMBRIDGE**  
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		3/6/2017	12/31/2016	
		Proposed		
		Amended		
		Budget	YTD	YTD
		2016	Actual 2016	Actual 2015
01-35101	Court Fines	18,960	18,960.43	38,266.15
01-35102	Parking Fines	3,160	3,160.00	1,380.00
01-35104	Animal Control Fines	1,375	1,375.00	1,700.00
01-35105	Admin Citation	7,499	7,499.22	7,996.28
<b>TOTAL FINES AND FORFEITURES</b>		<b>30,994</b>	<b>30,994.65</b>	<b>49,342.43</b>
<b>OTHER</b>				
21-36102	Special Assessment Int	319	319.45	
01-36200	Miscellaneous	841	841.84	12,678.13
01-36210	Interest on Investments	23,178	23,178.30	30,858.45
01-36220	Facility Rentals	23,565	23,565.00	23,818.50
01-36221	AFRC Rental	0	0.00	
01-36222	AFRC Supervision Fee	0	0.00	
21-36223	AFRC Misc Inc		0.00	
01-36230	Donations	2,450	2,450.00	1,010.00
01-36233	Operation Round Up Grant		0.00	
01-36234	Arts Grant for Concert Series	7,929	7,929.00	
01-36240	Patronage Capital	5,633	5,633.62	593.13
01-36241	Fire Dept Private Grants	780	780.00	
01-36242	Wellness Grant	750	750.00	670.00
01-36250	Telephone Commissions		0.00	
01-36501	Sale of Property		0.00	23,208.18
21-37200	Sale of Services	6,273	6,273.00	-
01-36999	Fire on the Run In & Out		0.00	0
Total non-mail other revenue		71,718	71,720.21	92836.39
<b>TOTAL OTHER</b>		<b>71,718</b>	<b>71,720.21</b>	<b>92836.39</b>
<b>TOTAL REVENUES</b>		<b>5,929,783</b>	<b>5,929,797.14</b>	<b>5956653.71</b>
<b>TRANSFERS IN</b>				
01-39203	Liquor Fund	400,000	400,000.00	415,000.00
01-39203	Other Funds	116,702	116,702.00	100,000.00
<b>TOTAL TRANSFERS IN</b>		<b>516,702</b>	<b>516,702.00</b>	<b>515,000</b>
<b>TOTAL REVENUES AND TRANSFER</b>		<b>6,446,485</b>	<b>6,446,499.14</b>	<b>6471653.71</b>
<b>EXPENDITURES</b>				
<b>GENERAL GOVERNMENT</b>				
<b>Council - #41110</b>				
Personal Services				
-41110-101	Salaries	21,401	21,400.20	21,400.20
-41110-122	FICA/Medicare Employer Share/Emplo	1,638	1,636.82	1,636.87
-41110-151	Worker's Comp - Ins Premiums	76	75.35	91.73
Total Personal Services		23,115	23,112.37	23,128.80
Supplies				
-41110-200	Office Supplies - Accessories	21	20.30	
-41110-210	Miscellaneous Operating Supplies	22	22.00	
-41110-213	Citizens Academy	0	0.00	
-41110-214	Employee Recognition	250	249.64	245.19
Total Supplies		293	291.94	245.19
Other Services and Charges				
-41110-304	Miscellaneous Professional Services	405	405.00	800.00
-41110-331	Travel/Meals/Lodging	1,323	1,322.76	1,708.24
-41110-334	Mileage Reimbursements	96	95.04	
-41110-340	Advertising	1,341	1,340.50	
-41110-360	Insurance and Bonds	498	497.66	807.04
-41110-430	Miscellaneous	0	0.00	25.00
-41110-433	Dues and Subscriptions	30	30.00	
-41110-440	Schools and Meetings	1,275	1,275.00	1,164.00
-41110-441	Sister City Activities	1,680	1,679.19	
-41110-455	Fireworks Display Expenses	12,275	12,275.00	10,106.25
-41110-499	Tomlison Special Assmt Agreement	0	0.00	-
Total Other Services and Charges		18,923	18,920.15	14,610.53
<b>Total Council</b>		<b>42,331</b>	<b>42,324.46</b>	<b>37,984.52</b>
<b>Administration - #41320</b>				
Personal Services				
-41320-101	Salaries	112,593	112,592.62	116,566.28
-41320-102	Overtime	84	83.43	17.73
-41320-103	Part-time Regular	32,835	32,834.44	20,713.02
-41320-105	Temp/Seasonal		0.00	12.72
-41320-121	PERA Employer Share	10,739	10,738.68	10,221.44
-41320-122	FICA/Medicare Employer Share/Emplo	10,730	10,729.76	10,203.16
-41320-131	Medical/Dental/Life Employer Share	14,281	14,280.72	15,931.53
-41320-132	Longevity	0	0.00	
-41320-133	Deductible Contribution	1,200	1,200.00	2,546.33
-41320-151	Workers' Compensation Insurance	902	901.83	1,073.92
-41320-153	City Wide Re-employment Compensatio	184	183.49	
-41320-154	HRA/Flex Fees	221	220.15	152.12
Total Personal Services		183,769	183,765.12	177,438.25
Supplies				
-41320-201	Office Supplies - Accessories	1,357	1,356.22	1,112.30
-41320-202	Duplicating Supplies and Copy Paper	2,064	2,063.83	1,466.55
-41320-203	Newsletter Costs	2488	2,487.44	1,361.60
-41320-204	Stationary, Forms and Envelopes	0	0.00	612.00

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-41320-209 Software Updates	2,292	2,291.90	948.99
-41320-210 Miscellaneous Operating Supplies	420	420.00	497.64
-41320-221 Repairs and Maintenance - Equipment	0	0.00	110.23
-41320-240 Small Tools & Minor Equipment	648	647.99	1,854.95
<b>Total Supplies</b>	<b>9,269</b>	<b>9,267.38</b>	<b>7,964.26</b>
<b>Other Services and Charges</b>			
-41320-304 Miscellaneous Professional Services	489	488.75	1,032.32
-41320-313 Marco IT Mgmt & Backup		0.00	
-41320-321 Telephone/Cellular Phones		0.00	
-41320-322 Postage	3,386	3,385.44	2,952.68
-41320-331 Travel/Meals/Lodging	538	537.23	492.55
-41320-334 Mileage Reimbursement	206	205.96	28.80
-41320-340 Advertising	1,341	1,340.50	742.41
-41320-351 Legal Notices/Ordinance Publication	1,699	1,698.50	432.86
-41320-360 Insurance and Bonds	1,628	1,627.77	1,895.25
-41320-404 Repairs and Maintenance	0	0.00	120.00
-41320-409 Maintenance Contracts - Office Equipm	10,447	10,447.00	11,264.99
-41320-430 Miscellaneous	0	0.00	
-41320-433 Dues and Subscriptions	585	584.30	461.34
-41320-437 City Wide-Dues & Subscriptions	13,096	13,096.00	12,762.00
-41320-440 Schools and Meetings	915	915.00	98.00
-41320-441 Web Site Enhancement		0.00	
-41320-489 Contracted Services	0	0.00	
<b>Total Other Services and Charges</b>	<b>34,330</b>	<b>34,326.45</b>	<b>32,283.20</b>
<b>Total Administration</b>	<b>227,368.00</b>	<b>227,358.95</b>	<b>217,685.71</b>
<b>Elections - #41410</b>			
<b>Personal Services</b>			
-41410-104 Salaries - Temporary Election Judges	6,536	6,535.02	
-41410-122 FICA/Medicare Employer Share/Emplo	0	0.00	
-41410-151 Workers' Compensation Insurance		0.00	
<b>Total Personal Services</b>	<b>6,536</b>	<b>6,535.02</b>	<b>-</b>
<b>Supplies</b>			
-41410-200 Miscellaneous Office Supplies	0	0.00	
-41410-201 Office Supplies - Accessories	175	174.99	
<b>Total Supplies</b>	<b>175</b>	<b>174.99</b>	<b>-</b>
<b>Other Services and Charges</b>			
-41410-331 Travel/Meals/Lodging	94	93.18	
-41410-351 Legal Notices/Ordinance Publication	82	81.20	
-41410-404 Repairs & Maintenance - Voting Equipment		0.00	
-41410-408 Maintenance Contracts - Mach/Equipme	728	727.88	775.00
-41410-412 Rentals - Buildings		0.00	
-41410-430 Miscellaneous		0.00	
<b>Total Other Services and Charges</b>	<b>904</b>	<b>902.26</b>	<b>775.00</b>
<b>Total Elections</b>	<b>7,615</b>	<b>7,612.27</b>	<b>775.00</b>
<b>Finance - #41500</b>			
<b>Personal Services</b>			
-41500-101 Salaries	154,039	154,038.91	149,591.18
-41500-102 Overtime	0	0.00	
-41500-103 Part-time Regular		0.00	
-41500-121 PERA Employer Share	11,477	11,476.32	11,131.92
-41500-122 FICA/Medicare Employer Share/Emplo	11,403	11,402.05	10,844.28
-41500-131 Medical/Dental/Life Employer Share	28,555	28,554.48	27,323.94
-41500-132 Longevity	0	0.00	
-41500-133 Deductible Contribution	2,443	2,442.68	2,142.65
-41500-151 Workers' Compensation Insurance	637	636.79	1,224.42
-41500-154 HRA/Flex Fees	147	146.80	147.42
<b>Total Personal Services</b>	<b>208,701</b>	<b>208,698.03</b>	<b>202,405.81</b>
<b>Supplies</b>			
-41500-201 Office Supplies - Accessories	1,381	1,380.45	1,161.30
-41500-204 Stationary, Forms and Envelopes	1,641	1,640.78	3,404.84
-41500-209 Software Updates	1,275	1,275.00	675.00
-41500-210 Miscellaneous Operating Supplies	479	478.77	96.11
-41500-240 Small Tools	2,457	2,457.00	999.00
<b>Total Supplies</b>	<b>7,233</b>	<b>7,232.00</b>	<b>6,336.25</b>
<b>Other Services and Charges</b>			
-41500-301 Auditing and Accounting	28,966	28,965.87	29,000.00
-41500-304 Miscellaneous Professional Services	0	0.00	
-41500-308 Isanti Co Assessment Mgmt Fee	565	565.00	
-41500-309 EDP Professional Services	29,109	29,108.13	19,755.50
-41500-321 Telephone/Cellular Phones		0.00	
-41500-331 Travel/Meals/Lodging	98	98.00	287.40
-41500-334 Mileage Reimbursement	284	283.50	616.98
-41500-340 Advertising	0	0.00	
-41500-351 Legal Notices/Ordinance Publishing	531	530.10	242.54
-41500-360 Insurance and Bonds	1,413	1,412.64	1,451.44
-41500-409 Maintenance Contracts - Office Equipm	13,808	13,808.00	13,808.00
-41500-420 Wellness		0.00	

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-41500-430 Miscellaneous	246	245.45	164.15
-41500-432 Property Finders Fee		0.00	
-41500-433 Dues and Subscriptions	1,555	1,554.30	1,702.39
-41500-440 Schools and Meetings	1,248	1,248.00	2,018.00
<b>Total Other Services and Charges</b>	<b>77,823</b>	<b>77,818.99</b>	<b>69,046.40</b>
<i>Total Finance</i>	<i>293,757</i>	<i>293,749.02</i>	<i>277,788.46</i>
<i>Legal - #41610</i>			
Other Services and Charges			
-41610-304 Legal Fees	46,515	46,514.22	54,061.83
-41610-307 Study Fees		0.00	
-41610-305 Prosecution Services	39,502	39,501.96	39,501.96
<b>Total Other Services and Charges</b>	<b>86,017</b>	<b>86,016.18</b>	<b>93,563.79</b>
<i>Total Legal</i>	<i>86,017</i>	<i>86,016.18</i>	<i>93,563.79</i>
<i>Community Development</i>			
<i>Building Department - #41920</i>			
<i>Personal Services</i>			
-41920-101 Salaries	219,698	219,697.14	203,577.41
-41920-102 Overtime	28	27.99	
-41920-121 PERA Employer Share	14,574	14,573.99	15,243.12
-41920-122 FICA/Medicare Employer Share/Emplo	16,219	16,218.09	15,017.58
-41920-131 Medical/Dental/Life Employer Share	44,055	44,054.82	45,602.70
-41920-132 Longevity	0	0.00	
-41920-133 Deductible Contribution	4,136	4,135.26	1,825.21
-41920-151 Workers' Compensation Insurance	1,450	1,449.77	2,056.80
-41920-154 HRA/Flex Fees	221	220.15	230.53
<b>Total Personal Services</b>	<b>300,381</b>	<b>300,377.21</b>	<b>283,553.35</b>
<i>Supplies</i>			
-41920-201 Office Supplies - Accessories	563	562.17	585.84
-41920-204 Stationary, Forms and Envelopes	0	0.00	
-41920-209 Software Updates	0	0.00	117.55
-41920-210 Miscellaneous Operating Supplies	588	587.72	265.11
-41920-212 Gasoline/Fuel/Lubricants/Additives	1,104	1,103.82	962.49
-41920-221 Repair and Maintenance Supplies - Vehi	469	468.05	512.75
-41920-240 Small Tools and Minor Equipment	0	0.00	449.99
<b>Total Supplies</b>	<b>2,724</b>	<b>2,721.76</b>	<b>2,893.73</b>
<i>Other Services and Charges</i>			
-41920-304 Miscellaneous Professional Services	130	130.00	
-41920-309 EDP Professional Services	2,121	2,120.62	2,156.25
-41920-313 Marco IT Mgmt & Backup		0.00	
-41920-321 Telephone/Cellular Phones	1,674	1,673.63	1,706.13
-41920-331 Travel/Meals/Lodging	301	300.39	64.95
-41920-334 Mileage Reimbursement	416	415.80	757.28
-41920-340 Advertising	84	83.85	
-41920-351 Legal Notices/Ordinance Publishing		0.00	
-41920-360 Insurance	2,073	2,072.37	2,054.25
-41920-404 Repairs and Maintenance	46	46.00	188.71
-41920-409 Maintenance Contracts - Office Equipm	2,270	2,270.00	2,090.00
-41920-430 Miscellaneous	66	65.08	
-41920-432 Credit Card Fees	105	104.85	600.00
-41920-433 Dues and Subscriptions	532	532.00	2,387.05
-41920-440 Schools and Meetings	1,261	1,261.00	2,190.00
<b>Total Other Services and Charges</b>	<b>11,079</b>	<b>11,075.59</b>	<b>14,194.62</b>
<i>Total Building Department</i>	<i>314,184</i>	<i>314,174.56</i>	<i>300,641.70</i>
<i>Engineering</i>			
-41925-303 Engineering Contracted Expense	25,575	25,574.93	22,517.54
<i>Planning - #41935</i>			
<i>Personal Services</i>			
-41935-101 Salaries	229,492	229,491.10	198,407.81
-41935-102 Overtime	0	0.00	
-41935-112 Planning Commission Salaries	1,935	1,935.00	1,715.00
-41935-121 PERA Employer Share	17,011	17,010.42	14,834.64
-41935-122 FICA/Medicare Employer Share/Emplo	16,794	16,793.85	14,739.66
-41935-131 Medical/Dental/Life Employer Share	42,829	42,828.24	34,078.68
-41935-132 Longevity	0	0.00	
-41935-133 Deductible Contribution	3,135	3,134.68	1,868.21
-41935-151 Workers' Compensation Insurance	1,109	1,108.44	1,397.81
-41935-154 HRA/Flex Fees	221	220.15	180.32
<b>Total Personal Services</b>	<b>312,526</b>	<b>312,521.88</b>	<b>267,222.13</b>
<i>Supplies</i>			
-41935-201 Office Supplies - Accessories	1,277	1,276.77	817.06
-41935-204 Stationary, Forms and Envelopes	0	0.00	2.10
-41935-209 Software Updates	1,477	1,476.76	1,400.00
-41935-210 Miscellaneous Operating Supplies	420	420.00	15.22
-41935-212 Gasoline/Fuel/Lubricants/Additives	196	196.00	455.92
-41935-221 Repair and Maintenance Supplies - Vehi	16	16.00	136.84



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	3/6/2017 Proposed Amended Budget 2016	12/31/2016 YTD Actual 2016	YTD Actual 2015
-41935-240 Small Tools and Minor Equipment	495	495.00	437.13
Total Supplies	3,881	3,880.53	3,264.27
Other Services and Charges			
-41935-301 Special Projects	0	0.00	
-41935-303 Comp Plan Update		0.00	
-41935-304 Miscellaneous Professional Services	280	280.00	225.00
-41935-306 Transportation Study Consulting		0.00	
-41935-307 Rail Study		0.00	
-41935-308 Lakes & Pines Mgmt--Smal l Cities Grant		0.00	
-41935-309 EDP Professional Services	847	846.25	1,593.75
-41935-313 Marco IT Mgmt & Backup		0.00	
-41935-321 Telephone/Cellular Phones	898	897.49	1,284.30
-41935-322 Code Enforcement Mailing	0	0.00	
-41935-331 Travel/Meals/Lodging	338	337.65	112.50
-41935-334 Mileage Reimbursement	13	12.20	47.15
-41935-340 Advertising		0.00	
-41935-351 Legal Notices/Ordinance Publishing	552	551.14	127.46
-41935-360 Insurance	10,230	10,229.64	10,459.82
-41935-404 Repairs and Maintenance	0	0.00	
-41935-409 Maintenance Contracts - Office Equipm	2,990	2,990.00	2,990.00
-41935-430 Miscellaneous	259	-4,347.11	374.67
-41935-431 Property Securing Exp		593.50	
-41935-432 Abatement Costs		4,011.96	
-41935-433 Dues and Subscriptions	1,095	1,094.87	445.00
-41935-440 Schools and Meetings	582	582.00	717.71
-41935-487 Flyover Pictures--share from Isanti Co	0	0.00	
-41935-488 Other Contracted Services--Comp Plan I	64,264	64,263.31	
-41935-489 Other Contracted Services-GIS Maint	0	0.00	130.00
Total Other Services and Charges	82,348	82,342.90	18,507.36
Total Planning	398,755	398,745.31	288,993.76
Total Community Development	738,514	738,494.80	612,153.00
City Hall Buildings - #41950			
Personal Services			
-41950-101 Salaries	25,045	25,044.81	23,672.92
-41950-102 Overtime	0	0.00	
-41950-121 PERA Employer Share	1,800	1,799.76	1,717.86
-41950-122 FICA/Medicare Employer Share/Emplo	1,844	1,843.73	1,749.94
-41950-131 Medical/Dental/Life Employer Share	7,129	7,128.90	6,835.05
-41950-132 Longevity	0	0.00	
-41950-133 Deductible Contribution	0	0.00	716.83
-41950-151 Workers' Compensation Insurance	1,337	1,336.50	1,496.13
-41950-154 HRA/Flex Fees	37	36.75	36.85
Total Personal Services	37,192	37,190.45	36,225.58
-41950-210 Miscellaneous Operating Supplies			
-41950-212 Gasoline/Fuel	30	29.49	36.32
-41950-215 Maintenance Supplies	6,456	6,455.06	8,489.15
-41950-240 Small Tools & Equipment	0	0.00	
Total Supplies	6,486	6,484.55	8,525.47
Other Services and Charges			
-41950-321 Telephone/Cellular Phones	16,925	16,924.85	17,404.61
-41950-360 Insurance	1,918	1,917.45	2,274.66
-41950-381 Electric Utilities	10,568	10,567.31	10,276.00
-41950-382 Water/Wastewater	1,349	1,348.26	1,236.25
-41950-383 Gas Utilities	5,712	5,711.93	6,077.02
-41950-384 Refuse and Recycling	7,497	7,496.29	7,120.32
-41950-401 Repairs and Maintenance -Buildings/Str	41,248	41,247.84	19,326.49
-41950-405 Janitor Services	0	0.00	115.00
-41950-409 Maintenance Contracts - Office Equip	2,596	2,595.42	2,693.10
-41950-411 Cement Replacement		0.00	
-41950-413 Rentals - Office Equipment [copier-new	16,549	16,548.59	12,299.89
-41950-430 Miscellaneous	578	577.45	268.25
Total Other Services and Charges	104,940	104,935.39	79,091.59
Total City Hall Buildings	148,618	148,610.39	123,842.64
TOTAL GENERAL GOVERNMENT	1,544,220	1,544,166.07	1,363,793.12
<b>PUBLIC SAFETY</b>			
Police Department - #42100			
Personal Services			
-42100-101 Salaries	1,009,148	1,009,147.57	1,025,490.12
-42100-102 Overtime	61,373	61,372.33	70,633.69
-42100-103 Salaries - Part-Time Regular--Office	25,984	25,983.55	19,203.64
-42100-104 Salaries - Part-Time Regular--Police	19,193	19,192.80	
-42100-110 Hours Worked Holiday	14,848	14,847.81	
-42100-117 Shift Differential	7,546	7,545.15	
-42100-121 PERA Employer Share	171,861	171,860.81	171,708.02
-42100-122 FICA/Medicare Employer Share/Emplo	20,899	20,898.83	19,964.33
-42100-131 Medical/Dental/Life Employer Share	229,484	229,483.56	218,506.32
-42100-132 Longevity	0	0.00	
-42100-133 Deductible Contribution	14,109	14,108.13	15,017.25

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
Proposed 2016 Budget Request

	3/6/2017 Proposed Amended Budget 2016	12/31/2016 YTD Actual 2016	YTD Actual 2015
-42100-151 Workers' Compensation Insurance	37,412	37,411.26	46,813.26
-42100-154 HRA/Flex Fees	1,156	1,155.20	1,179.32
Total Personal Services	1,613,013	1,613,007.00	1,588,515.95
Supplies			
-42100-201 Office Supplies - Accessories	2,314	2,313.75	3,134.32
-42100-202 Duplicating Supplies and Copy Paper	1,501	1,500.15	522.03
-42100-209 Software Updates	8,233	8,232.12	4,901.40
-42100-210 Miscellaneous Operating Supplies	6,172	6,171.32	5,620.61
-42100-212 Gasoline/Fuel/Lubricants/Additives	31,678	31,677.38	32,775.51
-42100-213 Ammunition	3,905	3,904.06	3186.4
-42100-214 Crime Scene Supplies	1,734	1,733.66	906.89
-42100-217 Promotional Events	1,174	1,173.17	1,835.31
-42100-221 Repairs and Maintenance Supplies - Squ	17,856	17,855.97	17,606.03
-42100-231 Uniform Allowance	25,964	25,963.66	21,780.15
-42100-232 Uniform--Reserves	2,751	2,750.66	1,960.95
-42100-240 Small Tools/Minor Equipment	16,321	16,320.84	6,465.79
Total Supplies	119,603	119,596.54	100,695.39
Other Services and Charges			
-42100-304 Miscellaneous Professional Services	11,066	11,065.30	10,365.86
-42100-305 Applicant Testing	4,423	4,422.55	1,500.00
-42100-313 Marco IT Mgmt & Backup		0.00	
-42100-321 Telephone/Cellular Phones	12,447	12,446.40	12,122.42
-42100-322 Postage	283	282.06	611.79
-42100-331 Travel/Meals/Lodging	1,591	1,590.48	6,565.68
-42100-334 Mileage Reimbursement	212	211.14	109.25
-42100-340 Advertising	0	0.00	
-42100-360 Insurance	34,191	34,190.19	33,892.47
-42100-381 Electric Utilities	5,435	5,434.60	5,284.80
-42100-383 Gas Utilities	2,814	2,813.36	2,993.14
-42100-391 Old MNDOT Electric	4,420	4,419.17	596.24
-42100-392 Old MNDOT Water/Sewer	1,951	1,950.10	247.76
-42100-404 Maintenance and Repair -Vehicles/ Equi	6,151	6,150.70	7,124.15
-42100-409 Maintenance Contracts-Office Equipmen	19,643	19,642.15	17,401.90
-42100-410 Police Reserve Program Activities	837	836.01	88.18
-42100-411 Auto Pawn	2,601	2,600.10	2,067.30
-42100-413 Office Equipment Rentals	420	419.19	
-42100-429 Old MNDOT Maint Costs	6,000	5,999.74	4,791.47
-42100-430 Miscellaneous	0	0.00	
-42100-433 Dues and Subscriptions	4,792	4,791.02	6,084.57
-42100-440 Schools and Meetings	10,752	10,751.68	13,312.77
-42100-441 Training--Grant funded	0	0.00	
-42100-455 Jail and Medical Expenses	0	0.00	
-42100-489 Other Contracted Services	1,362	1,361.12	848.89
Total Other Services and Charges	131,391	131,377.06	126,008.64
<i>Total Police Department</i>	1,864,007	1,863,980.60	1,815,219.98
<i>Fire Department - 42200</i>			
Personal Services			
-42200-101 Salaries	70,340	70,339.13	67,693.44
-42200-103 Salaries	43,938	43,938.00	50,713.00
-42200-121 PERA Employer Share	11,443	11,442.76	10,914.89
-42200-122 FICA/Medicare Employer Share/Emplo	4,307	4,306.07	4,905.62
-42200-131 Medical/Dental/Life Employer Share	14,281	14,280.72	13,661.97
-42200-132 Fire Longevity Pay	0	0.00	
-42200-133 Deductible Contribution	0	0.00	641.00
-42200-151 Worker's Comp - Ins Premiums	25,098	25,097.99	29,922.72
-42200-154 Flex Fees	74	73.40	73.70
Total Personal Services	169,481.00	169,478.07	178,526.34
Supplies			
-42200-201 Office Supplies - Accessories	124	123.25	711.06
-42200-204 Stationary, Forms and Envelopes	0	0.00	
-42200-210 Miscellaneous Operating Supplies	4,567	4,566.05	7,151.58
-42200-211 Grant Funded Supplies		0.00	
-42200-212 Gasoline/Fuel/Lubricants/Additives	5,391	5,390.17	6,589.45
-42200-213 Operation Round Up Computer Exp		0.00	
-42200-215 Shop Maintenance Supplies		0.00	
-42200-221 Repairs and Maintenance Supplies - Tru	38,577	38,576.71	28,040.88
-42200-223 Repairs and Maintenance Supplies - Bui	170	169.21	516.40
-42200-231 Uniform Allowance	8,950	8,949.93	11,906.82
-42200-240 Small Tools	798	797.80	2,227.72
-42200-241 Small Tools-Grant Funded	2,884	2,883.91	
Total Supplies	61,461	61,457.03	57,143.91
Other Services and Charges			
-42200-301 Auditing and Accounting	350	350.00	6,579.00
-42200-304 Miscellaneous Professional Services	9,736	9,735.25	7,502.45
-42200-306 Fire Relief--Pension Pass Through	0	0.00	
-42200-307 Fire Relief--Pension City Share	10,000	10,000.00	10,000.00
-42200-313 Marco IT Mgmt & Backup		0.00	
-42200-321 Telephone/Cellular Phones	891	890.10	610.00
-42200-331 Travel/Meals/Lodging	753	752.22	498.63
-42200-334 Mileage Reimbursement	0	0.00	98.90

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
**Proposed 2016 Budget Request**

	3/6/2017	12/31/2016	
	<b>Proposed</b>		
	<b>Amended</b>		
	<b>Budget</b>	<b>YTD</b>	<b>YTD</b>
	<b>2016</b>	<b>Actual 2016</b>	<b>Actual 2015</b>
-42200-340 Advertising	99	99.00	
-42200-360 Insurance	7,066	7,065.12	7,483.85
-42200-381 Electric Utilities	14,932	14,931.52	14,675.47
-42200-382 Water/Wastewater Utilities	544	543.15	600.43
-42200-383 Gas Utilities	5,513	5,512.75	379.40
-42200-401 Repairs and Maintenance - Buildings	309	308.20	764.00
-42200-404 Repairs and Maintenance - Equipment/R	1,306	1,306.00	3,047.25
-42200-405 Janitorial		0.00	
-42200-430 Miscellaneous		0.00	134.22
-42200-433 Dues and Subscriptions	1,165	1,165.00	1,785.00
-42200-440 Schools and Meetings	1,821	1,820.38	2,067.00
-42200-441 Schools and Meetings Grant Funded	1,219	1,219.00	5,466.00
-42200-999 Arlington Fire Costs		0.00	26,721.29
<b>Total Other Services and Charges</b>	<b>55,704</b>	<b>55,697.69</b>	<b>88,412.89</b>
<b>Total Fire Department</b>	<b>286,646</b>	<b>286,632.79</b>	<b>324,083.14</b>
<b>Emergency Management - #42300</b>			
<b>Supplies</b>			
-42300-201 Office Supplies - Accessories	0	0.00	
-42300-202 Duplicating Supplies and Copy Paper	0	0.00	
-42300-209 Software Updates	916	916.00	
-42300-210 Miscellaneous Operating Supplies	533	532.97	49.96
-42300-240 Small Tools & Minor Equip	9,525	9,524.50	1,859.00
<b>Total Supplies</b>	<b>10,974</b>	<b>10,973.47</b>	<b>1,908.96</b>
<b>Other Services and Charges</b>			
-42300-304 Misc Prof Serv	2,597	2,596.25	1,468.75
-42300-321 Telephone/Cellular Phones	71	70.02	140.04
-42300-331 Travel/Meals/Lodging	156	155.86	182.25
-42300-440 Schools and Meetings	750	750.00	
-42300-441 Grant Funded Schools and Meetings	600	600.00	
<b>Total Other Services and Charges</b>	<b>4,173</b>	<b>4,172</b>	<b>1791.04</b>
<b>Total Emergency Management</b>	<b>15,147</b>	<b>15,145.60</b>	<b>3,700.00</b>
<b>Animal Control - #42700</b>			
<b>Supplies</b>			
-42700-310 Miscellaneous Operating Supplies	4,985	4,985.00	4,800.00
-42700-340 Advertising		0.00	
<b>Total Supplies</b>	<b>4,985.00</b>	<b>4,985.00</b>	<b>4,800.00</b>
<b>Total Animal Control</b>	<b>4,985</b>	<b>4,985.00</b>	<b>4,800.00</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>2,170,785</b>	<b>2,170,743.99</b>	<b>2,147,803.12</b>
<b>PUBLIC WORKS</b>			
<b>Street Maintenance - #43000</b>			
<b>Personal Services</b>			
-43001-101 Salaries	532,211	532,210.74	530,368.88
-43001-102 Overtime	3,186	3,185.30	11,381.15
-43001-104 Temp/Seasonal/Seasonal	10,364	10,363.35	6,588.15
-43001-105 Temp/Seasonal Overtime	8	7.41	
-43001-111 Overtime-Snowplowing	23,553	23,552.55	
-43001-112 Overtime-Mosquito Spraying	3,026	3,025.66	
-43001-121 PERA Employer Share	41,788	41,787.22	39,162.89
-43001-122 FICA/Medicare Employer Share/Emplo	42,403	42,402.94	39,648.78
-43001-131 Medical/Dental/Life Employer Share	123,668	123,667.53	118,376.11
-43001-132 Longevity		0.00	
-43001-133 Deductible Contribution	6,989	6,988.24	5,364.34
-43001-151 Workers' Compensation Insurance	40,393	40,392.61	54,882.07
-43001-154 HRA/Flex Fees	636	635.45	650.10
<b>Total Personal Services</b>	<b>828,225</b>	<b>828,219.00</b>	<b>806,422.47</b>
<b>Supplies</b>			
-43001-201 Office Supplies - Accessories	1,645	1,644.91	529.32
-43001-202 Duplicating and Copying Supplies	60	59.98	23.20
-43001-204 Stationary, Forms and Envelopes	174	173.75	
-43001-209 Software Updates		0.00	890.00
-43001-210 Miscellaneous Operating Supplies	9,666	9,665.65	10,263.19
-43001-212 Gasoline/Fuel/Lubricants/Additives	26,528	26,527.56	26,759.47
-43001-215 Shop Maintenance Supplies	1,627	1,626.51	900.50
-43001-219 Snow Removal - Material	48,408	48,407.43	84,391.04
-43001-221 Repairs and Maintenance Supplies - Equ	52,770	52,769.77	40,421.60
-43001-224 Repairs and Maintenance - Infrastructure	15,955	15,954.45	11,756.19
-43001-226 Signs	3,273	3,271.82	7,110.44
-43001-240 Small Tools and Minor Equipment	6,574	6,573.31	3,570.63
<b>Total Supplies</b>	<b>166,680</b>	<b>166,675.14</b>	<b>186,615.58</b>
<b>Other Services and Charges</b>			
-43001-304 Miscellaneous Professional Services	4,435	4,434.92	5,733.26
-43001-313 Marco IT Mgmt & Backup		0.00	
-43001-321 Telephone/Cellular Phones	12,343	12,342.81	11,260.91
-43001-331 Travel/Meals/Lodging		0.00	60.38
-43001-334 Mileage Reimbursement		0.00	
-43001-340 Advertising		0.00	137.25
-43001-351 Legal Notices/Publications		0.00	

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
Proposed 2016 Budget Request

	3/6/2017	12/31/2016	
	<b>Proposed</b>		
	<b>Amended</b>		
	<b>Budget</b>	<b>YTD</b>	<b>YTD</b>
	<b>2016</b>	<b>Actual 2016</b>	<b>Actual 2015</b>
-43001-360 Insurance	16,085	16,084.53	18,651.63
-43001-381 Electric Utilities	362	361.52	360.00
-43001-382 Water/Wastewater Utilities	1,184	1,183.83	357.69
-43001-404 Repairs and Maintenance - Vehicles/Equ	2,120	2,119.90	356.00
-43001-405 Emergency Mgmt Rep & Maint	0	0.00	
-43001-406 Painting and Striping	9,801	9,800.53	15,694.65
-43001-413 BNSF Parking Lot Lease	2,152	2,151.48	2,088.81
-43001-415 Equipment Rental		0.00	
-43001-417 Uniform Rental	6,238	6,237.23	7,142.56
-43001-430 Miscellaneous	30	30.00	126.00
-43001-433 Dues and Subscriptions	1,176	1,175.94	965.78
-43001-440 Schools and Meetings	510	510.00	356.33
-43001-444 Insect Control	6,825	6,824.40	4,516.80
-43001-445 Diseased Tree Program	24,853	24,852.15	7,987.40
-43001-446 Weed Control	3,326	3,325.90	1,469.18
-43001-447 Downtown Decorations	7,698	7,697.30	1,055.97
-43001-451 Township Assessment	13,492	13,491.72	
-43001-449 Paver Repair		0.00	
-43001-489 Other Contracted Services	14,809	14,808.26	6,270.38
Total Other Services and Charges	127,439	127,432.42	84,590.98
Total Street Maintenance	1,122,344	1,122,326.56	1,077,629.03
<i>Street Lighting - #43160</i>			
Supplies			
-43160-238 Repairs and Maintenance Supplies - Infr	9,026	9,025.02	29,111.29
Total Supplies	9,026	9,025.02	29,111.29
Other Services and Charges			
-43160-381 Utilities	172,834	172,833.28	172,012.28
-43160-402 Signal Light Repairs	630	630.00	
Total Other Services and Charges	173,464	173,463.28	172,012.28
Total Street Lighting	182,490	182,488.30	201,123.57
<i>Maintenance Building - #43170</i>			
Supplies			
-43170-215 Maintenance Supplies	0	0.00	127.86
Total Supplies	0	-	127.86
Other Services and Charges			
-43170-321 Telephone/Cellular Phones	0	0.00	
-43170-381 Electric Utilities	2,353	2,352.51	2,197.25
-43170-382 Water/Wastewater Utilities	1,585	1,584.97	1,670.73
-43170-383 Gas Utilities	9,464	9,463.08	11,342.01
-43170-401 Repairs and Maintenance - Buildings/Stu	841	841.00	
-43170-430 Miscellaneous	0	0.00	
Total Other Services and Charges	14,243	14,241.56	15,209.99
Total Maintenance Building	14,243	14,241.56	15,337.85
<b>TOTAL PUBLIC WORKS</b>	1,319,077	1,319,056.42	1,294,090.45
<b>PARKS AND RECREATION</b>			
<i>Ice Rink - #45127</i>			
Supplies			
-45127-210 Miscellaneous Operating Supplies	264	263.11	34.65
-45127-212 Gasoline/Fuel/Lubricants/Additives	0	0.00	
-45127-215 Shop Maintenance Supplies	0	0.00	
-45127-221 Repairs and Maintenance Supplies - Equ	70	69.45	135.87
-45127-223 Repairs and Maintenance Supplies - Bui	85	85.00	25.00
Total Supplies	419	417.56	195.52
Other Services and Charges			
-45127-321 Telephone/Cellular Phones		0.00	
-45127-360 Insurance		0.00	
-45127-381 Electric Utilities	4,290	4,289.82	
-45127-382 Water/Wastewater Utilities	0	0.00	
-45127-383 Gas Utilities	3,916	3,915.81	1,585.09
-45127-401 Repairs and Maintenance - Structures	0	0.00	200.00
-45127-415 Equipment Rental	424	423.33	210.00
-45127-430 Miscellaneous	0	0.00	
Total Other Services and Charges	8,630	8,629	1,995.09
Total Ice Rink	9,049	9,046.52	2,190.61
<i>Parks and Recreation - 45200</i>			
Personal Services			
-45200-101 Full-time Salaries	110,122	110,121.50	105,300.72
-45200-102 FT Overtime	766	765.12	219.27
-45200-104 Salaries - Temporary/Seasonal	9,825	9,825.00	6,339.76
-45200-105 Overtime-Seasonal	4	3.75	
-45200-112 Parks & Rec Commission Stipends	1,000	1,000.00	1,610.00
-45200-121 PERA (Employer)	8,172	8,171.37	7,863.01
-45200-122 FICA/Medicare Employer Share/Emplo	8,959	8,958.21	8,332.29

**CITY OF CAMBRIDGE**  
**General Fund Budget Report - Fund #101**  
Proposed 2016 Budget Request

	3/6/2017 Proposed Amended Budget <u>2016</u>	12/31/2016 YTD <u>Actual 2016</u>	YTD <u>Actual 2015</u>
101-45200 Medical/Dental/Life Employer Share	28,562	28,561.44	27,323.94
-45200-132 Longevity	0	0.00	
-45200-133 Deductible Contribution	1,937	1,936.58	2,351.18
-45200-151 Workers' Compensation Insurance	4,630	4,629.24	5,266.36
-45200-154 HRA/Flex Fees	147	146.80	147.42
<b>Total Personal Services</b>	<u>174,124</u>	<u>174,119.01</u>	<u>164,753.95</u>
<b>Supplies</b>			
-45200-210 Miscellaneous Operating Supplies	4,041	4,040.13	4,019.06
-45200-212 Gasoline/Fuel/Lubricants/Additives	7,884	7,883.58	7,339.16
-45200-221 Repairs and Maintenance Supplies - Equ	5,244	5,243.18	8,085.76
-45200-223 Repairs and Maintenance Supplies - Bui	8,022	8,021.10	11,115.25
-45200-226 Signs	0	0.00	440.72
-45200-230 Master Garden Supplies	250	250.00	250.04
-45200-240 Small Tools and Minor Equipment	636	635.88	959.17
<b>Total Supplies</b>	<u>26,077</u>	<u>26,073.87</u>	<u>32,209.16</u>
<b>Other Services and Charges</b>			
-45200-304 Professional Services-Park Study	555	555.00	
-45200-305 Park Contracted Services	361	361.00	3,900.00
-45200-321 Telephone/Cellular Phones		0.00	
-45200-306 Misc Prof Serv		0.00	
-45200-306 Park Commission Activities		0.00	
-45200-340 Advertising	0	0.00	658.35
-45200-351 Legal Notices	0	0.00	16.64
-45200-360 Insurance	16,130	16,129.27	18,991.96
-45200-381 Electric Utilities	23,140	23,139.99	24,028.51
-45200-382 Water & Wastewater Utilities	1,035	1,034.58	1,499.96
-45200-401 Repairs and Maintenance - Structures	5,405	5,405.00	765.00
-45200-403 R&M Tennis Court	0	0.00	127.53
-45200-415 Equipment Rental	7,424	7,424.00	5,927.50
-45200-417 Rentals-Uniforms	411	410.36	
-45200-430 Miscellaneous	0	0.00	619.77
-45200-440 Schools & Meetings	0	0.00	
-45200-445 Weed Control and Fertilizer	9,576	9,575.90	9,374.40
-45200-485 Property Taxes--donated park land	3,106	3,106.00	4,423.92
-45200-486 Summer Recreation	1,934	1,933.47	1,509.00
-45200-484 Library Study		0.00	10,963.92
-45200-488 Library	22,362	22,361.46	23,790.99
-45200-492 Aquatic Center		0.00	18,499.68
-45200-493 Yoga Grant Expense	750	750.00	670.00
-45200-494 Camb/Isanti Fall Comm Event	19	18.59	2,425.00
-45200-495 Ski Trail Maintenance Agreement	1,688	1,687.50	
-45200-496 Summer Park Entertainment & Activitie	9,186	9,185.38	
-45200-489 Senior Activity Center	282	281.25	366.00
<b>Total Other Services and Charges</b>	<u>103,364</u>	<u>103,358.75</u>	<u>128,558.13</u>
<b>Total Parks and Recreation</b>	<u>303,565</u>	<u>303,551.63</u>	<u>325,521.24</u>
<b>TOTAL PARKS AND RECREATION</b>	<u>312,614</u>	<u>312,598.15</u>	<u>327,712</u>
<b>TOTAL EXPENDITURES</b>	<u>5,346,696.00</u>	<u>5,346,564.63</u>	<u>5,133,398.54</u>
<b>TRANSFERS OUT</b>			
-49300-720			
Fire Equipment Revolving Fund - #420	52,678	52,678.00	51,653.00
Transfer to Cap fund 415 Park Improv	55,000	55,000.00	55,000.00
Transfer to Cap fund 417 Police	35,000	35,000.00	119,000.00
Transfer to Cap fund 418 Public Works	262,000	262,000.00	250,000.00
Transfer to Cap fund 419 City Hall	55,000	55,000.00	90,000.00
Transfer for CI Bike / Walk Trail-fund c	8,340	8,340.00	15,000.00
Transfer to CI Bike/ Walk Trail Oper Fu	6,660	6,660.00	6,660.00
Transfer to Capital Fund for Ice Rink Pr	171,000	171,000.00	150,000.00
Transfer to Special Response Team Fun	2,000	2,000.00	
Transfer to 339			181,000.00
Transfer to 220 SRT for 2015 Dues			1,000.00
Pavement Management Fund - #443	373,000	373,000.00	160,000.00
OTHER Transfers Out			86,603.00
<b>TOTAL TRANSFERS OUT</b>	<u>1,020,678</u>	<u>1,020,678.00</u>	<u>1,165,916.00</u>
<b>TOTAL EXPENDITURES &amp; TRANSF</b>	<u>6,367,374</u>	<u>6,367,242.63</u>	<u>6,299,314.54</u>

**BACKGROUND**

Minnesota Ice LLC is submitting Pay Request #4 for completion of the work on the Ice Rink Project. City staff has reviewed the pay request and is recommending payment in the amount of \$51,197.66.

The Council awarded this contract to Minnesota Ice LLC at its July 18, 2016.

**COUNCIL ACTION**

Staff recommends to Council to authorize Final Payment Request No. 4 Minnesota Ice LLC for \$51,197.66.

**ATTACHMENTS**

Resolution R17-012 Authorizing Final Payment #4 to Minnesota Ice LLC for the Cambridge Ice Rinks Project.

**Resolution R17-012**

**RESOLUTION ACCEPTING WORK AND AUTHORIZING  
FINAL PAYMENT TO MINNESOTA ICE LLC  
(CAMBRIDGE ICE RINK PROJECT)**

**WHEREAS**, pursuant to a written contract signed with the City of Cambridge, Minnesota Ice LLC has satisfactorily completed the Cambridge Ice Rinks Project in accordance with such contract and;

**WHEREAS**, City staff has reviewed the work and recommends payment in the amount of \$51,197.66 (Final Payment #4);

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Cambridge, Minnesota, that the work completed to date under said contract is hereby accepted and approved and;

**BE IT FURTHER RESOLVED** that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$51,197.66.

Adopted by the Cambridge City Council this 6th day of March, 2017.

\_\_\_\_\_  
Marlys A. Palmer, Mayor

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator

**APPLICATION AND CERTIFICATE FOR PAYMENT**

TO OWNER:  
 City of Cambridge  
 300 Third Ave NE  
 Cambridge, MN 55008  
 FROM CONTRACTOR:  
 Minnesota Ice LLC  
 13540 Flagstaff Ave  
 Apple Valley, MN 55124

PROJECT:  
 Cambridge Ice Rinks Project  
 18th Ave SW  
 Cambridge, MN 55008  
 VIA ENGINEER:

APPLICATION #: 4  
 PERIOD TO: 02/13/17  
 PROJECT NOS: Cambridge  
 CONTRACT DATE: 07/22/18

Distribution to:  
 Owner  
 Const. Mgr  
 Architect  
 Contractor  
 ENGINEER

CONTRACT FOR: City of Cambridge

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
 Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

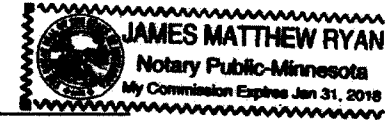
1. ORIGINAL CONTRACT SUM	\$	1,031,953.22
2. Net change by Change Orders	\$	-8,000.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	1,023,953.22
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)	\$	1,023,953.22
5. RETAINAGE:		
a. of Completed Work (Columns D+E on Continuation Sheet)	\$	
b. of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$	
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	1,023,953.22
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	972,755.56
8. CURRENT PAYMENT DUE	\$	51,197.66
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	

CONTRACTOR:

By: Minnesota Ice LLC Date: 2/13/17

State of: MINNESOTA  
 County of: Scott

Subscribed and sworn to before  
 me this 13th day of February



Notary Public: *James Ryan*  
 My Commission expires: 1/31/18

**CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

08



**CONTINUATION SHEET**

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 4

PROJECT:

APPLICATION DATE: 02/13/17

Cambridge Ice Rinks Project

PERIOD TO: 13-Feb-17

18th Ave SW

ARCHITECT'S PROJECT NO: Cambridge

Cambridge, MN 55008

A Item No.	B Description of Work	C Scheduled Value	D		F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			Work Completed			Total Completed And Stored To Date (D + E + F)	% (G/C)		
			From Previous Application (D + E)	This Period					
1	Mobilization	\$ 30,000.00	\$ 30,000.00	\$ -		30,000.00	100%		
2	Mains Materials (Sub Floor and Main Floor)	\$ 44,000.00	\$ 44,000.00	\$ -		44,000.00	100%		
3	Mains Insulation Materials	\$ 25,000.00	\$ 25,000.00	\$ -		25,000.00	100%		
4	Mains and Mains Insulation Labor	\$ 21,000.00	\$ 21,000.00	\$ -		21,000.00	100%		
5	Full Flow Pumps	\$ 19,000.00	\$ 19,000.00	\$ -		19,000.00	100%		
6	Supply Headers (Sub Floor & Main Floor)	\$ 35,000.00	\$ 35,000.00	\$ -		35,000.00	100%		
7	Install Headers Labor (Sub Floor & Main Floor)	\$ 16,000.00	\$ 16,000.00	\$ -		16,000.00	100%		
8	Level Sub Floor Grade Labor	\$ 8,000.00	\$ 8,000.00	\$ -		8,000.00	100%		
9	Supply Floor Insulation	\$ 45,000.00	\$ 45,000.00	\$ -		45,000.00	100%		
10	Install Floor Insulation Labor	\$ 13,000.00	\$ 13,000.00	\$ -		13,000.00	100%		
11	Supply Vapor Barrier	\$ 9,000.00	\$ 9,000.00	\$ -		9,000.00	100%		
12	Install Labor Vapor Barrier	\$ 9,000.00	\$ 9,000.00	\$ -		9,000.00	100%		
13	Supply Tubing Chairs	\$ 47,000.00	\$ 47,000.00	\$ -		47,000.00	100%		
14	Install Labor Tubing Chairs	\$ 5,000.00	\$ 5,000.00	\$ -		5,000.00	100%		
15	Supply Tubing (Sub Floor & Main Floor)	\$ 83,000.00	\$ 83,000.00	\$ -		83,000.00	100%		
16	Install Labor Tubing (Sub Floor & Main Floor)	\$ 22,000.00	\$ 22,000.00	\$ -		22,000.00	100%		
17	Supply Return Bends	\$ 35,000.00	\$ 35,000.00	\$ -		35,000.00	100%		
18	Install Labor Return Bends	\$ 5,000.00	\$ 5,000.00	\$ -		5,000.00	100%		
19	Main Floor Ancillary Materials	\$ 25,300.00	\$ 25,300.00	\$ -		25,300.00	100%		
20	Supply and Install Concrete Floors	\$ 180,000.00	\$ 180,000.00	\$ -		180,000.00	100%		
21	Supply Zero Zone Refrigeration System	\$ 279,472.00	\$ 279,472.00	\$ -		279,472.00	100%		
22	Install Labor Zero Zone Refrigeration System	\$ 25,000.00	\$ 25,000.00	\$ -		25,000.00	100%		
23	Supply and Install Ethylene Glycol	\$ 18,000.00	\$ 18,000.00	\$ -		18,000.00	100%		
24	Supply and Install the Expansion Joint	\$ 5,000.00	\$ 5,000.00	\$ -		5,000.00	100%		
25	Performance and Payment Bond	\$ 28,181.22	\$ 28,181.22	\$ -		28,181.22	100%		
26	Change Order #1	\$ (8,000.00)	\$ (8,000.00)			-8,000.00			
SUBTOTALS PAGE 2		1,023,953.22	1,023,953.22			1,023,953.22	100%		

89

Prepared by: Caroline Moe, Director of Finance

**BACKGROUND**

The Cambridge Fire Department has received a donation of \$2,000 from the Eddy Family Foundation for the purchase of fire department equipment. The Cambridge Police Department has received a donation of \$2,000 from the Eddy Family Foundation for crime prevention programs.

As required by MN State Statute, restricted donations must be officially accepted by the City Council.

**COUNCIL ACTION**

Officially accept the donations by approving the following resolution.

**Attachments**

Resolution No. R17-013

Resolution No. R17-014

**RESOLUTION NO. R17-013**

*Resolution Accepting Restricted Donations  
to the City of Cambridge Fire Department*

**WHEREAS**, Eddy Family Foundation has made a donation in the amount of \$2,000 with the restriction that the funds be used for the purchase of Cambridge Fire Department Equipment.

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

Adopted this 6th day of March, 2017.

\_\_\_\_\_  
Marlys A. Palmer, Mayor

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator

**RESOLUTION NO. R17-014**

*Resolution Accepting Restricted Donations to the  
City of Cambridge Police Department*

**WHEREAS**, Eddy Family Foundation has made a donation in the amount of \$2,000 with the restriction that the funds be used for crime prevention.

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

Adopted this 6th day of March, 2017.

\_\_\_\_\_  
Marlys A. Palmer, Mayor

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator

**4G Promote Bernie Audette to Liquor Store Manager effective March 13, 2017      March 6, 2017**

Prepared by: Lynda Woulfe, City Administrator

**Background**

After the City Council interviewed the top three finalists for Liquor Store Manager, the Council directed me to extend a conditional offer to Bernie Audette for the position. I conducted the necessary criminal history background and financial credit history checks. Mr. Audette passed with flying colors. This concludes the required employment testing.

The attached conditional offer letter provides the pertinent information on salary and benefits. Bernie has signed the letter and accepted the offer as presented.

**Recommendation**

Promote Bernie Audette to Liquor Store Manager effective March 13, 2017.

4-G

February 22, 2017

Mr. Bernie Audette  
1356 Willowwood Drive  
Cambridge MN 55008

Dear Bernie,

On behalf of the City of Cambridge I would like to offer you the position of Liquor Store Manager. This offer is contingent upon the successful completion of a criminal history background check and a financial history credit check. Below is an outline of the City's offer:

**Salary**

Proposed starting salary is \$33.83 per hour (Grade 16, Minimum Step) with an hourly longevity rate of \$1.35 per hour (16 years x 33.83 x .0025) for a total hourly wage of \$35.18. Your longevity will continue to be calculated from your original date of hire.

On March 13, 2018 you will be eligible for a step increase provided that you have successfully completed your one-year probationary period. After that, step increases can be awarded on an annual basis until the maximum step is reached.

**Requested Start Date**

March 13, 2017

**Learning and Evaluation Period**

Since this is a promotional opportunity, you will serve a 12-month learning and evaluation period. At any time during the learning and evaluation period, an employee may be discharged or returned to their former position at the sole discretion of the City. You also have the right to return to your former position at your former wage (Maximum Step, Grade 9) at any time during the learning and evaluation period.

**Health, Dental, and Vision Insurance**

You are currently enrolled in the City's health insurance for plan provided through the International Brotherhood of Electrical Workers (IBEW). There is no change to this benefit. Insurance benefits are defined by the City's Personnel Policies and may be amended from time to time by the City Council.

**Fair Labor Standards Act Classification**

The Liquor Store Manager is classified as an exempt position. An exempt position does not qualify for overtime.

**Pension**

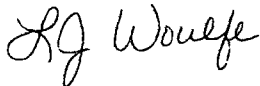
You will continue to be enrolled in the Public Employees Retirement Association (PERA) coordinated plan.

Mr. Bernie Audette  
Page 2  
February 22, 2017

We sincerely hope that you will accept this conditional offer of employment. To accept the offer, please sign below and e-mail it to [lwoulfe@ci.camridge.mn.us](mailto:lwoulfe@ci.camridge.mn.us).

Your employment background check will be conducted through the Bureau of Criminal Apprehension at the request of the Cambridge Police Department. In order to run the background check the City needs a completed, signed, and notarized Informed Consent for Background Investigation for Employment Form. Please return your form to me so I can give it to our Chief of Police for processing.

Sincerely,



Lynda J. Woulfe  
City Administrator

I hereby accept this offer of conditional employment under the terms listed above.

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Bernie Audette

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## Mayoral Proclamation

**WHEREAS:** Domestic violence, a pattern of behavior used to gain or maintain power and control over an intimate partner, happens here in our community and across our state to one in three women; and

**WHEREAS:** Empathy happens here for the family, friends, and communities that have experienced the painful death of someone to domestic violence as at least 21 people were murdered due to domestic violence in 2016 alone; and

**WHEREAS:** Refuge happens here through over 80 domestic violence programs in Minnesota providing services to over 65,000 victims annually; and

**WHEREAS:** The local domestic violence program, Refuge Network – a program of Family Pathways, in 2015 helped 2,399 victims of family violence, provided shelter to 167 women and children, and provided support to victims with 22,264 follow-up contacts; and

**WHEREAS:** Healing happens here through trauma informed treatment and connection; and

**WHEREAS:** Accountability happens here with over 10,000 orders for protection issued each year; and

**WHEREAS:** Honoring the pioneering work of Minnesota advocates who founded one of the nation's first shelters happens here; and

**WHEREAS:** Collaboration happens here between domestic violence programs, law enforcement, court advocates, housing agencies, and community members to ensure the safety of survivors; and

**WHEREAS:** Domestic violence is a leading cause of homelessness for women and their children; economic empowerment happens here when affordable housing is recognized as a human right.

**WHEREAS:** The solutions to end domestic violence happen here, with the commitment of our entire community.

**NOW, THEREFORE, I, Marlys A. Palmer, Mayor of Cambridge Minnesota, do hereby proclaim the 7th day of March, 2017, as: A Day of Action to End Domestic Violence.**

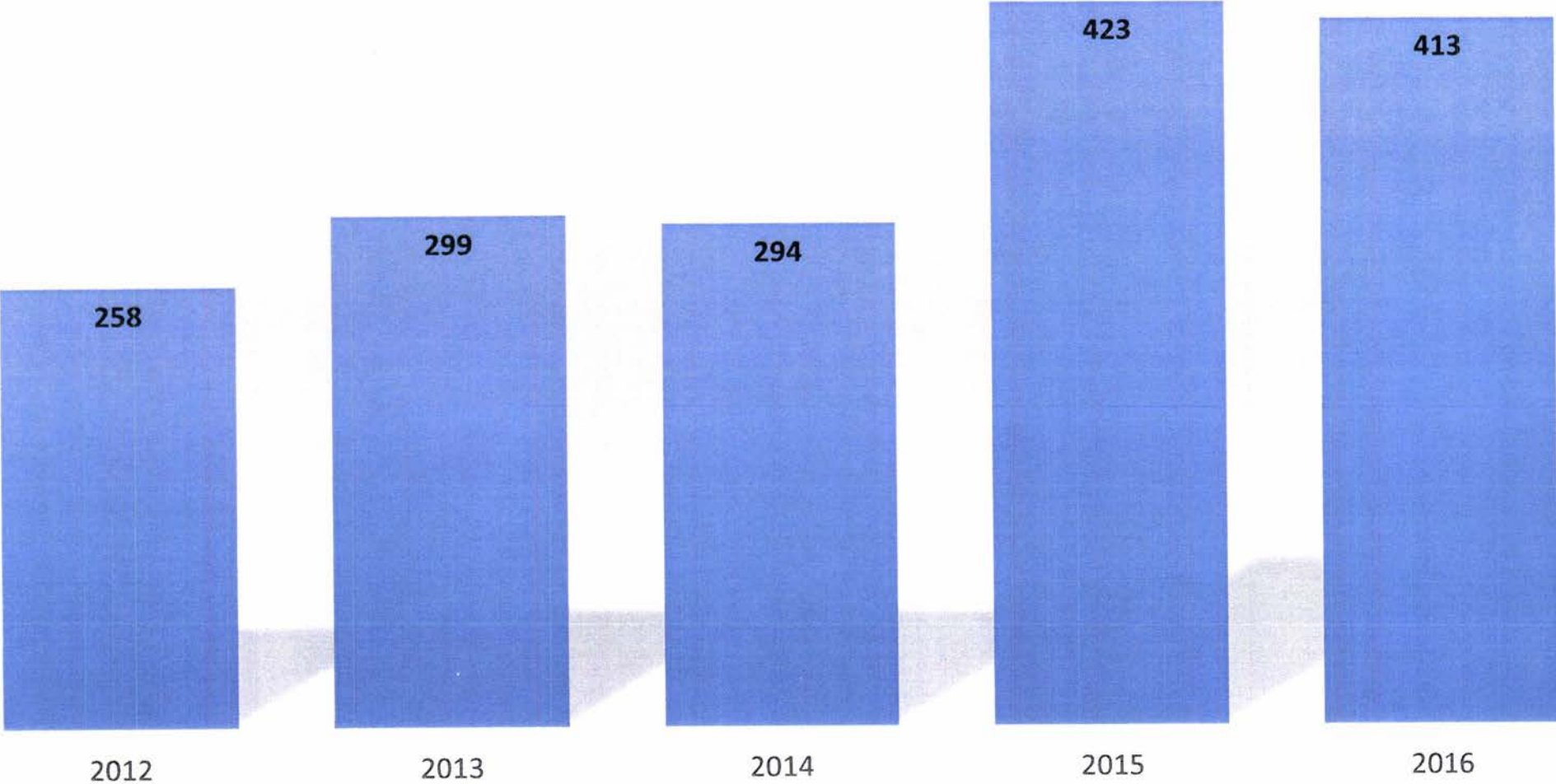
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Marlys A. Palmer, Mayor

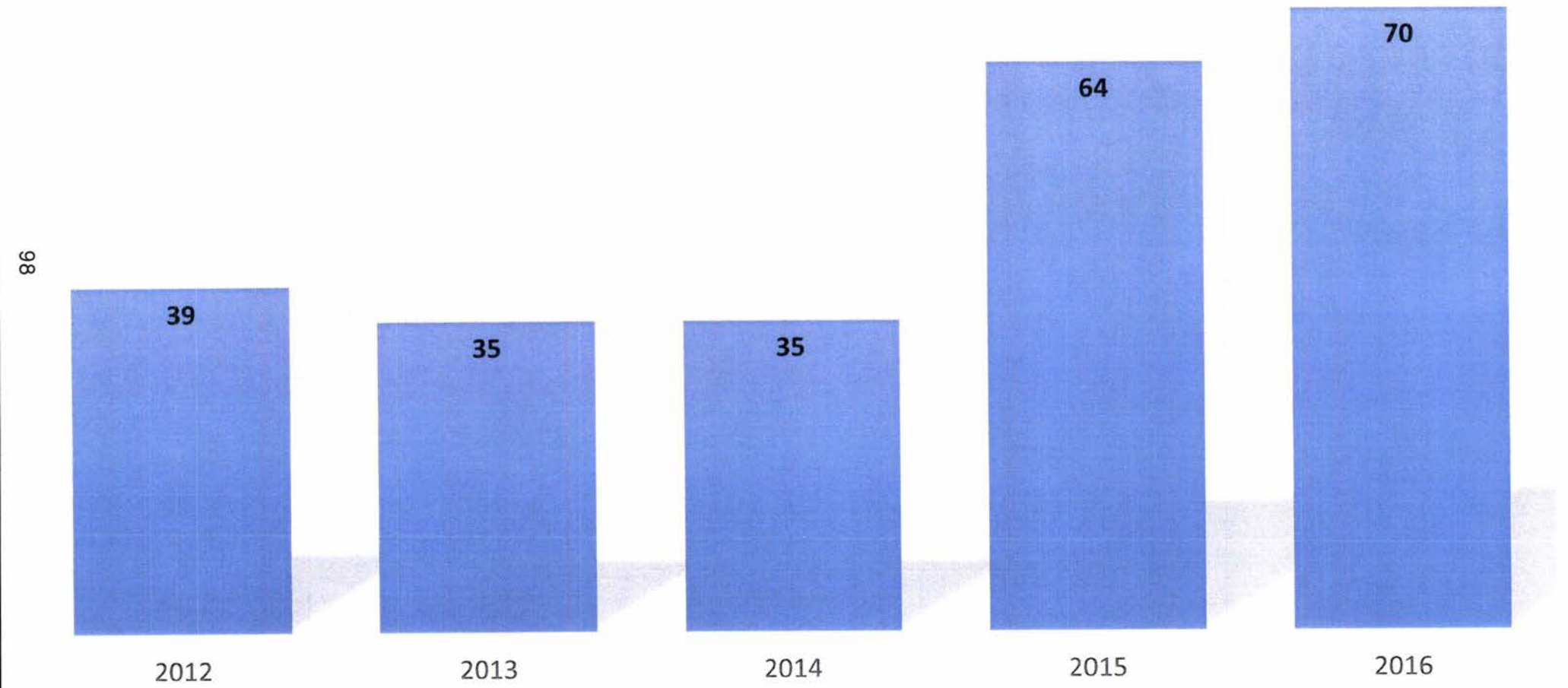


# Number of Investigations

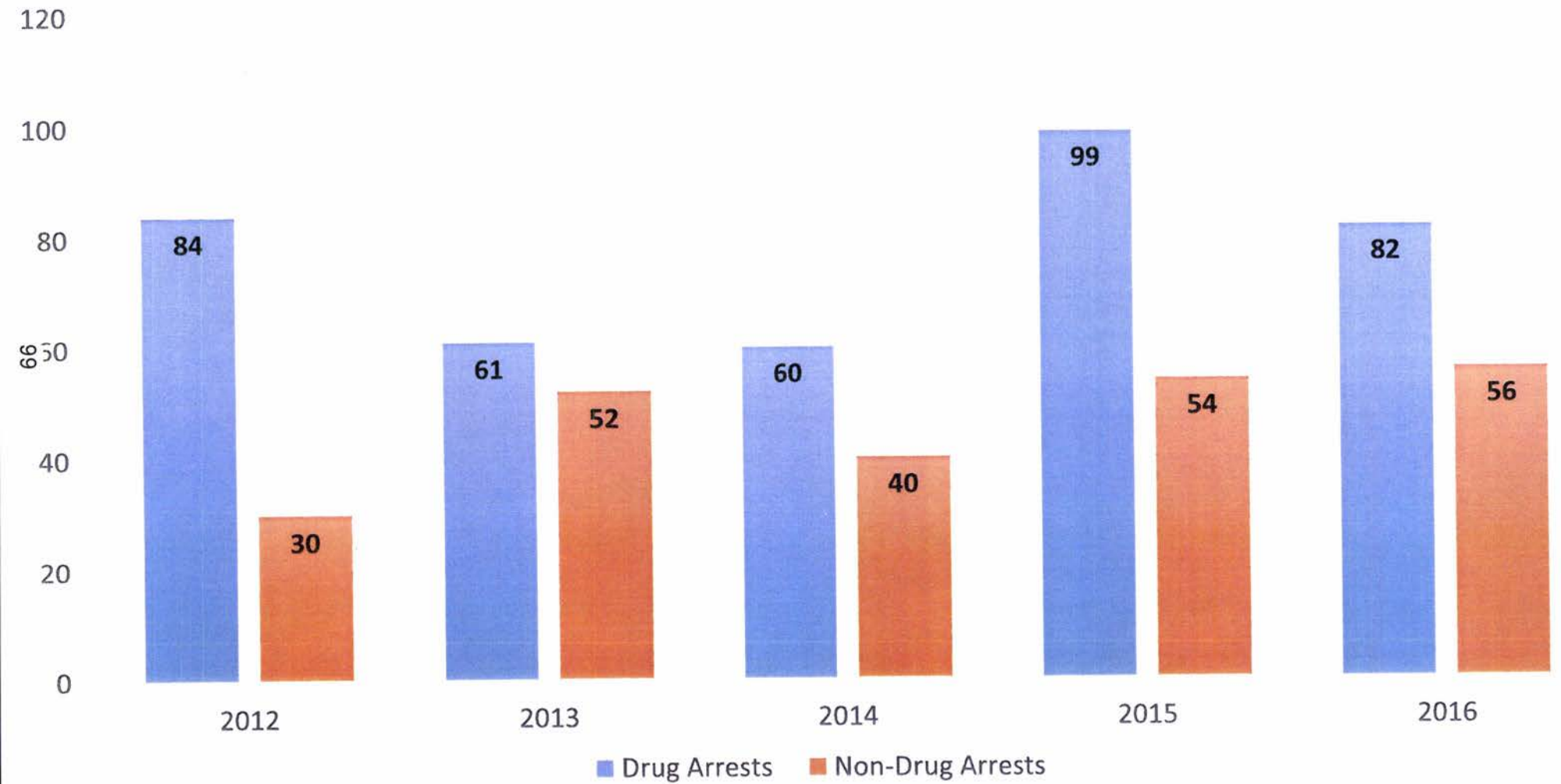
97



# Search Warrants



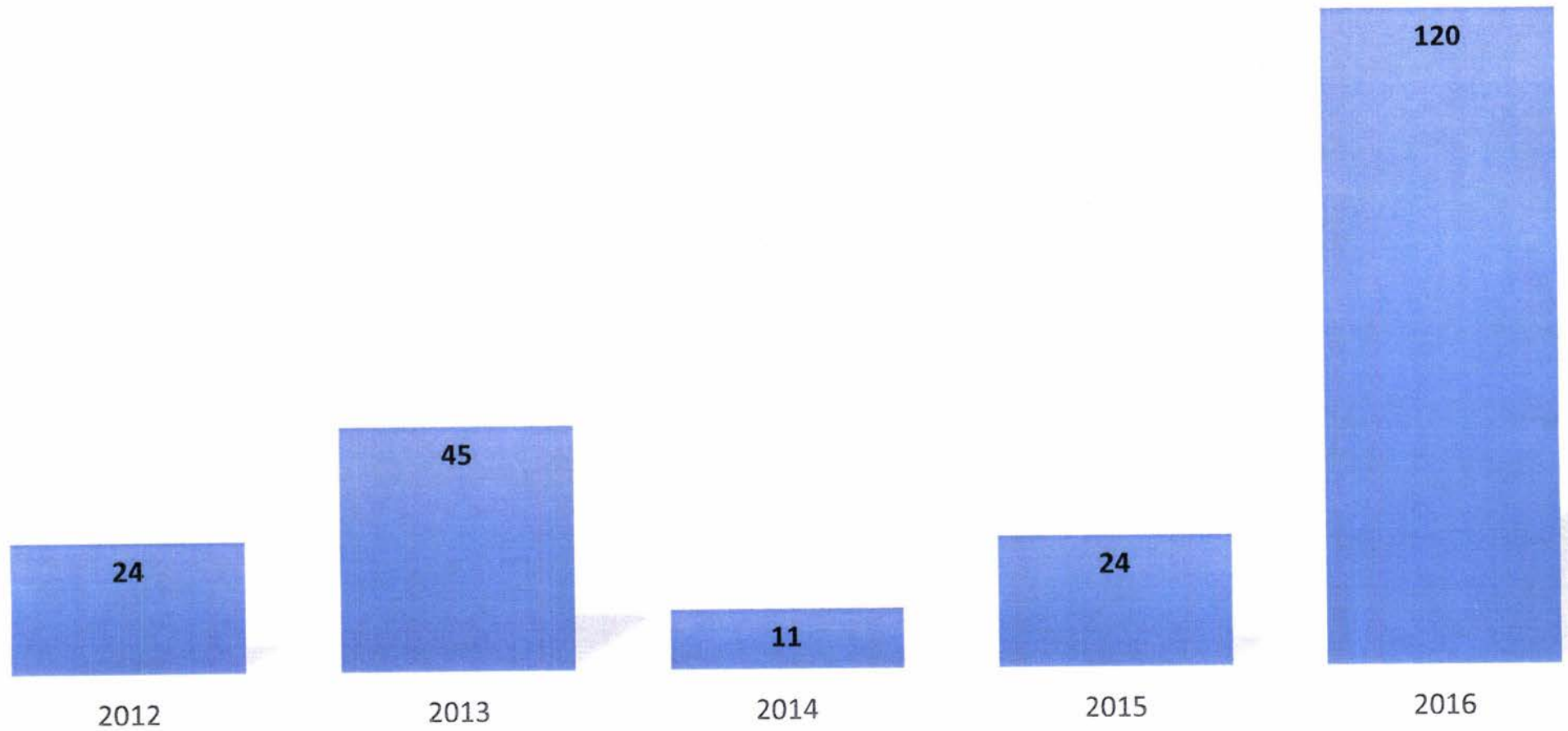
## Drug Arrests and Non-Drug Arrests



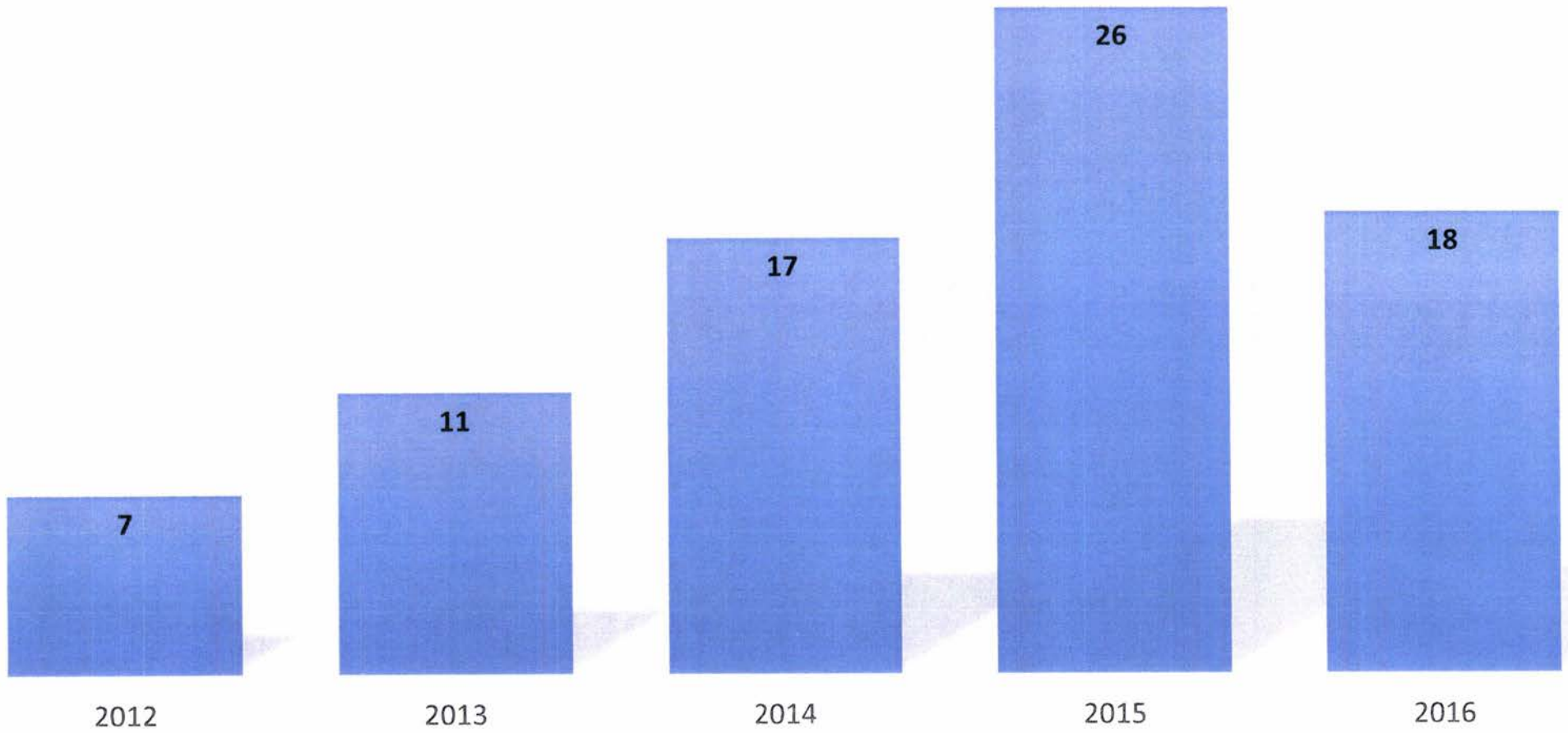
## Drug Seizures

Drug Seizure Types	2012	2013	2014	2015	2016
Barbiturates (Dosage Units)	10	0	0	0	0
Cocaine (Grams)	70.88	27.00	3.50	9.50	35.44
Hashish (Grams)	5.00	0.00	0.00	0.00	0.00
Heroin (Grams)	0.00	6.00	0.00	0.60	23.00
Khat (Pounds)	24.36	0.00	0.00	0.00	0.00
LSD (Dosage Units)	0	0	0	365	50
Processed Marijuana (Pounds)	225.00	636.00	563.00	4.60	22.60
Marijuana (Plants)	1448	5807	98	261	580
Marijuana Wax (Grams)	0.00	0.00	1.00	4.00	2.00
THC Edibles (Ounces)	0.00	0.00	0.00	0.00	6.07
MDMA (Dosage Units)	124	0	0	4	0
Methamphetamine (Pounds)	1.89	3.44	1.03	2.98	4.57
Morphine (Grams)	10.00	0.00	0.00	0.00	0.00
Mushrooms (Ounces)	0.00	2.01	0.00	0.00	0.00
Oxycotin (Dosage Units)	332	2	0	0	0
Prescription (Dosage Units)	112	124	65	123	246
Synthetic Drugs (Grams)	5.50	4165.00	0.00	354.00	0.00
Meth Labs Seizures (Labs)	1	1	2	0	2

## Weapons Seized



# Presentations



Prepared by: Caroline Moe, Director of Finance

**Background:**

On August 15,2016, the Cambridge City Council under the advice of legal Council decided not to exercise the City's right to redeem property at 1501 Kennedy St N, the old MAPE facility in Cambridge Opportunity Industrial Park. From an accounting perspective, we need to officially have Council approve the write off of the economic development loan. The details in the transaction were covered in an August 15,2016 staff report and are included again for your reference.

**Recommendation**

Approve the write off of the uncollectible economic development loan to MAPE.

**7E      Discuss Options on PBRE, Inc Voluntary Foreclosure to Bank Cherokee on property located at 1501 Kennedy St North Lot 1 Block1 Cambridge Opportunity Industrial Park 2<sup>nd</sup> Addition**

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**August 15, 2016**

**Author: Stan Gustafson**

**BACKGROUND**

Attached you will find a memo from Attorney Jay Squires and Zachary Cronen in regards to MAPE USA, Inc and PBRE, Inc about the property located at 1501 Kennedy St North, Cambridge, MN. The memo outlines the Contract for Private Development, Loan that assisted with repairs to the building (1501 Kennedy St North) they purchased from Bank Cherokee and the City's land sale.

Background history on MAPE USA, Inc and PBRE, Inc (Developer):

- Purchased foreclosed building 1501 Kennedy St N from Bank Cherokee
- City loans \$72,000.00 for renovation to the building using excess TIF Funds available based on the MN Job Stimulus Bill (Junior mortgage to Bank Cherokee)
- City sold two lots to the Developer for \$1.00 with the intention they would build on to or expand the building by approximately 68,000 sq. ft. creating additional jobs and tax base
- Tax Increment Financing District was created and paid for by the Developer so the City could recoup the cost of land estimated at \$298,143 which calculates out to \$1.50 per sq. ft. covering the City's cost of land and infrastructure
- A new JOBZ agreement was approved by the State of MN and City
- City assisted by sending a letter of support for Foreign-Trade Zone Temporary Modification for the transfer of the Foreign Trade Zone designation for these sites
- The Developer defaulted on the Contract for Private Development and quitclaim the land back to the City
- Developer was also removed from the JOBZ program at this location due to non-compliance
- Current loan Balance is \$50,921.05
- Developer was behind on the loan payments with the bank and entered into a voluntary foreclosure agreement with bank Cherokee
- Sheriff's sale was held on July 21, 2016 at 9:00 am and Bank Cherokee purchase the building back at \$787,538.49

Attorney Squires outlines the City's rights moving forward and requirements of voluntary foreclosure. The voluntary foreclosure verse a traditional foreclosure is less time and redemption period is reduced to two months. This gives the lender possession of the property as soon as the sheriff's sale and allows them to make sure the property is maintained.



One specific that the city has during the voluntary foreclosure process is that it can request "either the agreement or written statement of the amount of money and the value for a detailed description of any property paid or transferred, or to be paid or transferred, by the parties to the agreement under the terms of the agreement". As stated in Jay's memo.

### Sale process July 21

- Parties are allowed to bid to purchase the property and sold to the highest bidder
- Bank Cherokee most likely bid to the amount that is owed them, if a higher bid come in any surplus money would be paid to the city
- If the bids is less than the amount owed the city would not be able to recover any portion of the debt from the sale
- After the sale required documents need to be recorded within five days and at that point the redemption period starts.

### Redemption

- After bid is accepted and property is sold the borrower and junior lienholders have the right to redeem the property. This process is where the borrower and lienholders can purchase the property back after the Sheriff's sale
- Borrower can redeem the property from winning bidder and pay the amount of accepted bid plus interest, fees and costs.
- If borrower redeems the property it will extinguish the foreclosing mortgage but the junior lienholders would remain.
- The city could redeem the property from the holder of the title, but would be required to pay the amount of the bid plus interest, fees and costs.
- Limited amount of time to redeem the property, borrower is September 21, 2016
- City must provide notice of intent to redeem by September 14, 2016. The city would then have from September 22 through September 29 to redeem the property.
- The required notice has number of steps
- If the junior lienholder does not timely file a notice of intention to redeem or otherwise fails to redeem, it's lien on the real estate is extinguished
- This would not eliminate the debt between PBRE and the City, but would eliminate the City's security for the debt. The City could pursue PBRE for any amount on the unpaid debt on the loan.

### Considerations

- Make request to Bank Cherokee for information to determine value and bid on the property at the Sheriff's sale (which is already past)
- Redeem property after sold at the Sheriff's sale, all required elements of the statutory notice completed by September 14, 2016. And have the opportunity to redeem the property from September 22 through September 29

- The current property taxes are \$127,293.61, if the city redeems the property by Minnesota State Statute these taxes would need to be paid prior to recording of any title.
- Holder of Sheriff's certificate can pay taxes and assessments if delinquent and can pursue borrower for that amount.
- If the City wants to pursue redeeming the property they would need to pay at minimum \$787,538.49 plus other cost and \$127,293.61 for taxes and any additional interest and penalties.

Attorney Squires will be present for the City Council meeting and would be the best source for answering questions regarding this process.

### Discussion and Conclusion

Determine if the city wants to purchase the property and must move forward in accordance with the required steps in the attorney's memo. If not the voluntary foreclosure process forward with any further action from the City. Does the City want to pursue PBRE, Inc for the past due loan,

### **Attachments:**

- Memo dated July 14, 2016 from Attorney Squires
- Foreclosure information from Isanti County Sheriff's Department
- MN Statutes 582.32
- Property taxes

# Memo

**To:** Jay T. Squires  
**From:** Zachary J. Cronen  
**Date:** July 14, 2016  
**Re:** Voluntary Foreclosures

---

The City entered into a Contract for Private Development (the "Contract") with MAPE USA, Inc. ("MAPE") on November 17, 2010. In the Contract, MAPE agreed to construct a new manufacturing facility on piece of property then-owned by the City, described as Lot 1, Block 1 and Lot 1, Block 2 Cambridge Opportunity Industrial Park 4th Addition (the "Development Land").

As part of the Contract, the City quitclaimed the Development Land to MAPE. Additionally, the City agreed to loan MAPE \$72,000 to assist with the development of the land. As security for the loan, PBRE, Inc., a subsidiary of MAPE, executed a mortgage in favor of the City on a piece of property described as Lot 1, Block 1 Cambridge Opportunity Industrial Park 2nd Addition (the "Property"). The City's mortgage on the Property was junior to a mortgage entered into by PBRE and BankCherokee on August 31, 2010 for \$819,000.

In 2014, MAPE defaulted on the Contract and quitclaimed the Development Land back to the City. PBRE has also been behind on its payments to BankCherokee for the \$819,000 mortgage. PBRE and BankCherokee entered into a voluntary foreclosure agreement ("VFA") on November 19, 2014. Under the VFA, PBRE and BankCherokee agreed that the Property will be sold at a sheriff's sale on July 21, 2016 at 9 a.m. The City was sent a Notice of Voluntary Mortgage Foreclosure Sale on June 21, 2016. The notice states that PBRE has an amount due of \$776,178.01 on its mortgage with BankCherokee.

As a junior lienholder to the Property, the City has a certain rights moving forward. If the City decides to purchase the Property, it must strictly adhere to the statutory requirements discussed below.

## **I. Voluntary Foreclosure Agreements**

Traditionally, when a borrower defaults on its mortgage, the lender can move to recover the mortgaged property by either initiating a lawsuit to recover the property (“foreclosure by action”) or selling the property without initiating a lawsuit (“foreclosure by advertisement”).

A third option for non-homestead properties is called a voluntary foreclosure. The voluntary foreclosure process is unique to Minnesota. All of the requirements for voluntary foreclosures are found in Minnesota Statutes, Section 582.32.

Voluntary foreclosures are very similar to foreclosures by advertisement, but with shorter timelines. Both parties must consent to a voluntary foreclosure and sign a VFA laying out each party’s rights. *Id.* § 582.32, subd. 3(b).

Voluntary foreclosures have positive and negative consequences for both the borrower and the lender. With a voluntary foreclosure, the lender waives its right to a deficiency or other claim for personal liability against the borrower. *Id.* § 582.32, subd. 3(b)(2). This is very desirable for borrowers, as they do not need to worry about the lender going after their wages or other property.

The primary advantage for the lender is that the voluntary foreclosure process is much shorter, meaning that the lender can quickly obtain clear title. Whereas traditional foreclosure actions can drag on for six-to-twelve months or even longer, the borrower’s redemption period for a voluntary foreclosure is limited to two months. *Id.* § 582.32, subd. 3(b)(1).

Additionally, unlike with foreclosures by action or advertisement, the borrower consents to granting the lender possession of the property as soon as the sheriff’s sale is completed. *Id.* § 582.32, subd. 3(b)(4).<sup>1</sup> This allows the lender to step in sooner and ensure that the property is properly maintained throughout the redemption periods.

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<sup>1</sup> Though BankCherokee has the right to require PBRE to vacate the premises after the sale is completed on July 21, 2016, according to the VFA notice sent to the City, BankCherokee is allowing PBRE to remain on the premises through 11:59 p.m. on September 21, 2016.

One specific right that a junior lienholder has during the voluntary foreclosure process is that it can request “either the agreement or a written statement of the amount of money and the value or a detailed description of any property paid or transferred, or to be paid or transferred, by the parties to the agreement under the terms of the agreement.” *Id.* § 582.32, subd. 3(e). It must provide this request in writing. The foreclosing lender provide the requested information within ten days, free of charge.

## **II. Voluntary Foreclosure Process**

### *A. Sale*

After the lender sends the required notices of foreclosure, the borrower and lender can move forward with the sale of the property. *See id.* § 582.32, subd. 5. Presumably PBRE and BankCherokee followed this step as the notice sent to the City stated that the required notices must be sent prior to commencing the foreclosure proceeding.

At the July 21 sale, parties will be allowed to bid to purchase the Property. The amount of the highest bid will satisfy the debt owed to BankCherokee. So, for example, if the high bid is \$400,000, this amount will satisfy BankCherokee’s debt, even though there is \$776,178.01 outstanding on its mortgage. Conversely, the bid could go higher than the amount owed to BankCherokee. If that is the case, any surplus sale proceeds would be paid to subsequent lienholders in the order of priority. *Id.* § 580.09. This means that if the Property is sold for more than \$776,178.01, assuming that there are no other superior liens on the Property, the surplus amount would be paid to the City. But if the accepted bid is less than \$776,178.01, the City would not be able to recover any portion of its unpaid debt from the sale.

After the sale is complete, the winning bidder will receive a certificate of sale. *Id.* § 582.32, subd. 6. This certificate must be filed with the county recorded within five days after the sale. Additionally documents, including the affidavits of service, mailing, and publication, may also need to be recorded within five days after the sale. After the sale is complete, the redemption period for the borrower begins.

### *B. Redemption*

After the bid is accepted and the property is sold, the borrower and junior lienholders have the right to redeem the property. Redemption is the process by which the borrower or junior lienholders can purchase the foreclosed property back after the

sheriff's sale is completed. A borrower can redeem the property from the winning bidder by paying the amount of the accepted bid, plus any interest, fees, and costs. After redeeming, the borrower would receive the certificate of sale and title to the property. If the borrower redeems, it extinguishes the foreclosing mortgage, but any junior liens would remain. So, in the unlikely event that PBRE redeems the Property, BankCherokee's mortgage would be satisfied, but the City's mortgage would remain.

Junior lienholders can redeem by buying the property from the holder of title, which could be the original bidder, the borrower, or a more senior lienholder. The junior lienholder must pay the amount of the bid, plus interest and certain fees and costs. If a junior lienholder redeems the property from a prior redeeming lienholder, different calculations relating to other outstanding mortgages would come into play. But because the City is the only other junior lienholder, these calculations are not relevant.

If the borrower or junior lienholder elects to redeem the property, it must pay the required amount to either the holder of the certificate of sale or the sheriff during its redemption period. If a party elects to redeem, there are a number of additional documents that will need to be filed with the county recorder after the sale is complete. *Id.* § 580.25.

The borrower and junior lienholders have a limited amount of time to redeem. These time periods are known as the redemption periods. The borrower's redemption period is first. For voluntary foreclosures, the borrower's redemption period is two months from the date of sale. So here, PBRE will have until September 21, 2016 to redeem the Property.

After the borrower's redemption period ends, any junior lienholders' redemption periods begin in the order of priority. The redemption period for junior lienholders is seven days. If a junior lienholder wants to redeem the property, it must provide notice of its intention to redeem at least one week prior to the end of the borrower's redemption period. Thus, if the City elects to redeem the Property, it must provide its notice by September 14, 2016. The City would have from September 22 through September 29 to redeem the Property.

The required notice includes a number of steps. The lienholder must:

1. Record with each county recorder and registrar of titles where the foreclosed mortgage is recorded a notice of the lienholder's intention to redeem;

2. Record with each county recorder and registrar of titles where the notice of the lienholder's intention to redeem is recorded all documents necessary to create the lien on the mortgaged premises and to evidence the lienholder's ownership of the lien, including a copy of any money judgment necessary to create the lien; and
3. After complying with clauses (1) and (2), deliver to the sheriff who conducted the foreclosure sale or the sheriff's successor in office a copy of each of the documents required to be recorded under clauses (1) and (2), with the office, date, and time of filing for record stated on the first page of each document.

Minn. Stat. § 580.24(a). Failure to timely file a notice of intention to redeem extinguishes a lienholders right to redeem. *Id.* 582.32, subd. 9.

If a junior lienholder does not timely file a notice of intention to redeem or otherwise fails to redeem, its lien on the real estate is extinguished. *Id.* § 582.32, subd. 9. Thus, if the City does not purchase the Property at the sheriff's sale and does not redeem it during its redemption period, the City's lien against the Property would be extinguished. This would not eliminate the debt between PBRE and the City, but would eliminate the City's security for the debt. Accordingly, the City could still pursue PBRE for any unpaid debt on the \$72,000 loan, though it would no longer have a security interest in the Property. Because it appears that PBRE and MAPE do not have an ability to pay any of their debts, the City would likely be unable to recover any outstanding debt on its loan to PBRE.

### **III. Practical Considerations**

The most important consideration for the City is to determine how much the Property is worth. Once it has this information in hand, it can determine how much it is willing to spend on a bid or redemption. One way the City may get this information is to request the information directly from BankCherokee. As discussed above, this is a statutory right of junior lienholders. The City would need to make the request in writing. Within ten days of receiving the request, BankCherokee must mail the City the requested information free of charge.

If the City determines that it would like to purchase the Property, its first option is to attend the Sheriff's sale on July 21 and attempt to place a winning bid. If there are no other high bidders, the City may be able to purchase the Property at or below its market value. This may be unlikely to happen, as BankCherokee could bid up to the market

value of the Property if it believes that it could turn around and sell the Property for more than the accepted bid. Another scenario is that BankCherokee could bid the amount outstanding on its mortgage. It may do this because if PBRE or the City elected to redeem the Property, BankCherokee would recoup all of its outstanding debt.

The City's second option is to redeem the Property after it is sold at the sheriff's sale. The City would likely redeem directly from the high bidder at the sale, as it appears unlikely that PBRE will redeem the Property, given the fact that it defaulted on its Contract with the City and on its mortgage with BankCherokee. If the City decides to move forward with redeeming the Property, it must have all required elements of the statutory notice completed by September 14. It would then have the opportunity to redeem the Property from September 22 through September 29.

One last issue that may arise for the City is the amount of delinquent and past-due taxes on the Property. According to Minnesota Statutes, Section 272.12, a deed or other instrument conveying title to a property cannot be recorded if there are delinquent property taxes. *See also U.S. Bank Nat. Ass'n v. John Steele, P.A.*, No. A11-2121, 2012 WL 3023421, at \*2 (Minn. App. July 23, 2012). Thus, if there are delinquent taxes on this Property, no party could record a title instrument until those taxes are paid off. f

Minnesota Statutes, Section 582.03, subd. 1 provides that a holder of a sheriff's certificate of sale or a junior lienholder who has redeemed the property may "pay and claim the following on redemption: any taxes or assessments on which any penalty would otherwise accrue." This means that if there are delinquent taxes on a foreclosed property, the purchaser of the property can pay the delinquent taxes and then pursue the borrower for that amount. *See John Steele, P.A.*, 2012 WL 3023421, at \*3.

According to the Isanti County Auditor-Treasurer's website, there is \$126,422.51 in property taxes owed on this Property. It is unclear how much of that amount is delinquent. But whoever purchases the Property will be required to pay the delinquent taxes before it can record any title instruments.<sup>2</sup> If the City purchased the Property and paid those delinquent taxes, it would have a claim against PBRE for that amount. But because PBRE appears unable to pay its debts, it is unlikely that the City would be able to

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<sup>2</sup> This assumes that PBRE and BankCherokee do not have an arrangement to pay the property taxes. Nothing in the notice sent to the City addresses delinquent property taxes, so it is unclear whether they have an arrangement or not.



recover the costs of the delinquent taxes. This should be a consideration when the City makes its ultimate determination on whether to purchase the Property.<sup>3</sup>

#### **IV. Conclusion**

The City must determine whether it wants purchase the Property. If it decides that it would like to move forward with the purchase, it has the statutory right to do so either by bidding on the Property at the sheriff's sale or later redeeming it. If it decides not to purchase the Property, the voluntary foreclosure process will move forward without any further action from the City.

RASW: 64875

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<sup>3</sup> As an example, if the City purchased the Property for \$500,000 and there were \$100,000 in delinquent taxes, it would need to sell the Property for \$600,000 plus whatever amount is due on its \$72,000 loan in order to break even.

# Beacon™ Isanti County, MN

## Summary

**Parcel ID** 15.185.0010  
**Property Address** 1501 KENNEDY ST N  
 CAMBRIDGE  
**Sec/Twp/Rng** 28/036/023  
**Brief** Lot 001 Block 001 of CAMB OPPORT IND PARK 2ND  
**Tax Description** ADDN  
 (Note: Not to be used on legal documents)  
**Area** 2.86 Acres  
**Use Code** 3A-Commercial/Industrial/Public Utility  
**Tax Authority** CAMB CITY/911  
**Group**



## Owner

**Primary Owner**  
 Mmg Holdings LLC  
 2201 107th Ln NE  
 Blaine MN 55449

**Alternate Taxpayer**

**Fee Owner**

## Land

Seq	Code	CER	Dim 1	Dim 2	Dim 3	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	Eff Rate	Div %	Value
1	CBST 2	0	0	0	0	2.860	AC	20,000.000	1.00	0.95	1.00	1.00	19,000.000	1.000	54,340
<b>Total</b>						<b>2.860</b>									<b>54,340</b>

## Buildings

<b>Building 1</b>	
Year Built	2006
Architecture	ONE (SLAB)
Heated Sq Ft	17000
Finished Basement Sq Ft	
Construction Quality	AVERAGE +
Condition	N/A
Foundation Type	N/A
Frame Type	REIN CONC
Size/Shape	ALL
Exterior Walls	CONC BLOCK; FACE BRICK
Windows	N/A
Roof Structure	IRREGULAR
Roof Cover	BUILT-UP
Interior Walls	PLASTER
Floor Cover	CONC FINSH
Heat	AIR DUCTED
Air Conditioning	CENTRAL
Bedrooms	0
Bathrooms	1
Kitchen	N/A
1st Floor Area Sq Ft	17720
Ceiling	N/A
Stories	0

**Extra Features**

Seq	Code	Description	Dim 1	Dim 2	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	% Good	Div %	Value
1		TARLOT	0	0	1.000	UT	10,000.000	1.00	1.00	1.00	1.00	100.00	1.000	10000

**Sales**

Multi Parcel	IN	Q	Sale Date	Buyer	Seller	Sale Price	Adj Price
N	WD	U	08/31/2010	PBRE,INC	BANKCHEROKEE	\$729,900	\$729,900

**Valuation**

	2016 Values	2015 Values	2014 Values	2013 Values
EMV Improvement	\$423,700	\$442,600	\$448,200	\$453,900
EMV Land	\$54,300	\$54,300	\$321,800	\$321,800
EMV Machine	\$0	\$0	\$0	\$0
EMV (Estimated Market Value) Total	\$478,000	\$496,900	\$770,000	\$775,700
Green Acres Value	\$0	\$0	\$0	\$0

**Taxation**

	2016 Payable	2015 Payable	2014 Payable	2013 Payable
Taxable Market Value	\$496,900	\$770,000	\$775,700	
+ Net Tax Amount	\$21,976.00	\$36,590.00	\$36,268.00	\$33,944.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes Due	\$23,184.68	\$44,607.71	\$48,216.02	\$39,991.31

**Cambridge City Council Meeting Minutes  
Monday, August 15, 2016**

A regular meeting of the Cambridge City Council was held on Monday, August 15, 2016, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

**Members Present:** Mayor Marlys Palmer; Council Members Howard Lewis, Joe Morin and Michael Stylski Sr.

**Members Absent:** Lisa Iverson

**Staff Present:** City Administrator Woulfe, Community Development Director Westover and Economic Development Director Gustafson

**Call to Order & Pledge of Allegiance**

Palmer called the meeting to order at 6:01 pm and led the public in the Pledge of Allegiance.

**Citizens Forum**

Robin Rodenborg, 421 Ashland St. N pointed out the heavy tax burden on residents and inquired about establishing a Citizens' Advisory Council because it is difficult for residents to attend Council meetings.

Kersten Barfknecht Conley, 2388 11<sup>th</sup> Ave. SE spoke about the heavy tax burden on residents and inquired if the decision on the ice rinks was a final decision.

**Approval of the Agenda**

Lewis requested to amend agenda to include discussion of Citizens' Advisory Council under Council Consent. Lewis moved, seconded by Morin, to approve the agenda as amended. Motion carried 4/0.

**Consent Agenda**

Morin moved, seconded by Stylski, to approve consent agenda Items A-G.

- A. Special, Regular and Summary City Council Minutes for August 1, 2016
- B. Warrants #103228 - #103300 and ACH/Wire items totaling \$2,983,288.46
- C. Authorization for Legal Action in Collection Matter
- D. Resolution R16-065 Certification of Delinquent Amounts to Tax Roll
- E. Resolution R16-066 Application for Payment #4 from A-1 Excavating Inc. for 2016 Street Improvements
- F. Approve Final Payment to DPG for the City Park Restroom Project Totaling \$52,200.00
- G. Approve Final Payment to Bloomquist Electric, Inc. for the City Park Restroom Project Totaling \$4900.00

Upon call of the roll, Palmer, Morin, Lewis and Stylski voted aye, no nays. Motion carried 4/0.

**Work Session**

No work session business.

## **Unfinished Business**

No unfinished business.

## **New Business**

### ***Approve Ordinance 626 to opt-out of the Temporary Family Health Care Dwelling Requirements***

Westover presented information on the "Temporary Family Health Care Dwelling" bill that was signed into Minnesota law on May 12, 2016. Westover stated staff has received two requests from residents to allow a "mother-in-law" area or structure to be considered for their elderly parent(s). Westover explained that the Planning Commission felt the City could draft its own ordinance that would be more suitable for our situation and staff prepared an ordinance amendment to the city code in an effort to be proactive. However, if the City wants to reserve its rights to do this, the City would need to opt-out of the requirements of the temporary family health care dwelling bill.

Morin moved, seconded by Lewis to Approve Ordinance No. 626 Opting-Out of the requirements of Minnesota Statutes, Section 233.3593 Temporary Health Care Dwellings as presented. Motion carried 4/0.

### ***Special Assessment Agreement between Chenlee Liu and City of Cambridge***

Westover reported the County has held property auctions for numerous lots in the Parkwood on the Lakes development and several properties have not sold at the price established by the County. Westover stated Chenlee Liu desires to purchase ten (10) lots in the Parkwood development that are platted for twin homes. Westover explained Liu would pay the County's auction price, \$ 8,000 per lot and request the City refund the difference between the County's set auction price and the \$5,000 per lot needed to recoup the City's assessments.

Westover affirmed the City has entered into similar agreements in the past with this being a way to get the property back onto the tax rolls. Woulfe clarified reimbursement to Liu will occur once the City has received the proceeds from the sale from the County.

Lewis moved, seconded by Stylski, to approve a Special Assessment Agreement between Chenlee Liu and City of Cambridge. Motion Carried 4/0.

### ***Concept of Joint Truth in Taxation Hearing with Isanti County and Cambridge Isanti School District***

Woulfe indicated the City is required to have an annual truth in taxation hearing and the concept is to have one meeting with the County and School District after citizens have received their truth in taxation statements. Woulfe added the cities of Braham and Isanti have declined to participate in this meeting. Council confirmed a conceptual interest in a joint meeting and directed staff to move forward. No further action was taken.

## **Local Option Sales Tax**

Council discussed the Local Option Sales Tax. Woulfe presented educational information to help people understand what will be taxed and what will not. Woulfe specified that there can be no lobbying and only educational information can be shared.

Lewis moved to affirm the City Council's action to place the one-half (.50) percent local option sales tax on the ballot for the construction of the Cambridge Public Library and East Central Regional Library Headquarters. Lewis explained he felt the need for this because there is a new council member and it is a good opportunity to revisit and further explain individual positions. Attorney Squires offered the action unnecessary and from a legal perspective the new member hasn't had input on numerous issues affecting Council. Motion failed for lack of second. No further action taken.

### ***Discuss option on PBRE, Inc. Voluntary Foreclosure to Bank Cherokee on Property Located at 1501 Kennedy St North Lot 1 Block 1 Cambridge Opportunity Industrial Park 2<sup>nd</sup> Addition***

Gustafson explained the City must determine whether it wants to purchase the MAPE property at 1501 Kennedy St. North and if the City decides to move forward with the purchase, it has the statutory right to do so either by bidding on the property at the sheriff's sale or later redeeming it. Gustafson added if the City decides not to purchase the property, the voluntary foreclosure process will move forward without any further action from the City.

Lewis requested legal advice regarding the issue and City Attorney Squires offered his judgement is to only redeem property if the value far exceeded the outstanding loan balance and that is not the case in this matter.

Stylski moved, seconded by Morin not to exercise the City's right to redeem property at 1501 Kennedy St. N. Motion carried 4/0.

### ***Approve Request for Proposal(RFP) for Real Estate Services***

Gustafson indicated the City owns property in two Industrial Parks, Cambridge Opportunity Industrial Park has approximately 46 acres remaining and SE Industrial Park has approximately 4 acres remaining. Gustafson stated that staff does market the property through a wide variety of web sites such as the MN Real Estate Journal, site selection magazines, DEED Prospector, and direct communication with brokers.

Gustafson acknowledged in most cases businesses looking to expand or relocate use brokers to identify potential locations. Gustafson stated there are four or five people he has worked with in the past who could be sent the RFP for Real Estate Services. Staff requests Council approve the RFP for Real Estate Services and direct staff to place on the City's web site and direct mail or email to a variety of broker contacts.

Morin moved, seconded by Stylski to approve RFP for real estate services and place the RFP on the City's website. Motion carried 4/0.

## **Annexation**

Woulfe stated the Council had requested the preparation of ordinances to annex properties into the City of Cambridge from both Isanti and Cambridge Townships at the June 6, 2016 Council meeting but did not approve the expenditure of hiring a surveyor to prepare the proper legal description that must be included in the ordinance. Woulfe stated in order to adopt the annexation ordinances the City needs to hire a surveyor to develop a legal description of the area to be annexed.

Woulfe indicated since the annexation ordinance was passed, the professional services budget has been zeroed out so Finance will need to add to the budget. Morin stated that this has been talked about and voted on so there really shouldn't be a big discussion. Lewis says that council voted to discuss annexation but not which parcels to annex. Woulfe reread the staff report from the June meeting which had identified the parcels to annex, the motion passed previously and acknowledged that the Flanders/Alabama St area was not included in the current ordinance being discussed.

Several citizens from the Flanders/Alabama St. area were present and chose two speakers to address the Council. Michael Adkins, 32873 Flanders St NE and Clint Lundeen, 32545 Flanders St NE both conveyed they are very happy being part of the township and have no desire to become City of Cambridge residents. Woulfe explained that according to long range planning the area they reside in would not be considered for annexation most likely until Flanders/Alabama street was redone and that is currently scheduled for 2024.

Darrick Wotachek, 31950 Baltimore St NE stated residents in his neighborhood have no interest in being annexed into the City. Wotachek declared that a financial hardship will occur due to the City's high tax rate and when their properties become part of the City of Cambridge they will be expected to pay that tax rate.

Squires reminded Council that this is an issue to move money around in the budget to cover \$5000 survey cost not to decide annexation area or questions.

Morin moved, seconded by Palmer to direct staff to find the money for hiring a surveyor to draft the legal description for the previous annexation ordinance presented to the City Council. Stylski inquired if it is necessary to spend the money to move forward to the planning commission stage of having a public hearing. Woulfe clarified that a legal description provided by a licensed surveyor is necessary. Motion carried 4/0.

### **Approve Ordinance 627 Setting Salaries for the Mayor and Council Members**

Lewis stated he disagreed with increasing salaries for Council members and the Mayor. Palmer expressed satisfaction with the current rates but thought the issue merited discussion since it can only be changed during election years and prior to the election. Woulfe assured the issue can be discussed as late as the last meeting in October. No further action was taken.

Morin moved, seconded by Lewis to take 10 minute break. Motion carried 4/0.

**Mayor's Report**

Palmer provided an update on meetings attended and upcoming meetings and events.

**Council Concerns**

Lewis stated the City Council should be the Advisory Council for citizens and he feels the City Council has not done a good job of this. Lewis feels like the Council does not listen to the needs of citizens. Palmer explained that anyone can talk to the council as long as they are members of the City and felt there was no need for a separate Advisory Council. Palmer noted that if an issue is put on the agenda the parties involved will be given notice so they may be prepared ahead of time.

**City Attorney's Report**

No report.

**City Administrator's Report**

Woulfe noted that filings for elections close August 16 at 5 pm and listed off the people that have filed to date.

**Adjournment of Council Meeting**

Being no further business before the City Council, Morin moved, seconded by Lewis, to adjourn the regular meeting at 8:34 pm. Motion carried 4/0.

DRAFT

\_\_\_\_\_  
Marlys A. Palmer, Mayor

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator



Prepared by: Lucas Milz

### Background

The City has budgeted \$10,000 in 2017 to purchase a weed sprayer for use in City Parks and on City owned boulevards. We would like to find a piece of equipment that could also haul a water for watering downtown flower pots. Currently, the water truck that is used for watering flowers requires the driver to have a Class B license. This means that one of our regular, full-time employees must do the watering water. If we had a piece of equipment like the picture below, seasonal employees or a volunteer could do the watering because there is no Class B license required to drive it.

I have found a piece of used equipment that can fulfill both purposes and I have a verbal agreement to purchase with the seller. Below is a picture of what we are looking at. The current owner used it as part of a landscaping business that recently closed. The tank, motor, and hose reel are not included in the sale but the City already owns a hose reel and motor. The only item we would need to purchase is a water tank and that is approximately \$200.



### Recommendation

Approve the purchase of a John Deere Pro Gator at a price not to exceed \$10,000.

Prepared by: Lucas Milz

Background

The City receives Entitlement Funds from the FAA in the amount of \$150,000 per year for airport projects. The City has used these dollars for projects such as deer fencing, runway extension to 4,000 feet, new lighting system for the runway, and new PAPIs (Precision Approach Path Indicators) and relocation of the rotating beacon.

We are not scheduled to use any of our entitlement dollars in 2017. If we loan this money to another airport in Minnesota, we can keep the Entitlement Funds in Minnesota and can require the money to be repaid to the City in the year of our choosing. The Baudette Airport is in need of money to do a project. Therefore, I am requesting the Council authorize a loan to the Baudette Airport of \$150,000 of our Entitlement money so they can proceed with their project and will require them to pay us back in 2020.

Request

Approve the Resolution R17-015, Agreement of Transfer of Entitlement, and the Federal Funding Repayment Agreement as presented and authorize the Mayor and City Administrator to execute these documents on behalf of the City.

Attachments

- Letter of Transfer Funds
- Resolution R17-015
- Federal Funding Repayment Agreement
- Agreement for Transfer of Entitlement
- Cambridge Entitlement Tracking Worksheet

March 6, 2017

Tracey Headings  
Federal Aviation Administration  
Airports District Office  
6020 - 28th Avenue South, Room 102  
Minneapolis, Minnesota 55450-2706

Dear Tracey:

This letter is to inform you that the City of Cambridge has approved the following concept:

The Cambridge Municipal Airport has not spent all of its available federal Airport Improvement Program entitlement from the years 2014 and 2015. The City would like to see that these funds stay in Minnesota and therefore would like to transfer \$150,000 to the Baudette International Airport for their pending airport project.

Please contact me if you have any questions.

Sincerely,

Lynda Woulfe  
City Administrator

cc: Don Berre, Mn/DOT Regional Airport Engineer  
Dan Boerner, Mn/DOT Regional Airport Engineer

**RESOLUTION NO. R17-015**

*Authorizing the Mayor and City Administrator to Execute an Agreement with the City of Baudette Regarding Federal Aviation Administration (FAA) Funds for Cambridge Municipal Airport, City of Cambridge, Minnesota*

**WHEREAS**, the City of Cambridge has received a request from the City of Baudette regarding Federal Aviation Administration (FAA) funds which the City of Cambridge is unable to use at this time, and

**WHEREAS**, the City of Cambridge is proposing to transfer an amount of \$150,000 to the City of Baudette Federal Account, and

**WHEREAS**, the City of Baudette agrees to pay back the City of Cambridge, the amount of \$150,000 in 2020, if and only if, the City of Baudette continues to receive Federal Aviation Administration funds in 2020; therefore

**THE CITY OF CAMBRIDGE RESOLVES**, that the Mayor and City Administrator are hereby authorized to execute an agreement on behalf of the City of Cambridge and with the City of Baudette regarding the Federal Aviation Administration funds.

Adopted this 6th day of March, 2017.

\_\_\_\_\_  
Marlys A. Palmer, Mayor

ATTEST:

\_\_\_\_\_  
Lynda J. Woulfe, City Administrator

**CERTIFICATE OF RECORDING OFFICER**

I Lynda J. Woulfe, the duly appointed, qualified City Administrator of the City of Cambridge, Minnesota, do hereby certify that the above Resolution was adopted by the City of Cambridge at an authorized meeting held on March 6, 2017 as shown by the minutes of the meeting in my possession.

\_\_\_\_\_  
Lynda J. Woulfe

**FEDERAL AIRPORT FUNDING REPAYMENT AGREEMENT**


The City of Cambridge agrees to transfer \$150,000 in FAA entitlement funds in Federal FY 2017 to the City of Baudette for use at the Baudette International Airport. The City of Baudette agrees to transfer their Federal FY 2020 FAA entitlement funds to the City of Cambridge in repayment of the total amount of \$150,000.

Signature of each airport sponsor certifies agreement to transfer entitlement funds. The parties to this Agreement understand that repayment of transferred funds is not required by FAA.

The parties to this Agreement understand that the receiving airport shall not be obligated to repay or assign more than the original transferred amount. Interest shall not be applied. The parties understand that the City of Baudette must repay the \$150,000 prior to utilizing any federal funds for repairs or improvements to its facilities in 2020 unless the City of Cambridge waives the provision.

Original Receiving Airport:

Original Donor Airport:

  
Authorized Representative/Title  
Greg Johnson, Chairman

\_\_\_\_\_  
Authorized Representative/Title

\_\_\_\_\_  
Print or Type Name/Title

\_\_\_\_\_  
Print or Type Name/Title

Baudette International Airport

\_\_\_\_\_  
Receiving Airport Sponsor

\_\_\_\_\_  
Donor Airport Sponsor

January 17, 2017

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: City of Cambridge, Minnesota  
hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47117(c) for the:

Name of Transferring Airport (and Locid): Cambridge Municipal Airport (CBG)

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
Nonprimary	2014	\$31,314
Nonprimary	2015	\$118,686
		\$
		\$
<b>Total</b>		<b>\$150,000</b>

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and Locid) Receiving Transferred Entitlements: Baudette International Airport (BDE)

Name of Receiving Airport's Sponsor: City of Baudette, Minnesota

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of 2017 (September 30, 2017) or when the availability of apportioned funds lapses under 49 USC § 47117(b).

**For the United States of America, Federal Aviation Administration:**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Certification of Transferring Sponsor**

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Name of Sponsor: City of Cambridge, Minnesota

Name of Sponsor's Authorized Official: Lynda Woulfe

Title of Sponsor's Authorized Official: City Administrator

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

**Certificate of Transferring Sponsor's Attorney**

I, \_\_\_\_\_, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of \_\_\_\_\_. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at \_\_\_\_\_ (City, State), this \_\_\_\_\_ day of \_\_\_\_\_.

**Signature** of Sponsor's Attorney: \_\_\_\_\_

<b>Cambridge Entitlement Worksheet</b>			
	<b>In</b>	<b>Out</b>	<b>Balance</b>
FFY 2014 Remaining Funds (these will expire if not used/transferred in 2017)			\$ 31,314.00
FFY 2015 Remaining Funds			\$ 150,000.00
FFY 2016 Remaining Funds			\$ 150,000.00
<b>Total Starting Balance</b>			<b>\$ 331,314.00</b>
<b><u>2017</u></b>			
Annual Entitlement Dollars	\$ 150,000.00		\$ 481,314.00
Entitlement Transfer to Baudette		\$ 150,000.00	\$ 331,314.00
		<b>Ending Balance</b>	<b>\$ 331,314.00</b>
<b><u>2018</u></b>			
Entitlement	\$ 150,000.00		\$ 481,314.00
Entitlement Return from Grand Rapids	\$ 150,000.00		\$ 631,314.00
Obstruction Removal		\$ 50,000.00	\$ 731,314.00
		<b>Ending Balance</b>	<b>\$ 731,314.00</b>
<b><u>2019</u></b>			
Entitlement	\$ 150,000.00		\$ 881,314.00
Snow Removal Equipment (SRE)		\$ 200,000.00	\$ 681,314.00
		<b>Ending Balance</b>	<b>\$ 681,314.00</b>
<b><u>2020</u></b>			
Entitlement	\$ 150,000.00		\$ 831,314.00
Entitlement Return from Baudette	\$ 150,000.00		\$ 781,314.00
Entitlement Return from Rush City	\$ 150,000.00		\$ 981,314.00
		<b>Ending Balance</b>	<b>\$ 981,314.00</b>
<b><u>2021</u></b>			
Entitlement	\$ 150,000.00		\$ 1,131,314.00
Runway Reconstruction		\$ 1,000,000.00	\$ 131,314.00
		<b>Ending Balance</b>	<b>\$ 131,314.00</b>



**CAMBRIDGE MUNICIPAL AIRPORT ADVISORY BOARD MINUTES**  
**January 12, 2017**

Members Present: Garry Bye, Michael Grzincich, Kurt Daudt, Brandon Grell and David Johnson.

Members Absent: Gerald Graham

Others Present: Airport Manager Lucas Milz; SEH Representatives Kaci Nowicki and Christopher Brett.

The meeting was called to order at 7:06 p.m.

Approval of Minutes: Bye motioned, seconded by Grell and carried unanimously to approve the August 25, 2016 minutes as presented.

Approval of Agenda: Bye motioned, seconded by Grell and carried unanimously to approve the agenda as presented.

Public Discussion - no public present.

Board Members Concerns: Grzincich suggested getting a key pad lock on the back room to the Administration Building for access to supplies. He also would like to put a coffee machine with an honor system and use some of the money for more advertising for the Father's Day Fly Inn. He continued that he would like more publicity for the Fly In and would like to do an ad. Members will check with the Fire Department for a fire truck and they were willing to make phone calls for added attractions.

Grzincich inquired about filling the Airport Watch position after the passing of Leonard Nolden if anyone would be interested in taking the course.

Grell questioned the Emergency Response plan and Milz will check into it when he has time.

Bye complimented the city staff on keeping the airport cleared of snow and checked on clearing the southwest apron area.

Johnson was checking on contact information for the hangar owners and Milz said that he will do a mailing and get a list of contacts for all the hangar owners.

Johnson checked on where to discard old oil and Milz informed him that Lex Cralley uses it to heat his hangar so he will take it.

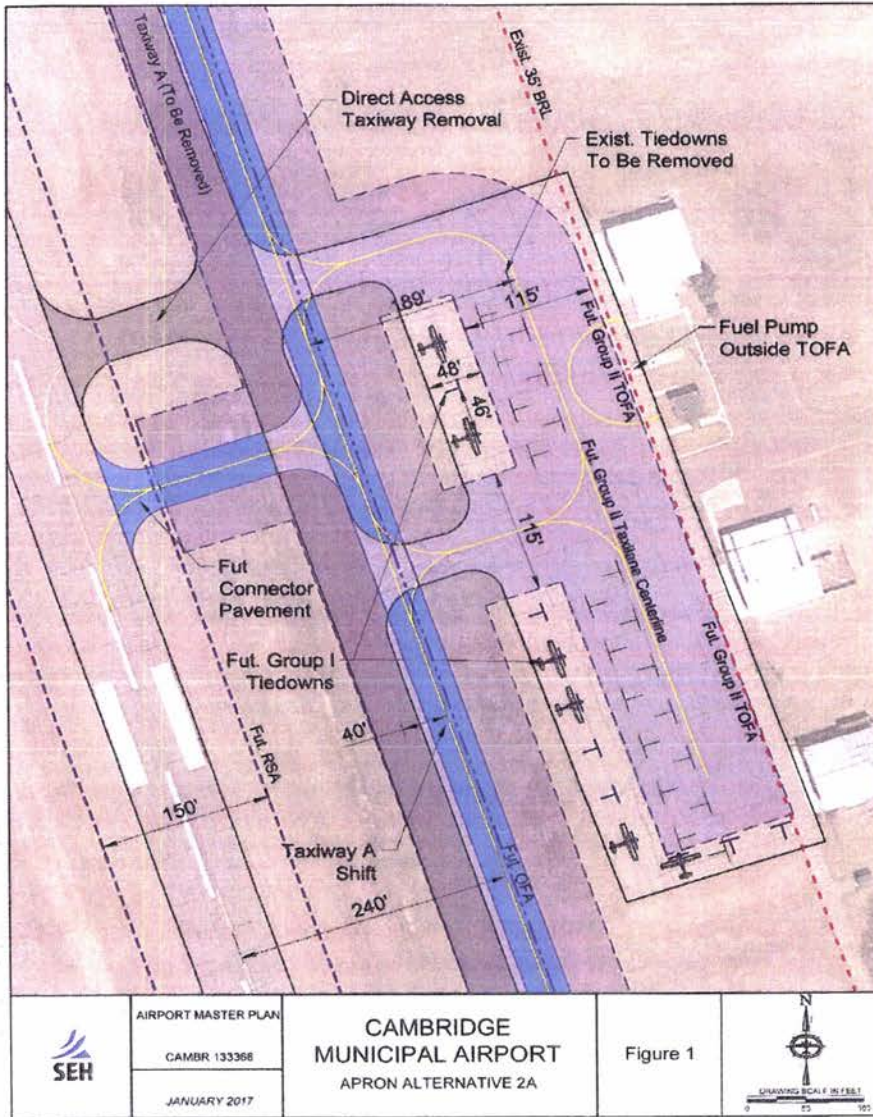
### **Old Business**

SEH Master Plan Update – Kaci Nowicki and Christopher Brett from Short, Elliot and Hendrickson (SEH) presented the CBG Master Plan Preliminary Alternatives Analysis Feedback. They explained that following the previous Airport meeting on August 25, 2016 SEH met with the FAA and MnDOT to discuss the preliminary Facility Recommendations and Alternatives. The following is the summaries of the comments

received from both the Airport Advisory Board and the FAA/MnDOT on the preliminary alternatives and the preferred alternatives that were chosen by the board:

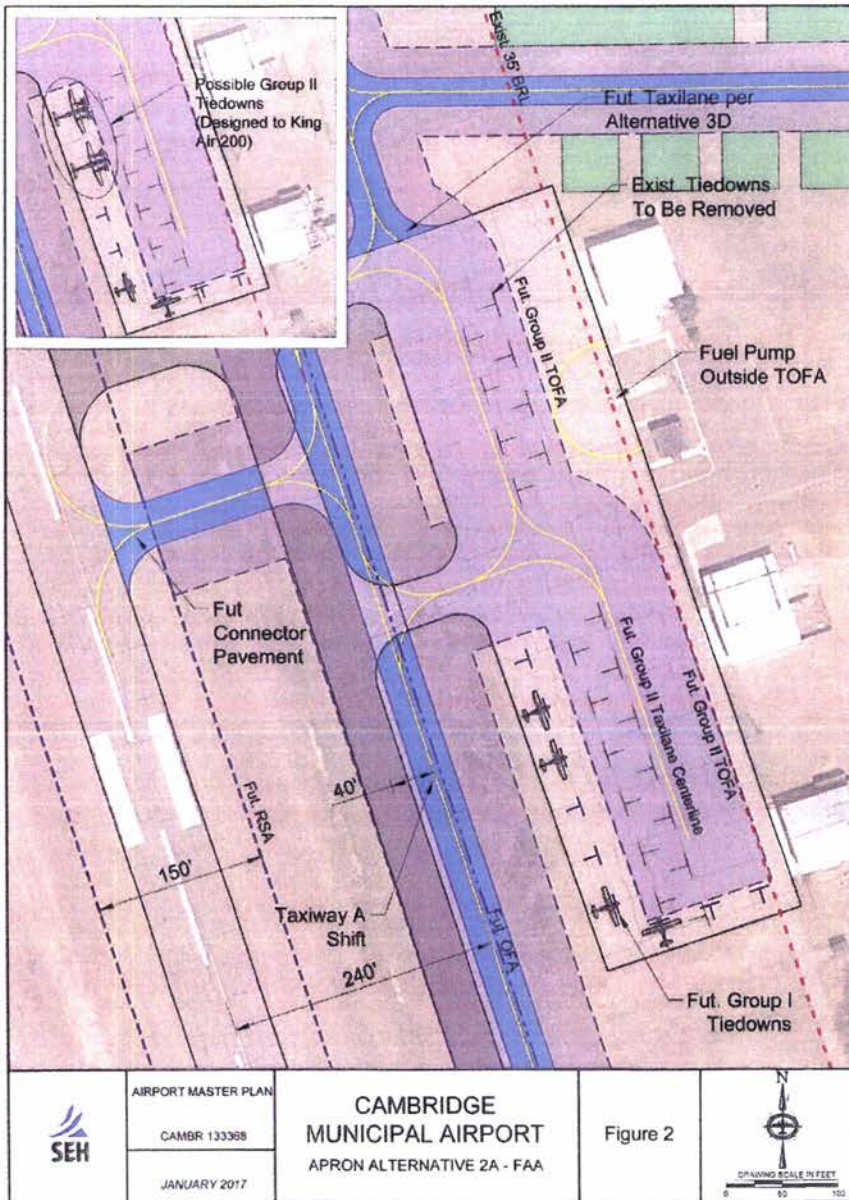
### Alternative Analysis – Apron Alternatives

The existing aircraft parking apron at CBG does not meet Taxilane Object Free Area (TOFA) standards. In addition, there is direct access from the apron to Runway 16/34 via the connecting taxiway. Based on peak hour transient operations, it is anticipated that the Airport will need a total of 14 tiedown spaces by 2036.



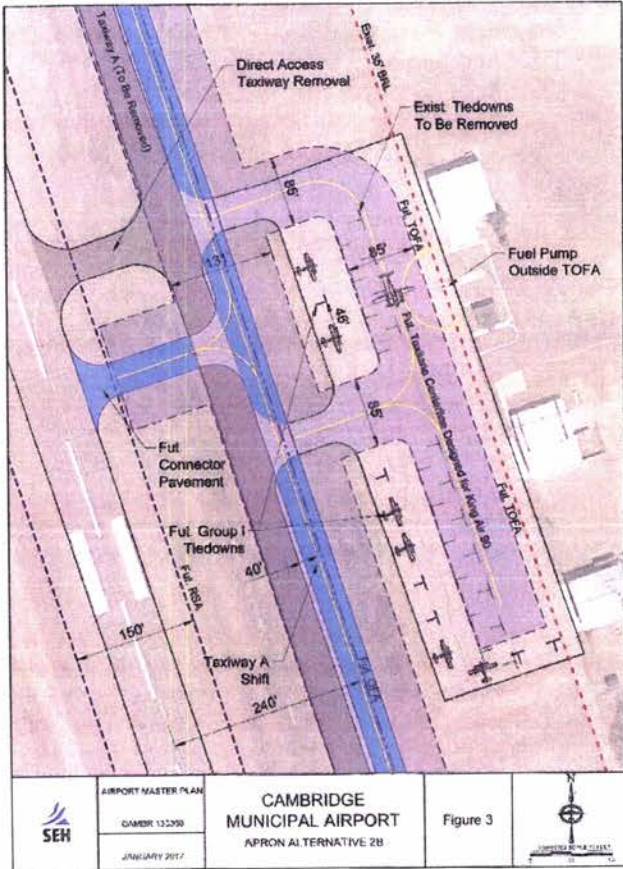
Three alternatives (2A, 2B, and 2C) were originally developed to address the non-standard elements of the apron and the need for additional spaces. The first alternative, 2A (shown on Figure 1), was selected by the Airport Advisory Board as the preferred alternative, citing the ability to accommodate B-II taxilanes and the possibility of expansion to the southeast as reasons for this choice.

The FAA indicated that they no longer allow the taxilane object free area (TOFA) to move through the aircraft fueling area (shown in the half circle in front of the fuel system) on the apron. In addition, they also recommended the airport consider the possibility of accommodating larger Group II tiedown positions.

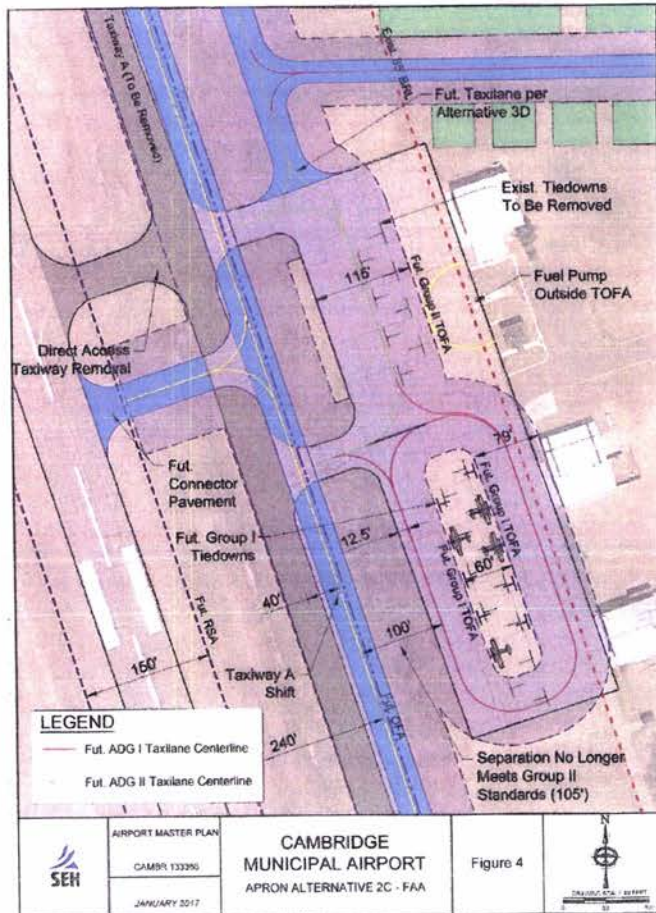


**Figure 2** shows a revised Alternative 2A addressing the FAA comments.

The changes will remove three tie-down spaces, but the remaining nine (9) Group I spaces will meet the anticipated demand at the Airport when combined with the tie-downs in the future building area (discussed later in this memo). This alternative can be modified to accommodate two (2) Group II aircraft and six (6) Group I aircraft if there is a need for Group II tie-downs at the time of apron reconstruction. (The future taxilane connecting to the north side of the apron reflects the selected building area alternative)



Alternative 2B (shown on **Figure 3**) is not supported by the FAA because of the TOFA only supports some of the Group II aircraft (smaller Group II wingspans like a King Air 90). **Figure 4** shows alternative 2C. This alternative has been altered to show the TOFA outside of the fueling area and the future building area taxi-lane has been depicted.

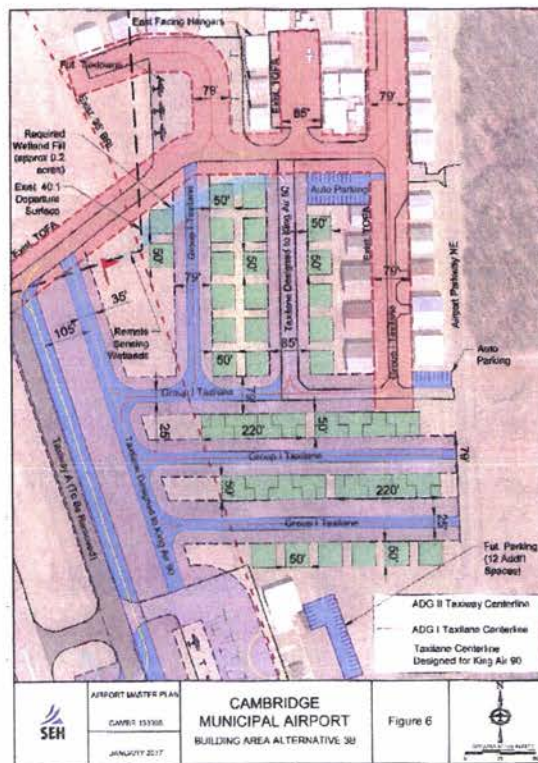
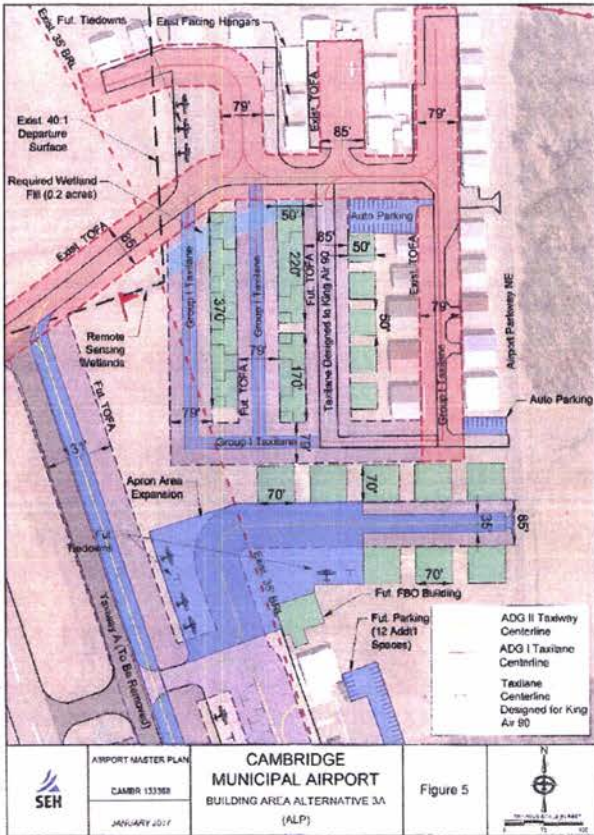


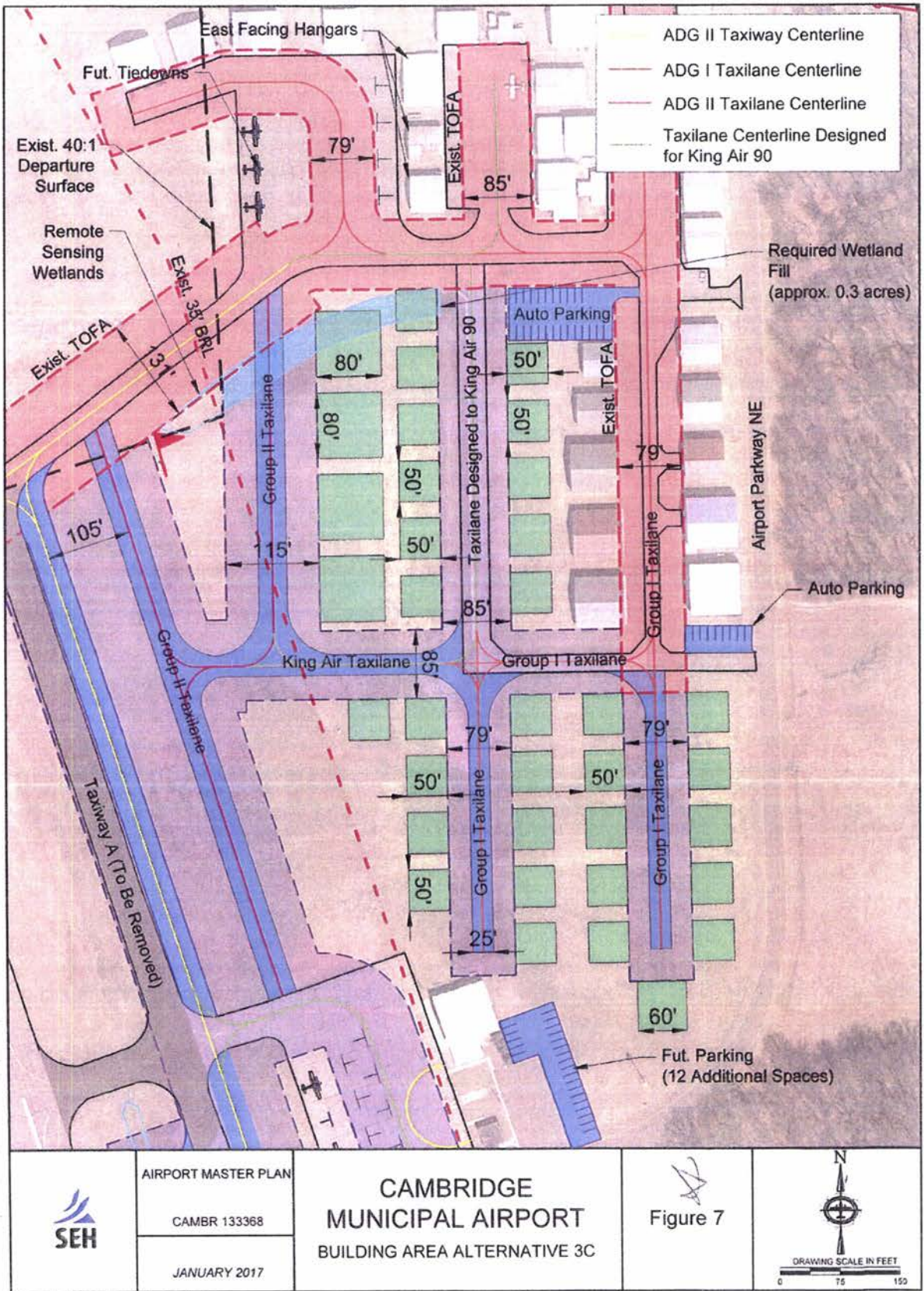
### Building Area Development – Alternative Analysis 3

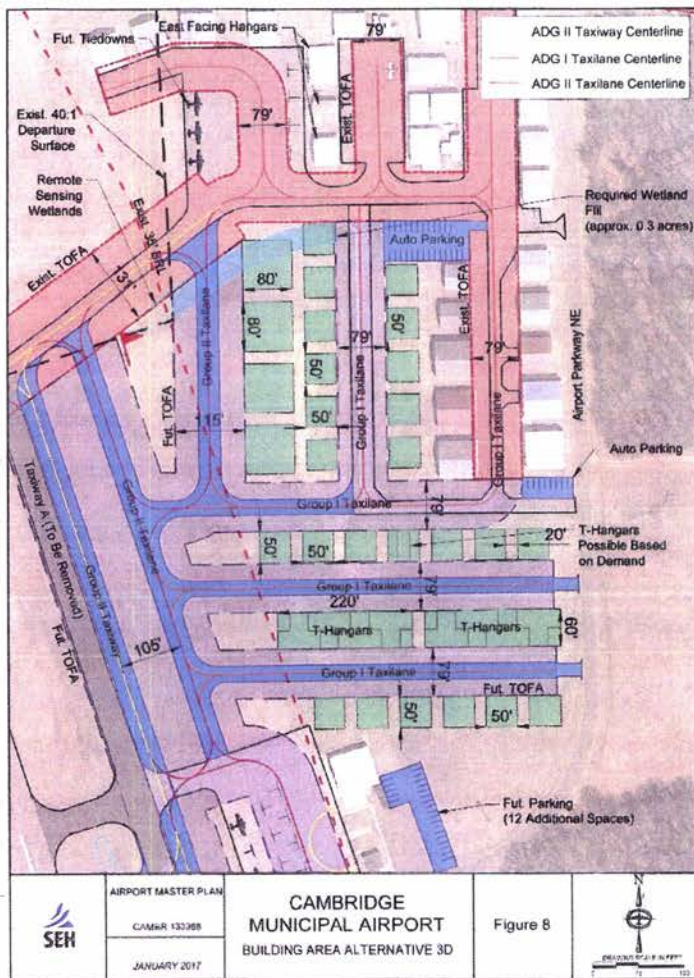
There is a forecasted demand for hangar space at CBG. Alternatives were examined utilizing the areas south of the existing building area (between the apron and existing hangars) to help meet near-term and long-term hangar demands. Several constraints should be taken into account for any future hangar development. These constraints include:

- Building Restriction Line (BRL)
- TERPS Departure Surface
- Wetlands
- AWOS 500-foot Critical Area

Three original alternatives (3A, 3B, and 3C) were developed utilizing the areas south of the existing hangars area to help meet hangar demands and are shown in **Figures 5, 6, and 7**. At the August 25, 2016 meeting, the Cambridge AAB indicated the need for T-Hangar space, as well as hangar space that accommodates larger B-II aircraft.







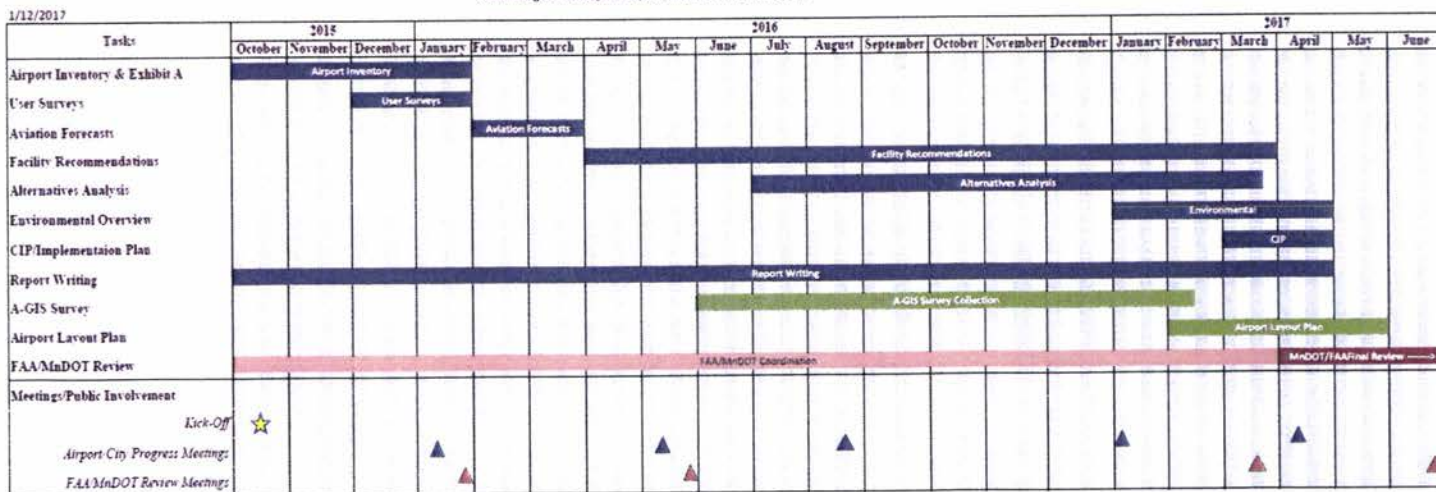
A fourth alternative was developed as a result of these discussions and is shown on **Figure 8**. The building area alternatives also include three (3) additional tiedown spaces, for a total of seven (7) in the building area, and a grand total of 16 on the airfield. This number exceeds the forecasted demand for aircraft parking (14 spaces), and the Cambridge AAB indicated that this number of aircraft tiedowns adequately meets their needs.

The only FAA comments on the building area alternatives were to incorporate auto parking within the layouts and to provide auto access to the east/west running taxilanes. These changes have been added to each alternative figure.

Members discussed the different options and was in favor of **Figure 7**, they felt it had better access to both ground traffic and to the taxiway on the north end.

Update on the schedule:

Cambridge Municipal Airport Master Plan Schedule



The board then discussed what additional or alternative fuel sources could be at the airport in the future. This would depend on the local demand and could be federal funded. They felt it was important to keep this as an option during the expansion.

Addressing of the airport was then discussed. The airport has one central address 3129 Parkway, Cambridge. The board suggested getting a mail station at the airport so the hangar owners could receive deliveries and mail in a more timely matter.

The next meeting will be Thursday, February 23, 2017. The meeting dates for the rest of 2017 are May 25, August 31, and November 30<sup>th</sup>.

Bye motioned, seconded by Grell and passed unanimously to adjourn the meeting at 8:02 p.m.

Respectfully submitted,  
Betsy Potrament





Cambridge Medical Center  
**Community Engagement Council**  
Tuesday, December 10, 2017, 3:30-4:30pm  
Foundation Room

## **AGENDA**

3:30-3:40 Introductions

3:40-4:10 CHNA Plan Final Approved

4:10-4:15 Neighborhood Health Connection Grant Open  
-Volunteers needed to review – first part of Feb.

4:15-4:20 2016 Charitable Contributions Review

4:20-4:30 Updates

Free Bikes 4 Kidz

Substance Abuse Coalition/Chasing the Dragon Event Feb. 15

Act on Alzheimer's/Dementia Grant Work

Community Wide Read Partnership

Other great partnerships?

4:30 Update from you, Future Agenda Items

### **NEXT MEETING:**

March 14, 2017

### **2017 MEETING DATES:**

March 14, May 9, July 11, Sept 12, Nov 14

Upcoming Programs –

**Chasing the Dragon Film Viewing & Panel Discussion –**

High School PAC – February 15, 5:30-8:00 pm

**Coffee CHAT**

Start Date: February 16 - April 6

**National Diabetes Prevention Program-**

Starts Tuesday, February 28, Noon-1 p.m.

**Bike Isanti County**  
**Notice: Isanti County Government Center-2<sup>nd</sup> Floor Training Room**

**January 11 10:00-11:00am**

**Minutes**

**Present: Barry Wendorf, Melissa Carstensen, Joelle Tvedt, Susan Morris, Marcia Westover, George Wimmer, Katie Everett, and Rick Olseen**

- a. Master Trail Plan – ARI Contractor December Meeting Update**
  - i. **Stakeholder List-** please review fill any open blanks if you have contact person or if there is a preference of contact please note this.
  - ii. **Future Meeting Dates / Update for Stakeholder and Community Engagement Meetings-** Andrea Wedul, ARI consultant met with small group in December to review stakeholders list and discuss deliverables.
  - iii. **Thank You Cards** were sent out to the following organizations for their generous donations
    - 1. Allina Health Foundation \$2,500
    - 2. Initiative Foundation \$5,000
    - 3. SHIP \$10,000
    - 4. Isanti County Park Board \$17, 500
      - a. Barry mailed out informational letters with a request of \$1,000 contribution from townships and cities per request of the Isanti County Park Board.
  
- b. Other local events – Round Table Sharing**
  - i. **2<sup>nd</sup> Annual Freezer Burn – Fat Bike Race**  
Saturday January 14<sup>th</sup>, 2017 – 9 AM – Springvale County Park  
40 bikers signed up for the race.
  - ii. **Irving & John Anderson Park Proposed Development Open House/Information Session (Oxford Town Hall) -** January 17th from 7-8:30 pm.
  - iii. **Anderson Park Winter Trail Event – Snowshoe and Ski for FREE -** February 25<sup>th</sup>
  - iv. **Community Education will have** January-April classes mailed out this week.  
Deadline for spring edition is February 1<sup>st</sup>.
  
- c. Restarting: 5 County Regional Trail Meeting -** Friday, January 13 2:15 pm Hinckley
  - i. Overview where we are at with Regional Trail Planning
    - 1. Mark Torkelson will provide update.
  - ii. Shared grants available by email
  - iii. Next steps with Regional Trail Group
  
- d. Bike Isanti County 2017 Meetings 10:00 am @ Isanti County Government Center**
  - 1. February 8
  - 2. March 8
  - 3. April 12
  - 4. May 10

## Lynda Woulfe

---

**From:** Todd Streeter <todd@involvementisgood.com>  
**Sent:** Monday, February 27, 2017 1:59 PM  
**To:** ICE Becky Roby; Robert Roby; ghawkins@cambridge.k12.mn.us; Melissa Bettendorf; Rhonda and Joe Becker; Chad Struss; Jeremy Ellingson; Mark Radeke; Steve Crittenden; Monte Dybvig; Neil Johnson; Katherine Mell; Jessica Harris; Julie Immel; Scout & Morgan; Brandon Grell; Larry Fredlund; Kim Erickson; Kersten Barfknecht-Conley (Yahoo); Pam  
**Cc:** Stan Gustafson; Lynda Woulfe; Lisa Iverson (AOL); Greg Carlson; Ray Queener; Carrie Gibbs; Michelle Kiley; Kristin Ackley  
**Subject:** Thursday Meeting Agenda  
**Attachments:** Meeting Agenda #13.docx; Meeting #12 Minutes.docx

Hello All –

As noted previously, we will be rehearsing for our upcoming presentation this Thursday (School District offices) and finish our remaining committee rehearsal at our next meeting on March 16. The following week will be our presentation on Wednesday, March 22.

If you have made changes to your presentation since our Open House, please send it to me (via Dropbox/USB drive at the meeting) so I have the latest version for our meeting.

For this rehearsal, please present in front of the presentation board to simulate the stage and the big screen. I'll have a clicker available for you to use to move from one slide to the next.

It is important that all of you help each presenter bring out the key elements of the presentation so attendees clearly understand the story each committee is telling.

Thanks again for all your hard work on this project. The response at the Open House demonstrates the success you have all achieved together.

As always, please let me know if you cannot attend. Thank you.

Regards,

## Discover Downtown - Meeting #13

Thursday, March 2

5 pm – Board of Education (School Dist. Offices) – 625 Main Street North A | Room 121 A and B

### AGENDA

I. Subcommittee Presentation Rehearsal #1 (We will not complete all of them as we will be pausing between presentations for group input and tweaking suggestions)

- a. Experience Downtown
- b. Downtown Promotion
- c. Community Connections
- d. Destination Downtown
- e. Civic Support
- f. Community Funding Support

II. Future Meetings (Thursday starting at 5 pm.):

March 16 – Minnco Community Room (Rehearsal #2) – plan on 2 hours

March 22 – **Final Community/City Council Presentation – Performing Arts Center**  
**Post event celebration to follow**

# Discover Downtown - Meeting #12

Thursday, February 16

5 pm – Minnco Credit Union (Community Room) – 235 1<sup>st</sup>. Ave. West

Start: 5 pm. End: 7:00

## Minutes

### I. Open House Review

The group discussed additional comments and takeaways from the Open House.

### II. Attending Guest's Idea

A person (Didn't write it down his name/Neil knows him) attended the meeting to share his idea of carving a 4 foot wooden spoon and hanging them on posts downtown.

Spoons would be carved with different shapes or designs that would help establish a unique theme drawing people into downtown to view them. He showed a photo of one such spoon hanging in front of the bakery.

### III. Cambridge Assessment Review

The group discussed the preliminary assessment notes from the team's debriefing at city hall. It was a good discussion focusing on some possible solutions to a number of the issues identified by the team's visit. Seeking to switch colors of the trash containers was one noted idea.

### IV. Presentation Preparations

Todd reviewed the primary elements of the upcoming presentation, noting that it has been moved to Wednesday, March 22. The group agreed the time should be at 7 pm. There will be a set line-up of committee presentations so presenters know who they are following. More information will be available during the next two rehearsal meetings.

### V. Project Review

The group took a few minutes near the end of the meeting to reflect on the project. The group agreed that the pace of the project and communication from Todd was very good. Additional comments noted that some members were surprised by the amount of work they accomplished and activities they undertook, such as the mapping and the mutual assessment activity that was viewed as very helpful to the project. Todd expressed his appreciation for everyone's hard work and dedication to the project and that everyone still needs to be actively supporting the Executive Committee's activities.

### VI. Post-Presentation Celebration

The group discussed several options to consider for our post-presentation celebration. There was some discussion about perhaps mentioning the gathering to all those who attend the presentation but no decision was made at that time. Julie will look into options.



**DOWNTOWN REVITALIZATION  
EXECUTIVE COMMITTEE**  
*Preliminary Project Recommendations*

---

**Executive Committee**

Stan Gustafson  
Lynda Woulfe  
Lisa Iverson  
Greg Carlson  
Raymond Queener  
Carrie Gibbs  
Bob Roby  
Melissa Bettendorf  
Monte Dybvig  
Steve Crittenden  
Pamela Streed

**DOWNTOWN REVITALIZATION EXECUTIVE COMMITTEE**

The Downtown Revitalization Executive Committee (Excom) is an action-oriented downtown advocacy team responsible for creating a larger collaborative effort supporting the ongoing development planning, funding sources, and strategic implementation. In short, Excom is fundamentally responsible for turning concepts into reality.

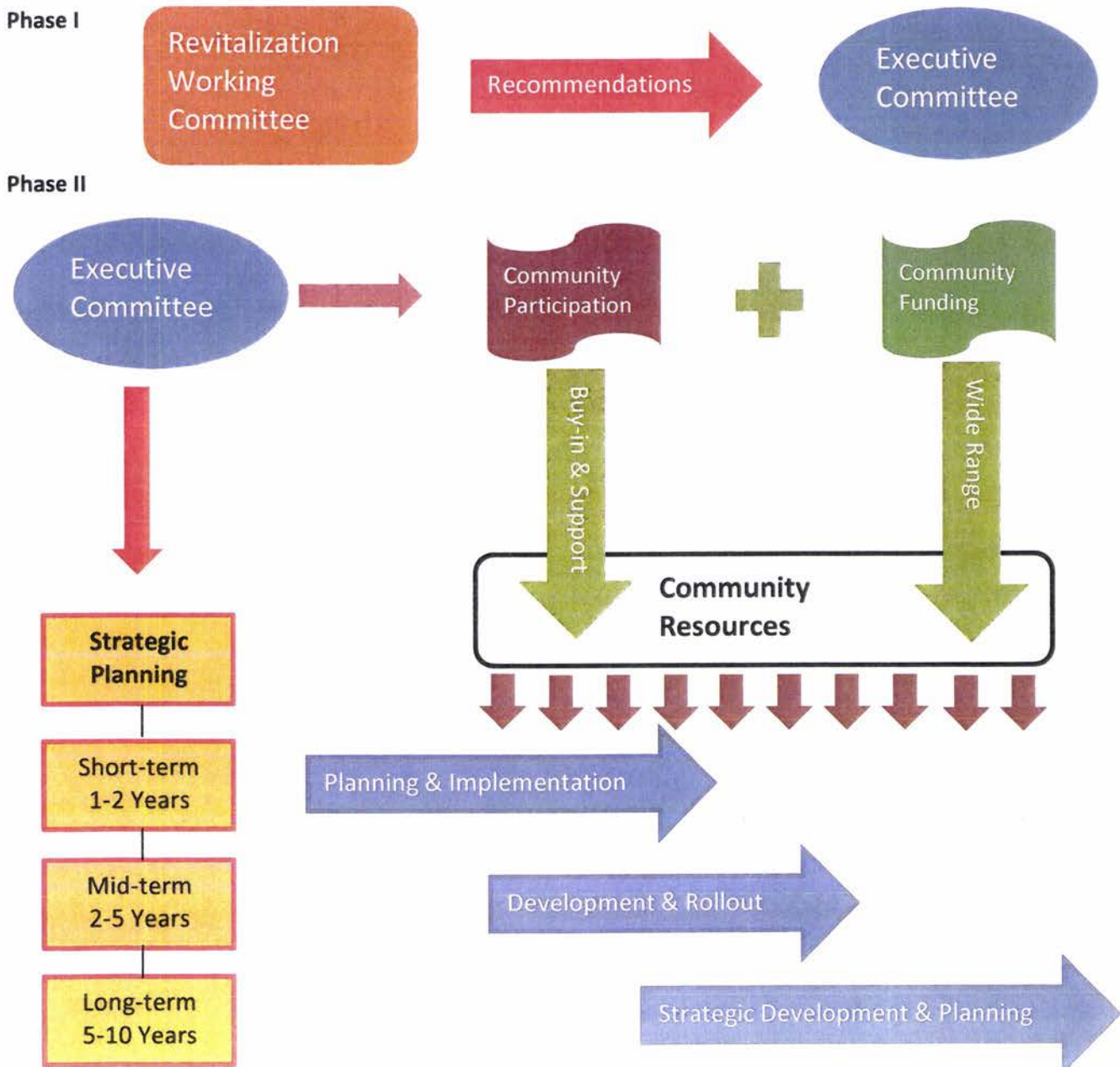
**DOWNTOWN REVITALIZATION TRANSITION PROCESS**

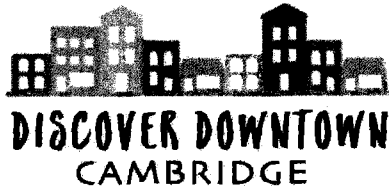
As the Destination Downtown working committee begins to wrap up their 6-month project, their resulting downtown revitalization recommendations will become the basis of the next phase of project activities. To provide a seamless transition from the “working group’s” activities to “strategic planning and implementation,” the Excom will begin reviewing the proposed recommendations prior to the project’s final presentation in March. This lead time allows Excom members to start the next phase well before the first phase is completed, providing ongoing stakeholder engagement and continued revitalization activity without interruption.



**SCOPE OF ACTIVITIES**

As the Excom is defining the short, mid and long-term planning and implementation objectives and strategies, it is also working to develop wide-ranging community, business, and property owner relationships that attract ongoing support and project funding.





## **COMMITTEE RECOMMENDATIONS (Incomplete)**

The following is a comprehensive listing of all committee recommendations as of February 15<sup>th</sup>. This list of recommendations was developed through:

- a. Committee research
- b. Community Open House
- c. Cambridge Assessment (Conducted by Pine City)

Feedback from the Open House and Cambridge Assessment is still in process and will be added to this list as that information becomes available.

## **Recommendations by Committee**

### **Experience Downtown**

#### Beautification

- Sidewalk cleaning
- Install hanging baskets
- Create areas for nice landscaping (incorporate wayfinding directories, etc.)

#### Develop Design Standards

- Develop design standards that support the overall theme for downtown
- Blend committee ideas, concerns with more standard design elements
- Consider standards as part of overall downtown overlay district
- Blade signs

#### New Wayfinding Improvements

- See recommendations from Community Connections Committee

#### Lighting - Business Involvement

- Up-light appropriate buildings
- Light up landscaping
- Light interior store fronts
- Lighting of building parapet, side building edges

#### Lighting - City Involvement

- Safely lit parking lots



## Experience Downtown Continued

### Storefront Improvements

- Reestablish storefront façade programs

### Streetscape Improvements

- Install consistent streetscape amenities (trash, benches, etc.)
- Sidewalk bump outs at intersections

### Public Art

- Establish public art competition for placement in open areas
- Building art

### Public Attractions / Interaction (Novel ideas that get people talking)

- Create downtown iconic element "object of interest" to draw people
- Large yard games in public areas
- Miniature golf idea for green space.

### Downtown Music

- Create pleasant atmosphere through music (seasonal and event themed)

### Repurposing

- Small postage stamp parks
- Wider sidewalks
- Back alley incorporation into downtown business activity

### Business Education - Offer business support topics

- How to merchandise stores and store fronts, etc.

### Downtown Decorating

- Consider new and expanded seasonal themes (lights, banners, etc.)

### Vacant Building Representation

- Create interior store front plan for better marketing/presence
- Create uniformed window decal marketing supporting downtown theme
- Presentation expectations so it looks occupied

### Winter Considerations (Public Works Programming)

- Snow removal from sidewalks and curbs
- Snow melt pooling in public areas then freezing causing a hazard

### Building Condition

- Broken or cracked windows

## Experience Downtown Continued

### Trash Considerations

- Containers not in their screening structures, or lacked structures
- Blue containers stuck out like a sore thumb

### Experience Downtown

- New and expanded events and activities to draw people year-around
- Example: Art crawl showcasing local artists

### Sponsorship / Community Involvement Opportunities

- Develop more opportunities

## Community Connections

- Pedestrian bridge at Cypress and Hwy 95
- Create a gateway to downtown using the underpass
- Create multimodal access to downtown using this major access
- Landscape and create documentation as marker for downtown
- Create pedestrian promenade at Main Street (MN Design Team)
- Create naming competition for the underpass
- Consider hiring wayfinding expert to develop directional plan
- Create parking campaign with new changes to support increased traffic
- Create community shuttle program to bring people downtown
- Establish creative lighting and art making it a community feature
- More parking wayfinding signs
- Entering downtown monuments
- Walking distance signs
- New light post banners
- Directory kiosks
- Business QR codes
- Antique stores
- CrossFit Gym
- YMCA
- Hotel
- Larger, more frequent farmers market
- Specialty gardening
- Folk school

## **Destination Downtown**

- Develop comprehensive list of new and emerging businesses
- Assess past and current barriers for new business development
- Create approach plan for current vacant, underutilized properties and lots
- Assess current economic develop tools
- Research new tools to draw business interest to downtown
- Create conceptual plan for a new downtown to start the repurposing process
- Create a new Downtown Promotion Committee
- Develop overall marketing campaign highlighting current and future potential
- Types of Businesses:
  - Craft stores
  - Women's retail
  - Good steak house
  - Boutique retail
  - Tack store
  - Limeade
  - Stores based on N. European heritage
  - Specialty retail and food
  - Entertainment venues
  - Public gathering spots
  - Innovative business opportunities
  - Expand events
- Open empty buildings as business incubator sites.
- Pop up businesses are a good idea to keep the area "fresh"
- Restaurant/fine dining is needed

## **Downtown Promotion**

- Create new Downtown Promotion Committee
- Develop new branding elements for downtown (logo, slogan, etc.)
- Develop initial downtown marketing campaign and promotional opportunities
- Create wide ranging support from businesses, city, organizations, and media
- Brainstorm and develop new and expanding events and regular activities
- Develop live artist performance opportunities
- Promote emerging downtown business and cultural activity
- Assist in new wayfinding activities
- Develop downtown map of businesses for ease of consumer identification
- Assist in developing "object of interest" – something unique to Cambridge
- Leverage current shop locally programs from the Chamber
- Participate in "Small Business" day, (Saturday after Thanksgiving)
- Develop other seasonal "small business" marketing promotions

### **Downtown Promotion Continued**

- \_\_\_ Develop new media tools to promote downtown activities and new developments:
  - Downtown website
  - Downtown Facebook
  - Electronic newsletter
  - Periodic email and regular newsletter to community
- \_\_\_ Promotion of potato history
- \_\_\_ Create new marketing group
- \_\_\_ Research and promote building histories
- \_\_\_ Limit window advertising to promote store merchandise and activities
- \_\_\_ Find ways to promote TV or movie tie-ins to Cambridge
- \_\_\_ Do TPT show of local history like Northfield
- \_\_\_ Expand Christmas decorations
- \_\_\_ Tell stories of historic homes, buildings, people (why did the town start?)
- \_\_\_ Distribute/publish a calendar so that all events are known
- \_\_\_ Outdoor storytelling
- \_\_\_ Puppet shows
- \_\_\_ Stepping distance makers to other businesses, zones

### **Civic Support**

- \_\_\_ Downtown Overlay District
  - \_\_\_ Downtown Design Standards
  - \_\_\_ Modification of ordinances, zoning and other rules to conform with Overlay District
- Examples of recommendations potentially requiring ordinance & zoning modifications:

### **Experience Downtown Recommendations:**

- Ambient lighting examples – well lit store fronts at night, building up lighting, parking lots (feeling safe), fascia lighting of buildings, creative sign lighting, etc.
- Well-appointed store fronts – search store fronts images
- Blade signs directing shoppers from store to store
- Trash kiosk containing garbage smells away from public places
- Downtown speakers offering music and seasonal themes like Christmas ....
- This is where you can show many examples of outdoor patios
- Develop design standards that support the overall theme for downtown
- Show examples of small “postage stamp parks”
- Clean up back alleys – look up “back alley retail” for ideas
- Widen sidewalks to allow for outdoor café and dining
- Professional looking store front merchandizing
- Sidewalk cleaning – show photo of crew cleaning sidewalk
- Biking downtown and bike racks
- Consider new and expanded decorating themes (seasonal lights, banners, etc.)



**Civic Support Continued**

**Community Connections:**

- Create parking promotion/strategies to get people coming downtown  
(no fee after 5 pm. / resident stickers / maps with special rates, etc.)
- Underpass: creative lighting, wide pedestrian and bike areas, painting and murals

**Destination Downtown:**

- Reestablishing a business mix that drives community to downtown all week long

CAMBRIDGE FIRE



DEPT.

CAMBRIDGE FIRE DEPARTMENT

SEAN OKERLUND, FIRE CHIEF (763) 286-8633  
TODD TOMCZIK, ASST. CHIEF (651) 248-8388  
300 Third Avenue Northeast (763) 689-3211  
Cambridge, MN 55008 (763) 689-0810 FAX  
firedept@ci.cambridge.mn.us

CAMBRIDGE FIRE



DEPT.



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## Agenda

### Cambridge Fire Department Monthly Meeting January 23, 2017 6:00 PM

1. Call to Order
2. Approval of Nov. 2016 Minutes
3. New Business
  - A. City Policy on Incident Debriefings. (Lynda)
  - B. Fuel Receipts.
  - C. Cambridge Day Out. June 10th
  - D. Spring into Preparedness April 29<sup>th</sup>.
  - E. Sectional Schools
  - F. Image Trend.
  - G. New Hires Apps due Jan. 27<sup>th</sup>
  - H. Jim L.
4. Old Business
  - A. Feeding the Guard
  - B. Retires Dinner
  - C. Raffle
  - D. Ice Rescue
5. Officers Report
6. Relief Association Update
7. Adjourn

**Cambridge Fire Relief Association Board of Trustees Annual Meeting  
Monday, January 23, 2017  
Following the January Regular Meeting  
Fire Department Training Room**

**Agenda**

1. Call to order
2. Roll call
3. Secretary's report  
**Tabled**
4. Treasurer's report
5. Report of the Board
6. Report of Committees (if any)
  - A. Fund Raising
7. Old Business
  - A. Spouses Dinner
8. New Business
  - A. Trustee Elections

**Relief Association Board of Trustee Elections  
2017**

**Relief Association Board of Trustee structure.**

- The Board of Trustees is comprised of 5 members. The Fire Department's Chief, and four Trustees elected by and from the Relief Association membership.
- The Relief Association will elect two Trustees positions. The positions are as follows:
  - Two-year term to expire January 31, 2019 (Trustee 3)
  - Two-year term to expire January 31, 2019 (Trustee 4)
- The current Board of Trustees consists of the following:

Todd Schwab, President (Trustee 1)

Dave Matchinsky, Secretary (Trustee 2)  
Cory Carlson, Trustee (Trustee 3)  
Chris Barnes, Treasurer (Trustee 4)

Sean Okerlund concurrent with term as Chief.

## 9. Adjournment



# Cambridge Fire Department Annual Meeting

January 23rd, 2017

## Call to Order

1804 by Sean Okerlund

## Members Present

C. Barnes, K. Becker, C. Bustrom, C. Carlson, R. Dale, J. DeVries, B. Dorsey, S. Duong, C. Haley, J. Henderson, J. Kowalik, C. Lindquist, D. Matchinsky, L. Milz, S. Minar, A. Mix, S. Okerlund, W. Pennings, E. Raati, B. Reents, G. Schlichting, D. Schultz, T. Schwab, N. Shatek, B. Sward, T. Tomczik, D. Vellenga

## Others present

Lisa Iverson, Lynda Wolfe

## New Business.

Lynda briefed the group on the new policy on post incident stress defusing and debriefings. She presented the policy as written, and made mention of the importance of firefighters mental health and wellbeing. Policy will be updated to our SOG.

It was made clear that we needed to have all fuel receipts turned into file box in dispatch. We need these for accurate accounting.

Cambridge Day out to be June 10<sup>th</sup>

Spring into Preparedness April 29<sup>th</sup> and attendance was encouraged.

Attendance at the Spring sectional schools was encouraged.

We demonstrated our location module on Image Trend.

It was stated that we would be closing applications Jan. 27<sup>th</sup>.

A motion was made by floor and carried to a second from the floor to accept resignation of Lentz and R. Bustrom. Carried.

## Old business

Mention was made of the Feeding the Guard and the retirees dinner.

Made some plans for the gun Raffle.

## **Call Percentage Review**

### **Review of calls**

#### **Officer Reports**

**Training** – Schedule for 2017 was touched on.

**Equipment** – Nothing New.

**Technical Rescue. Additional Training**

**PIO** –

#### **Motion to adjourn**

Motion Milz/Seconded Vellenga /Passed 1840

## **Marcia Westover**

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**From:** Julie Tooker <jtookер@preshomes.org>  
**Sent:** Friday, February 17, 2017 8:37 AM  
**To:** Julie Tooker  
**Subject:** ACT meeting Wed 3/15 2:30-4:00 PLEASE READ!  
**Attachments:** CABIN poster 2017 one logo (1).jpg

**Importance:** High

Good Friday Cambridge ACT!

There are so many great things in the works for our community with ACT focus, it is AWESOME!!

**Next Thursday, February 23<sup>rd</sup> from 9 – 10 a.m. at Cambridge Medical Center (Foundation Room),** Deb Richman from the Alzheimer's Association is presenting at the **Coffee Chat** hour on latest research findings in regards to Alzheimer's disease. Please attend this session if you are able to, I promise Deb will have an interesting and informative session.

On Wednesday, March 15<sup>th</sup> at Mill Ridge Terrace from 2:30 – 4:00 our Action Team is invited to become a Dementia Friends Champion! What does that mean for you? We will go through the one hour training together led by Kathy Gilbride from CMCOA and afterwards you will be certified to TEACH Dementia Friends any where! You can do a session with your own family, staff, neighbors, church groups, etc. YOU DECIDE. This is such a great opportunity for our group. **Please do whatever you can to attend the meeting on March 15<sup>th</sup>.**

Our new **Isanti County Resource Guides** are done and ready for continued distribution. Thanks to the Dementia Grant from the MN Board on Aging, with Isanti County Public Health! They are updated and expanded to include Isanti County. Cambridge Medical Center has a large stock of the guides for use with physicians and patients.

Isanti County Public Health just hosted two Dementia at Work trainings for city, county and business staff. The training was well received! The Dementia at Work is different from Dementia Friends as the At Work program focuses more on the environment and customer service. If you want to learn more about Dementia at Work, look it up on the website at: <http://www.actonalz.org>

We are on the books at Dist. 911 Community Ed for **Dementia Friends** training for our community on Thursday, May 11<sup>th</sup> from 2:00 – 3:30 and Thursday, May 18<sup>th</sup> from 7:00 – 8:30. The sessions will be taught at the Adult Basic Education building (the old Armory by the

High School). So watch for the information in the upcoming Community Ed brochure coming out this spring.

We are still looking for an opportunity to start up the **Memory Café** for the Cambridge area. Vicki Ostrom has been working tirelessly to search out some grant dollars for this project. If you are aware of some funding opportunities to make this happen, please give me a call. We know there are many folks that would benefit from this ongoing social event where the caregiver and receiver attend together and visit with others in a similar situation with some activities, refreshments and conversation.

The East Central Regional Library recently added some **Reminisce Kits** to their shelves to complement the **Brain Fitness Kits** that ACT on Alzheimer's funds purchased. Please check out the press release in this week's edition of the **Isanti County News** regarding these kits. Please consider checking them out! These are a great gift to our community and all you need to enjoy them is a library card. 😊

Jayne Mund is continuing to teach Dementia Friends in the community and has recently connected with the Anoka Ramsey Community College nursing students. We appreciate all the work you do for ACT on Alz, Jayne.

I could keep going with updates, but I am saving some of them for when we meet on 3/15. 😊 Looking forward to seeing you then and hopefully before that!

If you are out and about on Sunday, please consider stopping by Mill Ridge Terrace between 10 -3. GracePointe Crossing is hosting the **Cabin Fever Art Show** (a collaboration with Cambridge Center for the Arts). There are 20 artists setting up for this event and will have jewelry, photography, watercolors, pottery, graphite art, and many other types of art for sale and show.

The event is free and open to the public.

As always, thank you for your commitment to our community to continue to work towards Isanti County dementia friendly. Together, we are better!

Fear less, love more!

Julie

*Julie Tooker*  
Community Relations Director  
GracePointe Crossing  
135 Fern Street North

Cambridge, MN 55008  
763-691-6192

*"Our mission is to honor God by enriching the lives and touching the hearts of older adults."*

*Love one another*

"So now I am giving you a new commandment: Love each other. Just as I have loved you, you should love each other." John 13:34



TOWNHOMES | SENIOR APARTMENTS | ASSISTED LIVING | MEMORY CARE | RESPITE | SHORT TERM CARE | LONG TERM CARE



<http://www.gracepointecrossing.org>

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**PARKS, TRAILS, AND RECREATION COMMISSION  
MEETING MINUTES  
Tuesday, December 13, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held at Cambridge City Hall, 300 – 3<sup>rd</sup> Avenue NE, Cambridge, Minnesota.

**Members Present:** Chair Kelli Klossner, Lisa Iverson (City Council Representative), Barry Wendorf, and Jack Nelson (Youth Representative). Mark Ziebarth arrived at 7:07 pm.

**Members Absent:** Jennifer Fuhol and Thea Lowman

**Others Present:** Community Development Director Marcia Westover

**CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Klossner called the meeting to order at 7:00 pm and led the Commission in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Iverson moved, seconded by Wendorf, to approve the agenda as presented. Motion carried 4/0.

**APPROVAL OF MINUTES**

Wendorf moved, seconded by Klossner, to approve the September 13, 2016 Parks and Recreation Commission meeting minutes. Klossner noted a copy of the October 11, 2016 summary is attached however there was no quorum or minutes for that meeting. Motion carried 4/0.

**NEW BUSINESS**

**Pickleball**

Westover stated Gary Palmquist and Dick Welch of the Cambridge area Pickleball Club were present to request the City consider being the fiscal host for a pickleball grant they are applying for the City of Cambridge. Klossner asked for clarification of a fiscal host and asked if this means that basically the money comes through the City so there is someone to receive the funds and then they pay out the funds. Westover stated this is correct.

Gary Palmquist requested the City to consider being a fiscal agent for a grant they are applying for. Dick Welch gave a brief presentation of what has transpired so far, the growing popularity of pickleball, and what they will be asking for going forward as they look for more opportunities for more players for the future.

Palmquist introduced Mike Mueller who will be writing the application for an Allina Neighborhood Health Connection Grant for the Pickleball Club here in the Cambridge area. Mueller stated they are targeting two groups of people: ages 20 to 50 and age 50 and older. This would require some additional equipment, such as paddles and balls. They would also like to add benches to provide seating for those waiting to play and encourage socializing. Screening to create a windbreak and to act as a privacy barrier for the

neighbors living close by, and a kiosk including a board to post schedules and contact information were also discussed. Mueller stated the grant requires either a government organization or a nonprofit business.

Wendorf stated how great it is to see the increase in the number of people involved in pickleball. Ziebarth thanked Palmquist, Welch and Mueller for all of their work in providing a way for people in Cambridge to be active. Mr. Welch expressed their gratitude and appreciation for all the help the City has been in helping them promote and grow the sport of pickleball. Iverson also thanked them for their hard work and time donated to pickleball.

Wendorf moved, seconded by Ziebarth, to approve a motion to recommend to the City Council that the City of Cambridge act as fiscal agent for the Allina Neighborhood Health Connection Grant should the Pickleball Club receive the grant money. Motion passed 5/0.

### Long Range Plan Discussion

Westover gave a brief summary of the items listed on the 2016 Priority Ranking and Timeline for Parks Improvements. Westover asked the Commission to rank them in order of importance and give each item a guiding timeline.

Westover stated she was given a quote of \$21,000 for a splash pad which is similar to the Splash Pad in Mark Park in Princeton, MN, which expects \$5,500 in operating costs for 2017. They have a seasonal manager and seasonal staff attendants. Insurance is approximately \$1,300 more per year. Westover discussed Bankshot Sports, which is a new idea from Council Member Kirsten Conley Barfknecht, and consists of play courts for people with handicaps or autism who can't play regular sports team against team. Westover stated it is an individualized sport that you play with other kids but you are on your own and you keep your own score. A nine station basketball shoot would cost approximately \$20,000 and provides for a wide variety of users.

Klossner asked if some of the items could be separated out instead of being one large item on the priority list. Westover stated the items could be divided so priorities could be assigned to specific items. Wendorf suggested waiting to move forward with ideas for the Cambridge Isanti Walk/Bike connection until the Bike Isanti County Committee has completed a County Wide Trails and Bike Way Master Plan is complete, which is scheduled to be completed by May 1, 2017. Wendorf recommended adding a 3 basket disc golf instead of a 9 basket disc golf in Pioneer Park. Lack of parking space really limits adding any kind of a team sport here. After some discussion, the best potential location for the splash pad seems to be in Central Green north of the ice rinks. Other discussion items included a possible beach location at Joe's Lake Preserve, adding a basketball court at one of the parks, multiple uses for the hockey rinks, local interest in Fat Tire Bike trails, a multiuse field at Sandquist Park, additional pickleball courts at Central Green, and the primitive trails and potentially adding a body of water to the trail system at Joe's Lake Preserve to walk around. Commissioners expressed a desire for a map showing City owned property along with potential property to be acquired near Joe's Lake Preserve, preliminary costs for adding a beach at Joe's Lake Preserve, and more information about the Bankshot Sports play courts. Staff will provide this information for the Commissioners at a future meeting.

Klossner brought the discussion back to prioritizing the Parks Commission items. Westover stated even deciding on the top four items would help the City Council understand what the Parks Commission deems important. Ziebarth stated five themes seem to capture the top priorities: 1) Water Features, 2) Trails, 3) Programs in City Park, 4) Sports Activities for the

Disabled, and 5) Multiuse Field at Sandquist Park. Westover stated this is a good start and the commissioners can continue working on prioritizing of the Park Commission items.

**2017 Grants Update  
(Concert Series, Movies in the Park, Painting in the Park)**

Westover stated staff submitted two grant applications. The grant application for the summer concert series and the movies in the park is being reviewed next week by the Arts Council. The grant application for the painting in the park was denied. Staff will reapply for this grant in January.

**Next Month – Potential Meeting with Community Education and Outdoor Edge, etc.,  
on Programming**

Westover talked about the potential of meeting with Dan Larson, a local cross country skiing enthusiast, Chris Gibbs, a Fat Tire Bike enthusiast, and K.C. Bohn from Outdoor Edge, discussing rentals of canoes, kayaks, ski equipment, etc. The goal is to come up with ways to involve community members in trying out several sports. It is a possibility of having this discussion at the January meeting.

**OTHER BUSINESS/MISCELLANEOUS**

**City Council Update**

Westover provided an update on the last Council meeting, including a brief update on the progress with the ice hockey rinks.

**Commissioner Concerns**

Ziebarth reported that he has been serving as a Parks Commission representative on the City of Cambridge Comprehensive Plan Steering Committee. Ziebarth reported there have been some good conversations regarding interest in trails, representatives from many area businesses have attended regularly, and the next meeting is scheduled for January of 2017. Ziebarth said it was exciting to see so many people excited about Cambridge's future and this has been a great experience for him.

**ADJOURNMENT**

Wendorf moved, seconded by Larson, to adjourn the meeting at 8:27 pm. Motion carried 5/0.

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Kelli Klossner  
Cambridge Parks, Trails, and Recreation  
Commission Chair

ATTEST:

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Marcia Westover, City Planner



## **Marcia Westover**

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**From:** Marcia Westover  
**Sent:** Wednesday, February 08, 2017 2:10 PM  
**Subject:** February Parks Meeting  
**Attachments:** REV\_13Jan17\_16-139\_CommEngagementMtgs\_Flyer.pdf

Greetings,

The Tuesday, February 14, 2017 regular Parks, Trails, and Recreation Commission meeting will be CANCELLED.

Please plan to attend the community engagement meeting for the 2017 Isanti County Bikeway & Trails Master Plan on **Wednesday, February 15, 2017, at 7:00 pm** in the Cambridge City Hall Council Chambers. Please see the attached flyer for more details. This meeting will tie in nicely with the discussions we have had on some trail connections and future trail ideas. Please let me know if you have any questions.

Thank you,

Marcia Westover  
Community Development Director  
City of Cambridge  
300 3rd Ave. N.E.  
Cambridge, MN 55008  
Phone: 763-552-3207  
Fax: 763-689-6801  
E-mail: [mwestover@ci.cambridge.mn.us](mailto:mwestover@ci.cambridge.mn.us)

# ISANTI COUNTY PARKS 2017 BIKEWAY & TRAILS MASTER PLAN

Isanti County Parks is seeking your assistance in the design and direction of the 2017 Isanti County Bikeway & Trails Master Plan.

Come out and provide your invaluable insight and feedback to help direct the design of the Isanti County trail network at any of the three (3) community meetings held at the noted locations and times across the county. The goal of this project is to work with you as the Community to understand your goals to design a dynamic and comprehensive trail network for enhanced recreational opportunities.

Please refer to the Isanti County website for further information at:

[www.co.isanti.mn.us/isanti/departments/parks-and-recreation](http://www.co.isanti.mn.us/isanti/departments/parks-and-recreation)

We are looking forward to seeing **YOU** there!

**15 FEB 2017 CAMBRIDGE, MN**  
7:00P CAMBRIDGE CITY HALL

**16 FEB 2017 BRAHAM, MN**  
12:00P BRAHAM COMMUNITY CENTER

**22 FEB 2017 ISANTI, MN**  
7:00P ISANTI COMMUNITY CENTER



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126 East Superior Street | Duluth, MN  
55802  
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[www.arimn.com](http://www.arimn.com)

# TRAILS



## PLANNING COMMISSION MEETING MINUTES

Tuesday, December 6, 2016

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3<sup>rd</sup> Avenue NE, Cambridge, Minnesota.

**Members Present:** Jim Godfrey, John Klossner, Shirley Basta, Joe Morin, Chad Struss, Bob Erickson, and Robert Nelson

**Members Absent:** All Planning Commission Members Present

**Staff Present:** Marcia Westover, Community Development Director/City Planner, and Carri Levitski, Community Development Administrative Assistant

### **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Godfrey called the meeting to order at 7:00 pm and led the Commission in the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

Godfrey stated items 5B -5F, the four Public Hearings for Menards, will be done together as one Public Hearing. Klossner moved, seconded by Nelson to approve the agenda as presented. The motion carried 7/0.

### **APPROVAL OF MINUTES**

#### ***October 4, 2016 Regular Meeting Minutes***

Struss amended the minutes to add his name to two aye votes on motions made in the October 4, 2016, meeting minutes on pages 10 and 12 of the meeting packet. Staff will make these changes for the record. Struss moved, seconded by Klossner to approve the October 4, 2016 meeting minutes with the additions noted above. Motion carried 7/0.

### **PUBLIC COMMENT**

Godfrey opened the public comment period at 7:02 pm and without comments, closed the public comment period at 7:02 pm.

### **NEW BUSINESS**

#### **Public Hearing – Amending Title IX General Regulations, Chapter 95 Animals to allow Pigeons**

Carri Levitski stated staff was approached by the property owner of 1337 Taft St. S, Erwin Lopez, regarding allowing pigeons within City limits. Staff discovered the City is "silent" on allowing and regulating pigeons. Mr. Lopez stated he contacted the City prior to moving to Minnesota and was told he could have pigeons. Staff has no record of this conversation. Mr. Lopez has requested the City of Cambridge allow pigeons.

Levitski stated the first week of November, staff started receiving numerous complaints regarding a property owner placing several "chicken coops" in their backyard. Staff met with Mr. Lopez and he explained they compete in sporting events involving a breed of domesticated pigeons called "Birmingham Rollers" AKA "Rollers". Rollers perform backward somersaults in flight.

Levitski reported that staff asked many cities if they allowed pigeons. Out of the cities that responded: 6 do not allow pigeons, 7 allow them but only in rural areas, 10 allow them in residential areas, and 9 cities were "silent" in their City Code regarding pigeons. Staff reached out to the American Racing Pigeon Union and was sent information regarding domesticated pigeons along with a model ordinance. Staff took that model ordinance and amended it based on other city ordinances and staff concerns. Levitski pointed out concerns expressed by the public including noise, disease, loose birds, loft aesthetic, cleanliness of the birds and/or loft(s), and attraction of wild animals if the birds are kept in an outdoor loft, to name a few.

Levitski stated staff is requesting the Commission discuss whether they would like to recommend allowing pigeons within the City limits of Cambridge. If the Commission recommends the City allow pigeons, staff recommends approving Ordinance "A". Attorney Squires has reviewed and approved the proposed ordinance as written. If the Commission doesn't recommend allowing pigeons, the Code must define pigeons as farm animals and Ordinance "B" would need to be forwarded to City Council.

Godfrey brought the discussion before the Commissioners. Nelson asked what would happen if the City remains silent on this issue. Levitski responded the City could not regulate or prohibit pigeons and would have no control over citizens bringing them on to their property. Klossner asked if the complaints came first or if Mr. Lopez approached the City asking about regulations. Levitski stated complaints came in first and when staff contacted Mr. Lopez, he stated he had contacted someone at the City before purchasing the lot and moving the pigeons in, a conversation staff has no record of. Basta inquired whether the pigeons were currently in the buildings. Levitski stated at this time, there are pigeons in the garage.

Godfrey opened the public hearing period at 7:06 pm.

Jennifer Klemz, 1367 Taft St. S., Cambridge, MN stated Mr. Lopez did have the pigeons in the coops, they were often out flying all over, swooping down on neighbors, perching on her roof and making a mess. Klemz stated one of her neighbors found dead pigeons in their yard. Klemz stated Mr. Lopez has 150 pigeons, breeds them, they are very loud, the coops are big and are an eye sore, the pigeon eggs attract coyotes, skunks,

mice, and they are dirty. Klemz asked why the City would consider allowing pigeons when the City does not allow chickens, which requires 10 acres, and do not fly around the neighborhood.

Deb Miller, 1336 Taft St S., Cambridge, MN, stated after reading the staff report in the Planning Commission packet, it sounded like this is a wonderful thing and that Cambridge should allow pigeons within the City limits. Miller stated that if every residence within 350 feet of 1337 Taft St. S., which totals 118 properties, were allowed to have 40 pigeons per residential lot that would equal over 4,000 pigeons just in their neighborhood alone. Miller stated there are negatives to be considered including diseases such as pigeon breeders lung, scarring of lungs, difficulty breathing and occasionally can be fatal.

Rick Reando, 1306 Taft Street S, Cambridge, MN, stated he does not want to see pigeons here in the City limits because of the mess that would be created and the noise would be terrible.

Godfrey closed the public hearing period at 7:16 p.m.

Klossner stated he has the same issues with pigeons as he had when they tried to allow chickens within the City limits; they are noisy, messy, and he personally doesn't want them in the City.

Klossner moved, seconded by Basta, to recommend adopting Ordinance Option B to classify pigeons as farm animals and therefore not permit pigeons within the City limits of Cambridge. Godfrey questioned classifying them as sheep, cows, ducks, swine, clearly those are farm animals and asked if there is another category pigeons would fit into? Levitski clarified that farm animals would be the proper classification for them for the purpose of the City code and, according to staff research with other cities, they are classified as farm animals and defined as pigeons. Levitski stated they are not fowl; they are a bird of their own.

Morin stated he understood having a reasonable amount of pigeons as they can be well trained but don't make a lot of noise, are raced, rollers can be trained to do tricks, the military have used them in reconnaissance work and used pigeons to take pictures and gather data. Morin stated he is not in favor of allowing them in residential areas and rural areas would make more sense.

Nelson stated the City regulates the number of dogs a household can have; can we regulate the number of pigeons a household can have? In looking at this case, this person is a breeder; he is not someone with three kids raising pigeons for a 4-H project. Levitski explained the reason behind allowing 40 birds; for tournaments using Birmingham Rolling pigeons, pigeon owners use kits in tournaments so it would make sense to allow two kits per household which is typical for the sport.

Godfrey asked if the Commissioners adopt Ordinance B, what happens next with that property? Levitski replied staff will forward the Commission's recommendation to City Council and if Council upholds their recommendation, Mr. Lopez would be notified that pigeons are not allowed within the City limits, and staff would work with them on a timeline to remove the lofts and the pigeons from the premises. Levitski stated if you do want to move forward with this motion, she asked if the Commission would amend the motion to include adding the definition of pigeons.

Klossner moved to amend the motion to include the definition of pigeon identified in Ordinance Option A, Basta approved amending the motion. The motion passed unanimously, 7/0, and will be forwarded to City Council for their review on December 19, 2016.

**Public Hearing: Menard, Inc. - Planned Unit Development and Zoning Map Amendment**

**Public Hearing: Menard, Inc. – Future Land Use Amendment**

**Public Hearing: Menard, Inc. – Vacation of Easements**

**Public Hearing: Menard, Inc. – Preliminary Plat Request for Menard 2<sup>nd</sup> Addition**

**Menard, Inc. – Final Plat Request**

Godfrey introduced the four Menard, Inc. Public Hearings, Items 5B – 5E, along with the Final Plat request, and stated one combined public hearing will be held.

Morin stated he would like to recuse himself from this discussion as he lives within 300 feet of the development and wants to avoid a conflict of interest as this decision would affect his property values. Godfrey stated that Morin would be in the audience as a citizen rather than as a Commissioner.

Westover stated Menard, Inc. is in the process of expanding all of their stores to offer more covered storage space for their product. The proposal for Cambridge is to build a new 19,540 square foot warehouse behind the existing warehouse. In order to do this, the stormwater pond to the south of their building needs to be reconfigured and moved.

Menard, Inc. recently purchased additional land from the county that was in tax forfeiture. The land they purchased is defined Lot 1, Block 1, Lot 1, Block 2, and Outlot O Parkwood on the Lakes 3<sup>rd</sup> Addition. The plan is to use part of this land for the pond to make up for the stormwater runoff volume that they are filling with the expansion of the warehouse. The repositioning of the pond does not encompass all of the land recently purchased. The remainder will be left as a townhome lot as originally proposed in the Planned Unit Development (PUD) of Parkwood on the Lakes.

In order to accomplish the building and pond expansion, an amendment to the original Parkwood on the Lakes Planned Unit Development is needed. The final plan and PUD was approved by Council on August 18, 2003 and is subject to the Development Agreement dated September 23, 2003. An amendment to the PUD needs to occur to remove one townhome lot and replace it with the new portion of the pond. Along with the Planned Unit Development will be a zoning amendment. The existing zoning for the lot is R-3 Multiple Family Residence district. An amendment to B-2 Highway Business district needs to occur. Since the land is adjacent and contiguous to the existing B-2 zoning district that Menards is in, staff recognizes this as an acceptable request. In addition, a Future Land Use Map amendment needs to occur to amend the land from residential to commercial.

All of the land must be combined into one lot for the expansion project. A preliminary and final plat have been presented combining all of the land into one lot for the Menards property and an outlot for the pond. The one remaining townhome parcel not needed for the pond was left as a separate lot for future development. As part of the preliminary and final plat process, some existing easements need to be vacated and new easements put in place with the new plat. Therefore, an easement vacation has been requested and the new easements have been shown on the proposed final plat.

Menard, Inc. has also applied for the administrative Site Plan Review process. Staff has reviewed the plans concerning the engineering, planning, and preliminary fire and building review. Westover stated there is a small issue with the pond design. Our City Engineer and Menard's Engineer are working very closely on the calculations and it is almost resolved. Westover asked the Commission to add a condition on all of the Menard, Inc. resolutions in the packet that the approvals are subject to final approval of the Stormwater plan by the City Engineer.

Struss asked if amending the zoning for one parcel, has the City historically done this with other parcels for other businesses or is this new? Westover stated yes the City has done this before.

Godfrey asked if this is still a Planned Unit Development (PUD)? Westover stated it currently is and we are making an amendment to it to allow the pond on the easterly portion of that lot. Godfrey asked if the Menard's lot is currently in a PUD? Westover stated no, Menard's itself is not.

Klossner stated then the townhome parcel that is left, is the idea that parcel will be sold and someone will build a townhome on it. Westover stated that is her understanding. Westover stated the applicant is here and the Commissioners might want to ask him that question.

Godfrey opened the public hearing period at 7:32 pm.

Tyler Edwards, 5101 Menard Drive, Eau Claire, WI, Real Estate Representative from Menard's, addressed the Commissioners. About a year ago, Menard's got a notice that two townhome lots in Cambridge were up for sale. Historically, Menard's is known as a large land owner and when property near their lots comes up for sale, they buy it. Menard's presently owns the whole subdivision across the street from the store. So it's not too much of a stretch for Menard's to own a multifamily lot here in Cambridge. Not knowing this project was coming up, and across the whole Menard's board nationwide, we are expanding and remodeling Menard's stores, keeping them consistent with the times, space for indoor storage, space for internet sales pickup, etc. There is an exterior component and an internal remodeling and restructuring component of this project, which comes a little while after the exterior work is done. The Cambridge store is 15 years old and needs a second drive through warehouse aisle, almost identical to what is already there. It's the same type of structure, the same height, and the same width. Menard's is actually taking some materials stored outside and some materials stored inside the store, adding a little more to what we store there and putting it inside the new warehouse. So by restoring what we already have at the store, we are not going to be adding more trucks coming to the store, not going to be adding more customer traffic. We really are just delivering a better product, having more product on hand, and making it a little bit simpler for us.

The hard part is the fact that the site is very constrained. At some locations, we can just add onto the end of the warehouse or maybe there is field nearby they can buy. That's not the case here. It actually worked out that there is a townhome lot that we owned that we could utilize for a pond area because we have to fill part of our pond to put the new warehouse in. Then that leaves the other lot which we will have for sale just like our lots across the street and hopefully someone will buy and build and match what is up there today.

Joe Morin, 1900 Loop S, Cambridge, MN, stated he and his wife are against this basically because it is already a traffic problem in this area. The drivers that are picking up and dropping off at Menard's come down Flanders Street now and miss their entrance and they go into the residential area and turn around. Or they back up Flanders Street now and cause traffic to divert and cause a traffic nightmare. Or they try to make a U-turn in that intersection up towards Alaska Loop, back into Roosevelt and then go back north on Alabama Street which causes all kinds of traffic headaches. Sometimes they go around Loop and then go back out on to Flanders.

Morin stated Menard's new warehouse is going to be located within 100 feet of the residences there now. It's going to devalue the properties of the people in the ten-plexes and everyone in the townhome development. With the property value decreased, the increased noise, and the increased lights, Morin stated he doesn't see it as a value to the citizens of Cambridge.

Karen O'Bryan, 33153 Flanders St NE, Cambridge, MN, stated many semi-trucks miss the entrance to the Menard's parking lot and then can't find a place to turn around in the residential area. In the winter when it is snowing, O'Bryan has seen several of the white



Menard's trucks backing up quite a distance on Flanders Street which could cause an accident. O'Bryan talked to the managers at Menard's and WalMart and asked them if they could place a sign so the semi truck drivers could more easily see the place to turn into the parking lot. There was a small sign placed at this point but it is not big enough for drivers to see. O'Bryan suggested a bigger, possible flashing sign be placed at the parking lot entrance.

Godfrey requested Westover read a letter into the record since the author could not attend the meeting. Westover read the letter from Cheryl Morin, 519 Taft Loop S. The letter is part of the permanent record at City Hall.

Dawn Edlund, 345 Roosevelt St. S., Cambridge, lives in the townhomes near Menard's and has lived there 6 years. Edlund stated, "As far as noise and light, we have more problems with from Walmart than Menard's. Once in a while they will hear noise from Menard's early in the morning but the major noise comes from Walmart, midnight or 1:00 am, forklift noise and people yelling. Walmart lights are much brighter than from Menards. Edlund asked if the pond is going to be like it is now, grown up with pine trees around it? If so, there will be no problems with geese. Edlund said several cars have been parked for long periods of time on this property and should be parked in the parking spaces at the townhomes."

Godfrey closed the public hearing period at 7:46 pm.

Godfrey asked Westover about the pond plan and to clarify they are still working on details. Westover stated that at the time, the pine trees were likely installed because of the City's landscape requirements so we would expect that the same number of trees be replanted and believed this requirement is still in the plans.

Edwards stated Menard's like to reuse existing trees as much as possible. They use the tree relocation equipment and move them on to the new edge. If that is not possible, Menard's will replace them with a 6 to 8 foot tall similar species of trees.

Edwards addressed the issue of truck traffic. Edwards stated there are designated turn lanes and the Menard's building and the Menard's parking lot are both very apparent. Edwards stated he will ask the manufacturing and shipping personnel to mention this to their truck drivers. Edwards stated there will be no new lights added. The lights all face toward the store and are angled that way so the lights do not spill over the property line. As far as property value and noise, the Menard's building was there before the other property was purchased. Edwards stated the new ponding area will match the existing conditions as much as possible to try to control the geese.

Godfrey brought the discussion to the Commissioners for questions, comments or motions.

Nelson commented on the geese and why a pond with cover would be more difficult for the geese to enter. Nelson expressed he hoped the pond will be L-shaped and a

continuation of the same type of cover. Nelson mentioned there is a pond behind WalMart that is not nicely covered like Menard's is and he wondered why.

Westover stated this is likely part of landscaping requirements.

Struss stated for clarification that there is no new materials being shipped to this store so the amount of traffic won't increase or decrease with regard to this. Edwards responded they do not anticipate additional semi trips to the store or a lot of new customer traffic to the store. This project consists of reorganizing what is onsite today, what is in the store and shifting it around.

Klossner stated the largest concern he is hearing is that semi drivers are operating their vehicles in places they shouldn't and perhaps in an unsafe manner. Klossner stated that keeping the store the same size or adding a bit to it isn't going to change that. Klossner suggested asking the police chief to do some targeted law enforcement at this location.

Godfrey asked if it is possible to put a large sign, like a truck route sign. Edwards stated it would be fine according to Menard's but he wondered if it met the zoning ordinance. Morin stated the City already put up a sign at Flanders and Second.

Nelson suggested putting a weight limit on the street going south beyond the Menard's turn. Klossner stated he doesn't see how the drivers miss the turn.

Erickson stated that the lot Menard's would like to put a building on is zoned multifamily. At the time surrounding neighbors bought their property, they thought this lot would be residential.

Basta asked what would Menard's do if this was not approved? Edwards stated eventually the store becomes obsolete and it gets moved unfortunately.

Nelson stated nothing will really change for the townhomes' view to the north. The townhomes to the west will see a change because presently there is not a tree in their view all the way to Opportunity Blvd. where there will be trees.

Klossner moved, seconded by Nelson to approve the draft ordinance recommending approval of the Planned Unit Development and Zoning Map amendment, with the condition that the approval of these are subject to final approval of the Stormwater plan by the City Engineer. Motion carried unanimously 7/0.

Nelson moved, seconded by Klossner to approve the draft ordinance recommending approval of the Future Land Use Map amendment with the condition that the approval of these are subject to final approval of the Stormwater plan by the City Engineer. Motion carried unanimously 7/0.

Nelson requested staff to discuss the vacation of easements. Westover stated whenever there is a new plat created with boundary line adjustments, the old lot lines get moved and the old drainage and utility easements need to be vacated and moved. These will be vacated and removed and be reinstated with the new plats and they are shown on the new plats. They are in compliance.

Godfrey questioned the possible irrigation pipe.

Westover stated there is an irrigation line and a meter that extends from the Parkwood Townhomes out to the west on the parcel now owned by Menard, Inc. The irrigation line and meter is all privately owned and installed. It will be an issue for the Parkwood Townhomes Association and Menard's if Menard has to move the pond, then Parkwood Townhomes Association is probably going to want that relocated. City staff went out and looked and the line may be close enough to the sidewalk that potentially wouldn't affect it.

Edwards stated as far as he knows, he doesn't think the Townhomes Association has an easement for the irrigation line on our lot which they would need.

Godfrey suggested adding a condition. Klossner added Menard's resolve to the satisfaction of both parties or move or figure out if it even needs to be moved or addressed where it needs to be concrete language.

Struss asked should we put a contingency on that since the City is not involved and is between two private parties.

Erickson stated he thinks it is best left out.

Erickson moved, Struss seconded to recommend approval of the easement vacations as presented. Motion passed unanimously, 6/0.

Godfrey brought items 5E and 5F, preliminary and final plat, for discussion.

Nelson moved, seconded by Struss, to recommend the City Council approve the preliminary and final plats with the condition that the approval of these are subject to final approval of the stormwater plan by the City Engineer. Motion carried unanimously, 6/0.

## **OTHER BUSINESS / MISCELLANEOUS**

### ***City Council Update***

Godfrey welcomed Commissioner Morin back up for discussion. Westover gave an update to the Commission.

### ***Parks, Trails, and Recreation Commission Update***

Westover gave an update on the parks projects.

**ADJOURNMENT**

Klossner moved, seconded by Morin, to adjourn the meeting at 8:08 pm. The motion carried 7/0.

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Godfrey  
Cambridge Planning Commission Chair

ATTEST:

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Marcia Westover  
Community Development Director/City Planner

DRAFT

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Meeting Announcement and Agenda of the Cambridge Planning Commission  
City Hall Council Chambers  
Regular Meeting, Tuesday, March 7, 2017, 7:00 pm

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Members of the audience are encouraged to follow the agenda. When addressing the Commission, please state your name and address for the official record.

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**AGENDA**

1. Call to Order and Pledge of Allegiance
2. Organizational Meeting
  - A. Council's appointment of Julie Immel, Brandon Grell, and Mike Stylski for 3 year terms
  - B. Councilmember Kersten Conley to serve as Council representative
  - C. Election of Chairperson, Vice Chairperson and Secretary
3. Approval of Agenda (p. 1)
4. Approval of Minutes
  - A. December 6, 2016 Regular Meeting (p. 3)
5. Public Comment: For items not on the agenda; speakers may not exceed 5 minutes each.
6. New Business
  - A. **PUBLIC HEARING** - Re-zoning of proposed Annexation of parcel 03.033.0600 (Cambridge Township) along 16<sup>th</sup> Ave SE (p. )
  - B. Re-zoning of Annexed parcels along Main St. S. and 16<sup>th</sup> Ave SE (tabled from the October 4, 2016 Planning Commission meeting) (p. )
  - C. Member List-Review the member list to assure all information is correct and up to date (Handout at meeting)
  - D. 2017 Schedule (p. )
  - E. Commission Bylaws (p. )
  - F. Planning Commission Section 32.20 (p. )
  - G. Comprehensive Plan Update (p. )
7. Other Business/Miscellaneous
  - A. City Council Update
  - B. Parks, Trails, and Recreation Commission (PTRC) Update
8. 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.

**Minutes from November 14, 2016**

Call to order and welcome to guests Joe Morin

Members in attendance:

<input type="checkbox"/> Eric Anderson	<input type="checkbox"/> Joe Morin
<input checked="" type="checkbox"/> Kelly Anderson	<input checked="" type="checkbox"/> Warren Thunstrom
<input checked="" type="checkbox"/> Kelli Jasper Klossner	<input checked="" type="checkbox"/> Lynn Wedlund
<input checked="" type="checkbox"/> Dave Maurer	<input checked="" type="checkbox"/> George Wimmer
<input checked="" type="checkbox"/> Erika Zdon	<input checked="" type="checkbox"/> Randella Swanson
<input checked="" type="checkbox"/> Lucas Lamb	

Minutes recorded by Kelli Jasper Klossner

October Community Education Advisory Council minutes were approved: Motion by Lynn Wedlund, second by George Wimmer. Minutes were approved.

**Reports:**

- George reported that Allina will take possession of their new building in March
- Dave mentioned the work done by a team researching a new registration software. The goal will be to switch over to this at a time that is convenient for staff and for customers.

**Staff Report:** No staff report

**New Business:**

- We welcomed out two new student representatives.
- Early Childhood Focus Group update: The Focus group met on November 3<sup>rd</sup> and will be bringing forth two recommendations, and will share information with the Facility Study Focus team.
  - Teaching and Learning and Community Education Early Childhood Staff will work together to align curriculum and assessment.
  - Hire at least one full time year round outreach position.
  - The space needs for the "ideal early childhood program" will be shared with the Facility Study Focus Team.
- Facility Focus Group update: Dave, Lynn, and Lucas updated the council on two of the discussion items that the group is working on.
  - One item is the Early Childhood space. The plan is to keep programs at each primary school. The work needing to be done is to determine the space that is needed and where they will fit in the schools.
  - A second item is the two older buildings. CIS and IMS

- Participating/non participating: Dave will be sending a letter to both cities and to the townships in December.
  
- Community Education website:
  - The Flyer Backpack is live.
  - There was more discussion about items that could still be done to improve the ease of the site. One is a “register here” button for people who know exactly what they want to register for. Another is adding a search button. Dave will pass these on to the appropriate staff person.

Erica Zdon motioned that the meeting be adjourned at 5:47 p.m. George Wimmer seconded the motion. Motion passed.

Next Meeting: January 9<sup>th</sup>, 2017 at the Education Service Center.

**Community Education Advisory Council Meeting  
January 9<sup>th</sup>, 2017  
Education Service Center**

Members: Joe Morin, George Wimmer, Eric Anderson, Lynn Wedlund, Erika Zdon, Kelly Anderson, Kelli Jasper Klossner, Warren Thunstrom, Randella Swanson, Lucas Lamb, Dave Maurer

- |  |     |            |
|--|-----|------------|
| <input type="checkbox"/> Call to order and welcome to guests | Joe | Procedural |
| <input type="checkbox"/> Approve November minutes            | Joe | Approval   |

Reports (comments or questions on the written reports)

- Open forum for members

Staff Report: No staff report

**New Business:**

- |   |      |             |
|---|------|-------------|
| <input type="checkbox"/> 6 month budget review              | Dave | Update      |
| <input type="checkbox"/> New registration software          | Dave | Update      |
| <input type="checkbox"/> Early Childhood focus group update | Dave | Information |
| <input type="checkbox"/> Facility focus group update        | Dave | Information |
| <input type="checkbox"/> CE Web site                        | Dave | Input       |
| <input type="checkbox"/> .                                  |      |             |
- Other quick updates:
    - Participating non participating: The letter was sent in December. No feedback to date.
    - Looking at two grants for the Hardy Center in FY18. One would be for an artist in residence to have a jazz musician work with the Jazz Band members in our schools.

Next Meeting: February 13<sup>th</sup>, Isanti Intermediate School, Media Center

**Reminder everyone is an ambassador for the Cambridge-Isanti Community Education Program**



## Marcia Westover

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**From:** Marcia Westover  
**Sent:** Tuesday, February 28, 2017 4:38 PM  
**To:** Marcia Westover  
**Subject:** FW: Highway 95 Design Task Force Meeting on March 7th

**From:** Marcia Westover  
**Sent:** Tuesday, February 21, 2017 11:21 AM  
**To:** Bob Burn <[robert.burn@bnsf.com](mailto:robert.burn@bnsf.com)>; Bob Guetschoff <[rguetschoff@msn.com](mailto:rguetschoff@msn.com)>; Bob Rogers <[brogers@sehinc.com](mailto:brogers@sehinc.com)>; Cindy Baker <[cbaker@cortecvci.com](mailto:cbaker@cortecvci.com)>; Claudia Dumont ([claudia.dumont@state.mn.us](mailto:claudia.dumont@state.mn.us)) <[claudia.dumont@state.mn.us](mailto:claudia.dumont@state.mn.us)>; Donald Lewis <[donald.lewis@anokaramsey.edu](mailto:donald.lewis@anokaramsey.edu)>; Grant Wilsey <[gbwilsey@midco.net](mailto:gbwilsey@midco.net)>; Greg Carlson <[gcarlson@preshomes.org](mailto:gcarlson@preshomes.org)>; Jim Hall <[jhall@sehinc.com](mailto:jhall@sehinc.com)>; Jon Ward <[jon.ward@alinna.com](mailto:jon.ward@alinna.com)>; Lisa Iverson (AOL) <[lisaanniverson@aol.com](mailto:lisaanniverson@aol.com)>; Loren W. Davis <[sales@diversifiedbronze.com](mailto:sales@diversifiedbronze.com)>; Lynda Woulfe <[LWoulfe@ci.cambridge.mn.us](mailto:LWoulfe@ci.cambridge.mn.us)>; Marcia Westover <[MWestover@ci.cambridge.mn.us](mailto:MWestover@ci.cambridge.mn.us)>; Mark Anderson <[manderson@impactconnects.com](mailto:manderson@impactconnects.com)>; Marlys Palmer (iCloud) <[marley0811@icloud.com](mailto:marley0811@icloud.com)>; Melissa Bettendorf <[melissa@north65chamber.com](mailto:melissa@north65chamber.com)>; Oslund, Dave ([davidjoslund@gmail.com](mailto:davidjoslund@gmail.com)) <[davidjoslund@gmail.com](mailto:davidjoslund@gmail.com)>; Raymond Queener ([rqueener@c-ischools.org](mailto:rqueener@c-ischools.org)) <[rqueener@c-ischools.org](mailto:rqueener@c-ischools.org)>; Representative Brian Johnson <[rep.brian.johnson@house.mn](mailto:rep.brian.johnson@house.mn)>; Rick Olseen <[rick.olseen@mail.house.gov](mailto:rick.olseen@mail.house.gov)>; Robert Voss ([robert.voss@ecrdc.org](mailto:robert.voss@ecrdc.org)) <[robert.voss@ecrdc.org](mailto:robert.voss@ecrdc.org)>; Senator Sean R. Nienow <[sen.sean.nienow@senate.mn](mailto:sen.sean.nienow@senate.mn)>; Susan Morris <[Susan.morris@co.isanti.mn.us](mailto:Susan.morris@co.isanti.mn.us)>; Terry Humbert <[terry.humbert@state.mn.us](mailto:terry.humbert@state.mn.us)>; Tim Bliss <[tbliss@cortecvci.com](mailto:tbliss@cortecvci.com)>; Todd Blank (SEH) <[tblank@sehinc.com](mailto:tblank@sehinc.com)>; Todd Schwab <[TSchwab@ci.cambridge.mn.us](mailto:TSchwab@ci.cambridge.mn.us)>  
**Subject:** Highway 95 Design Task Force Meeting on March 7th

Greetings,

A meeting to update the task force will be held on Tuesday, March 7<sup>th</sup>, 2017, at 3:30pm in the Cambridge City Hall Council Chambers. More information will be sent to you in the next week or so prior to the meeting.

Thank you,

Marcia Westover  
Community Development Director  
City of Cambridge  
300 3rd Ave. N.E.  
Cambridge, MN 55008  
Phone: 763-552-3207  
Fax: 763-689-6801  
E-mail: [mwestover@ci.cambridge.mn.us](mailto:mwestover@ci.cambridge.mn.us)



Highway 95 (Downtown Cambridge)  
Task Force Meeting  
January 17, 2017  
5:00 p.m.  
Cambridge City Hall

- I. Highway 95 Project Background and Study Recap
- II. Underpass Feasibility Analysis Update
  - A. Updated Conceptual Design
    - 1. Revised Project termini (Birch Street to Fillmore Street)
      - a. 4-lane expansion to Main Street (with transition back to 3-lane west of Main St.)
      - b. MnDOT Reconstruction Project west of Birch Street
    - 2. Highway 95 and Buchanan Street profiles
    - 3. Shared thru/right turn lane to narrow the corridor width & control costs
    - 4. Public street and private property access modifications
    - 5. Estimated right-of-way impacts
  - B. Ongoing BNSF Coordination
    - 1. Underpass concerns (temporary shoofly track construction, long-term operations)
    - 2. Next Steps (meeting with BNSF on January 18th)
  - C. Further Underpass Feasibility Analysis
    - 1. Geotechnical Investigations
      - a. MnDOT Foundations Unit coordination
      - b. Recommended soil boring program (Feasibility Phase and Pre-design Phase)
    - 2. Phase II Contamination Investigations
      - a. MnDOT OES (Contamination Unit) coordination
      - b. Recommended Phase II scope
  - D. Revised Preliminary Design & Environmental Review Phase
    - 1. New Level 1 Geometric Layout
    - 2. Revised Preliminary Drainage Plan
      - a. High groundwater and likely need for permanent pumping
      - b. Coordination with MnDOT Reconstruction Project west of Birch Street
    - 3. Development of a Preliminary Bridge Plan
    - 4. Modify Preliminary Cost Estimates
    - 5. Prepare Revised Environmental Assessment Worksheet (EAW)
- III. Future Public/Agency Outreach

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## Highway 95 Design Alternatives – Comparison Matrix

Assessment Criteria	Highway 95 (Cambridge) Design Alternative	
	Extend 4-lane section from Emerson to Main Street with at-grade crossing of the BNSF corridor	Extend 4-lane section from Emerson Street to Main Street with an underpass of the BNSF corridor
Traffic Operations	<ul style="list-style-type: none"> <li>Added roadway capacity would improve traffic operations and accommodate future traffic growth.</li> <li>Backups will continue to occur when trains block the at-grade crossing. Modeling shows that under the No-Build condition traffic backs up to 5 blocks and it takes approximately 20 minutes for PM peak hour traffic to return to normal conditions following a 4 minute closure due to a train blocking TH 95. Under the 4-lane condition, modeling shows traffic backups only 1-2 blocks and are quickly cleared (approx. 5-6 minutes) as a result of the added capacity.</li> </ul>	<ul style="list-style-type: none"> <li>Traffic operations on TH 95 and the local system are optimized with the underpass as vehicles are no longer effected by trains blocking the highway corridor, which causes backups along TH 95 that can spill back several blocks and impact surrounding intersections in the downtown area (e.g. Main St, Buchanan St, Cleveland St).</li> </ul>
Safety	<ul style="list-style-type: none"> <li>New expanded (10') walks would be added to both sides of Highway 95.</li> <li>Existing at-grade crossing of BNSF corridor remains for vehicles/pedestrians with cantilever signals/gates.</li> <li>The current exposure rate at the crossing (13,800 ADT x 12 trains = 165,600) is below MnDOT's threshold for grade separation of 300,000 daily auto-rail conflicts.</li> <li>Emergency response may be adversely affected by trains blocking the highway and their ability to respond to calls east of the RR corridor.</li> </ul>	<ul style="list-style-type: none"> <li>New expanded (10') walks would be added to both sides of Highway 95.</li> <li>Grade separating the highway and rail corridors is a safety improvement for vehicles, pedestrians, and trains.</li> <li>Emergency response will be improved during times when trains are crossing the TH 95 corridor as the rail/highway corridors are grade separated.</li> </ul>
BNSF RR Bridge & Retaining Walls	<ul style="list-style-type: none"> <li>Not applicable</li> </ul>	<ul style="list-style-type: none"> <li>Substantial construction and long-term maintenance of a bridge and retaining walls along Highway 95 and Buchanan Street is required. BNSF has indicated that they would own the track and rail-bed, but not the bridge.</li> <li>The BNSF desired future bridge width (approx. 80') results in roadway grades and parcel impacts along TH 95 and Buchanan Street that are unacceptable to the City.</li> </ul>

**Highway 95 (Cambridge) Design Alternative**

Assessment Criteria	Highway 95 (Cambridge) Design Alternative	
	Extend 4-lane section from Emerson to Main Street with at-grade crossing of the BNSF corridor	Extend 4-lane section from Emerson Street to Main Street with an underpass of the BNSF corridor
Estimated Property Impacts	<ul style="list-style-type: none"> <li>• 8 residential relocations and 3 partial acquisitions.</li> <li>• 7 commercial relocations and 4 partial acquisitions.</li> <li>• Access/driveway impacts to Kelsey Law (1 access point).</li> </ul>	<ul style="list-style-type: none"> <li>• 9 residential relocations and 2 partial acquisitions.</li> <li>• 8 commercial relocations and 6-7 partial acquisitions due to retaining walls on TH 95 and grades along Buchanan St.</li> <li>• Access/driveway impacts to at least 5 commercial sites: Cortec, Kelsey Law (2), Peoples Bank (2), City Center Market, Auto Value (extent of impact not fully known).</li> </ul>
Utilities – including storm sewer, sanitary sewer, watermains, gas, electric, and fiber optic.	<ul style="list-style-type: none"> <li>• Utilities would be relocated as necessary and would remain at depths similar to existing conditions.</li> </ul>	<ul style="list-style-type: none"> <li>• Utilities would be relocated behind the retaining walls and reconstructed utilities would be placed at depths similar to existing conditions. A sanitary sewer line along Buchanan Street would likely need to be relocated behind the retaining wall on the Peoples Bank property.</li> </ul>
Pedestrian Accommodations	<ul style="list-style-type: none"> <li>• Accommodates east-west pedestrian movements with new 10' walks on both sides of TH 95, but still requires an at-grade crossing of the BNSF RR corridor. Independent pedestrian gates would be added. All pedestrian facilities will meet ADA requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• While also accommodating east-west pedestrian movements, this alternative grade separates pedestrians from having to cross the BNSF RR corridor. Walks may need to be benched through the underpass area to maintain ADA compliant grades (5% or less). Intersection grades at Buchanan &amp; Cleveland will meet ADA standards.</li> </ul>
Contaminated Soil/Groundwater	<ul style="list-style-type: none"> <li>• Encountering soil contamination is possible as this alternative will impact both the Valder's Vehicle site and BNSF corridor. However, the extent of excavation is minimal compared to the underpass alternative.</li> <li>• Costs associated with contaminated soil:               <ul style="list-style-type: none"> <li>- 1,250 cy x 1.5 = 1,875 tons</li> <li>- \$35/ton tipping fee = approx. \$65,000</li> <li>- Trucking/transportation costs: \$15,000</li> <li>- Estimated soil contamination costs = \$80,000<sup>a</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Requires substantial excavation, handling, and treatment of contaminated soil and groundwater.</li> <li>• Provides an opportunity to partially clean up known soil and groundwater contamination.</li> <li>• Requires full acquisition of Valder's Vehicle property and long term liability of this Superfund site.</li> <li>• Costs associated with contaminated soil &amp; groundwater:               <ul style="list-style-type: none"> <li>- 9,500 cy x 1.5 = 14,250 tons</li> <li>- \$35/ton tipping fee = \$500,000</li> <li>- Trucking/transportation costs: \$115,000</li> <li>- Estimated soil contamination costs: \$615,000<sup>a</sup></li> <li>- Treatment of contaminated groundwater, construction site/worker safety costs: \$250-\$400K<sup>a</sup></li> </ul> </li> </ul>

Highway 95 (Cambridge) Design Alternative

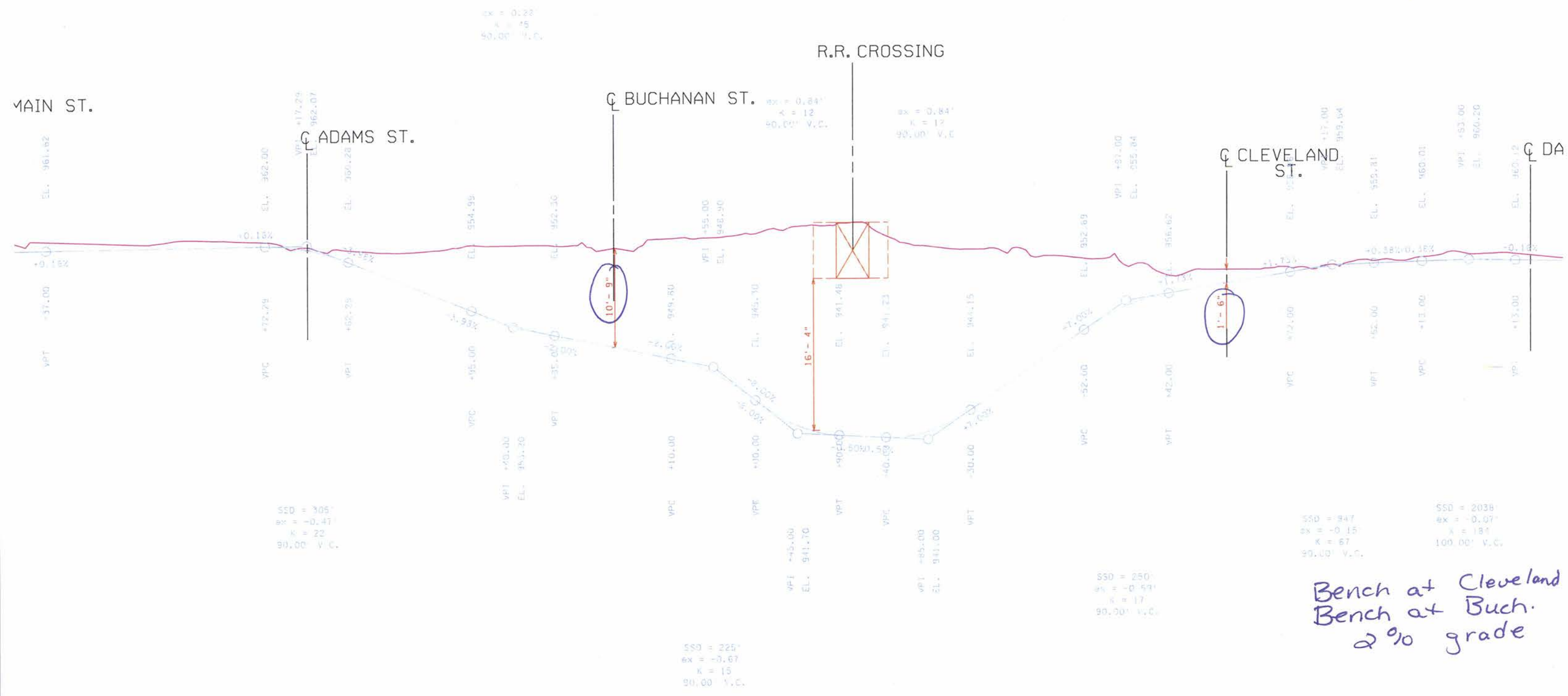
Assessment Criteria	Highway 95 (Cambridge) Design Alternative	
	Extend 4-lane section from Emerson to Main Street with at-grade crossing of the BNSF corridor	Extend 4-lane section from Emerson Street to Main Street with an underpass of the BNSF corridor
Stormwater Treatment	<ul style="list-style-type: none"> <li>An upgraded gravity-flow system is needed as the existing infrastructure is undersized, which results in frequent flooding in the downtown area. Near Birch Street the storm sewer will tie into a reconstructed system (being completed as part of MnDOT's project) and will include a retention pond near the Rum River.</li> </ul>	<ul style="list-style-type: none"> <li>A liner system (concrete basin or membrane blanket) would be needed to suppress groundwater under the roadway to keep from having to permanently pump and treat contaminated groundwater.                             <ul style="list-style-type: none"> <li>Cost of suppression system: \$1,000,000 to \$1,500,000<sup>a</sup></li> </ul> </li> <li>The underpass requires the collection and pumping of stormwater (need for lift station) and the reconstruction of the existing undersized storm sewer system. Near Birch Street the storm sewer will tie into a reconstructed system (being completed as part of MnDOT's project) and will include a retention pond near the Rum River.                             <ul style="list-style-type: none"> <li>Estimated lift station cost: \$1,500,000<sup>a</sup></li> </ul> </li> </ul>
Groundwater	<ul style="list-style-type: none"> <li>No impacts anticipated</li> </ul>	<ul style="list-style-type: none"> <li>Excavation depths (approx. 22') are expected to be below the groundwater elevation (approx. 17') whereby requiring an engineering solution to suppress groundwater under the highway corridor.</li> </ul>
Visual Effects	<ul style="list-style-type: none"> <li>A wider highway section through downtown Cambridge will create visual effects with the removal of existing buildings (homes &amp; business). Aesthetic treatments have not yet been considered.</li> </ul>	<ul style="list-style-type: none"> <li>A wider highway section through downtown Cambridge will create visual effects with the removal of existing buildings (homes &amp; business). The depression of the highway corridor will create a visual impact and substantially limit visibility to some businesses near the underpass. Aesthetic treatments have not yet been considered.</li> </ul>
Long-term Maintenance	<ul style="list-style-type: none"> <li>The TH 95 corridor would be maintained by MnDOT and the local streets would be maintained by Cambridge.</li> <li>A cooperative agreement would be established for the maintenance of the shared stormwater system.</li> <li>New cantilever signals with gates and concrete crossing surface would be maintained by BNSF.</li> </ul>	<ul style="list-style-type: none"> <li>The TH 95 corridor would be maintained by MnDOT and the local streets would be maintained by Cambridge.</li> <li>The lift station, retaining walls, and bridge structure would be maintained by MnDOT.</li> <li>A cooperative agreement would be established for the long-term maintenance of the shared stormwater system.</li> </ul>

Highway 95 (Cambridge) Design Alternative

Assessment Criteria	Highway 95 (Cambridge) Design Alternative	
	Extend 4-lane section from Emerson to Main Street with at-grade crossing of the BNSF corridor	Extend 4-lane section from Emerson Street to Main Street with an underpass of the BNSF corridor
Maintenance of Traffic During Construction	<ul style="list-style-type: none"> <li>While no construction staging plans have been developed it is assumed that the highway and all local streets would remain open to traffic during construction. Temporary closures/detours may occur.</li> </ul>	<ul style="list-style-type: none"> <li>TH 95 between Emerson and Adams Street would be closed for at least one construction season.</li> <li>Portions of Buchanan Street north and south of TH 95 would be closed during construction and temporary closures of Cleveland Street are likely.</li> </ul>
Maintenance of BNSF Rail Traffic During Construction	<ul style="list-style-type: none"> <li>A new and expanded concrete crossing surface would be constructed along with new signals/gates, but no extended impacts to the mainline track or spur tracks are anticipated.</li> <li>The turnout switch currently located just off the highway in the SE corner of the crossing would be relocated south approximately 50'.</li> <li>While not included in the "At-Grade Alternative", reconfiguration of the south turnout has been discussed with BNSF, which could further reduce the number of trains and duration that trains block the highway corridor.</li> </ul>	<ul style="list-style-type: none"> <li>A temporary shoofly track would be constructed west of the existing mainline track in order to maintain rail operations during construction of the underpass (bridge and retaining walls).                             <ul style="list-style-type: none"> <li>Estimated shoofly construction cost: \$1,100,000<sup>a</sup></li> </ul> </li> <li>The shoofly track is proposed to be located only 25' from the City Center Market building (USDA offices). This will also require the closure of the City's access road behind the City Center building that provides access to the Cambridge Police and Fire stations.</li> </ul>
Construction Cost Estimate (does not include right-of-way)	Roadway Construction: \$4.65M Contamination Clean-up: \$80K <b>Estimated Total Costs: +/- \$4.8 million<sup>a</sup></b>	Roadway Construction (w/bridge & walls): \$8.45M Contamination Clean-up: \$850K - \$1M Groundwater Suppression System: \$1.0 - \$1.5M Stormwater Pumping System: \$1.5M BNSF RR Shoofly Construction: \$1.1M <b>Estimated Total Costs: +/- \$12.9 - \$13.5 million<sup>a</sup></b>
<sup>a</sup> High level cost estimates based on past project experience. Cost subject to change upon more detailed investigations and engineering.		

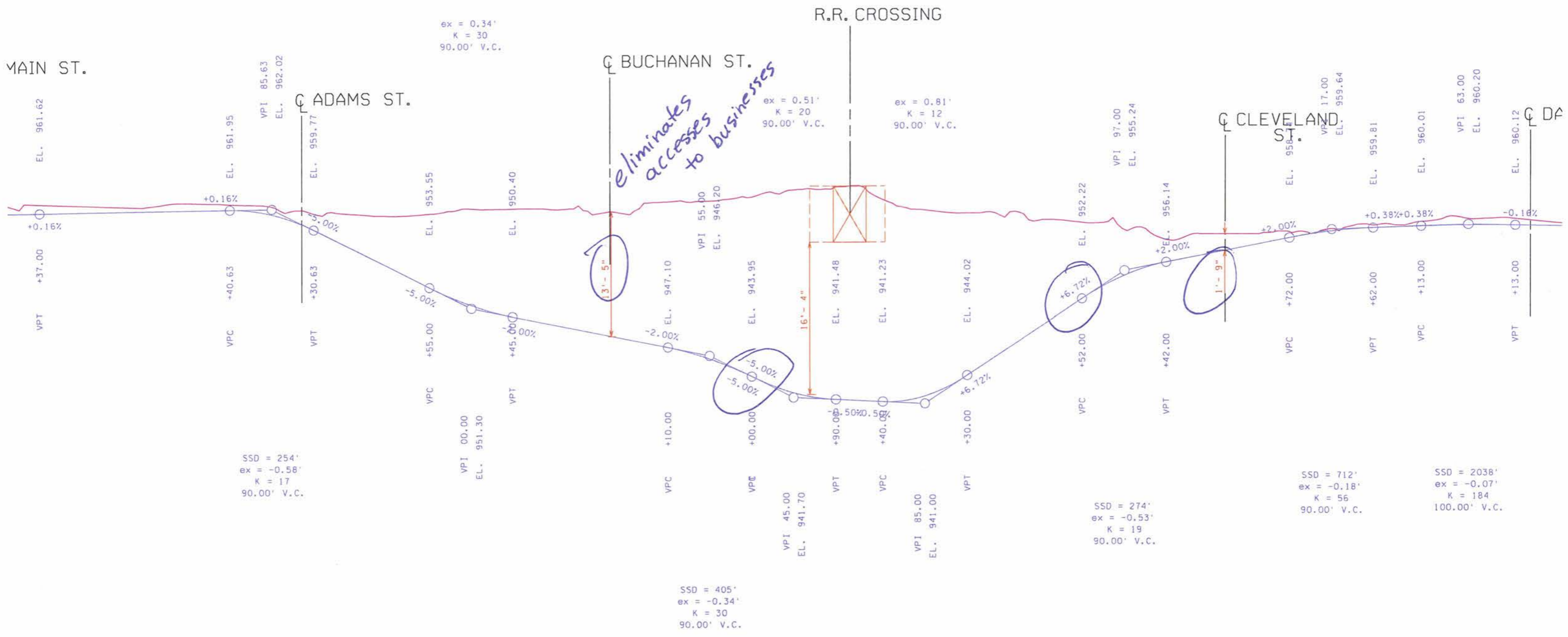
Alternative 4A

8% - W  
7% - E



14'  
4  
V.C.

MAIN ST.





*no frontage road into Coretec*

ex = 0.10'  
K = 103  
90.00' V.C.

ex = 0.34'  
K = 30  
90.00' V.C.

ex = 0.51'  
K = 20  
90.00' V.C.

ex = 0.62'  
K = 16  
90.00' V.C.

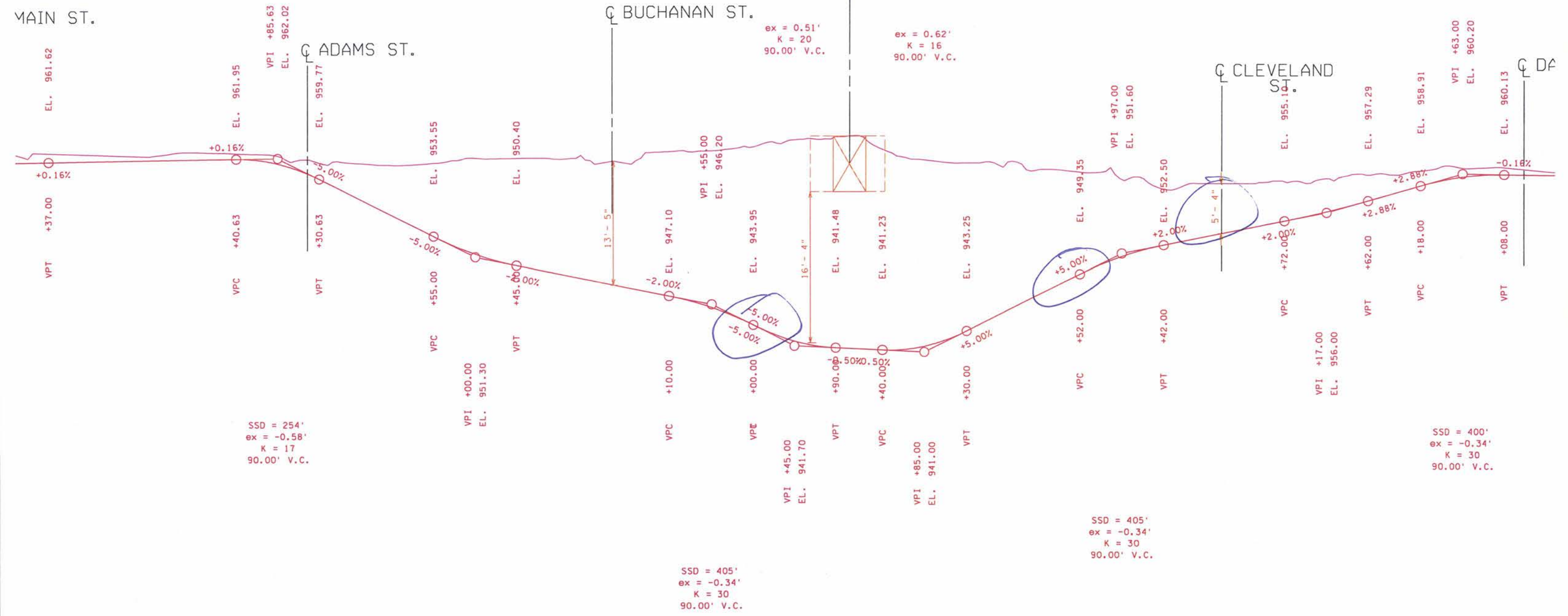
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ex = -0.58'  
K = 17  
90.00' V.C.

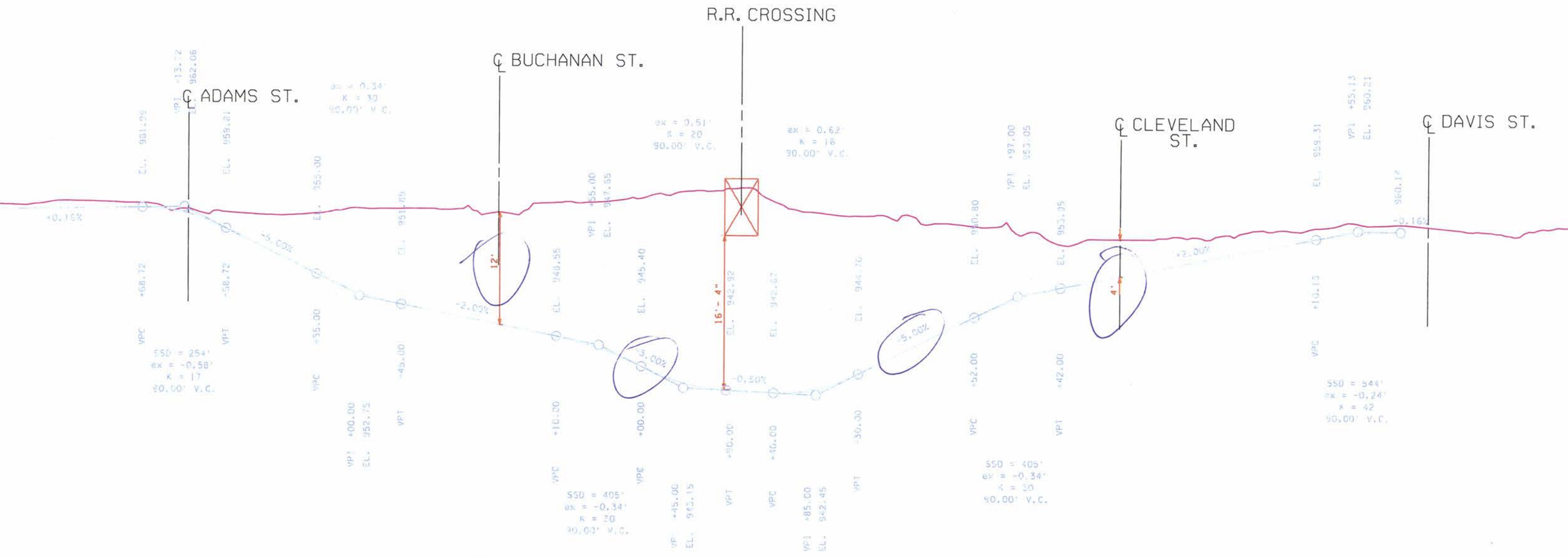
SSD = 405'  
ex = -0.34'  
K = 30  
90.00' V.C.

SSD = 405'  
ex = -0.34'  
K = 30  
90.00' V.C.

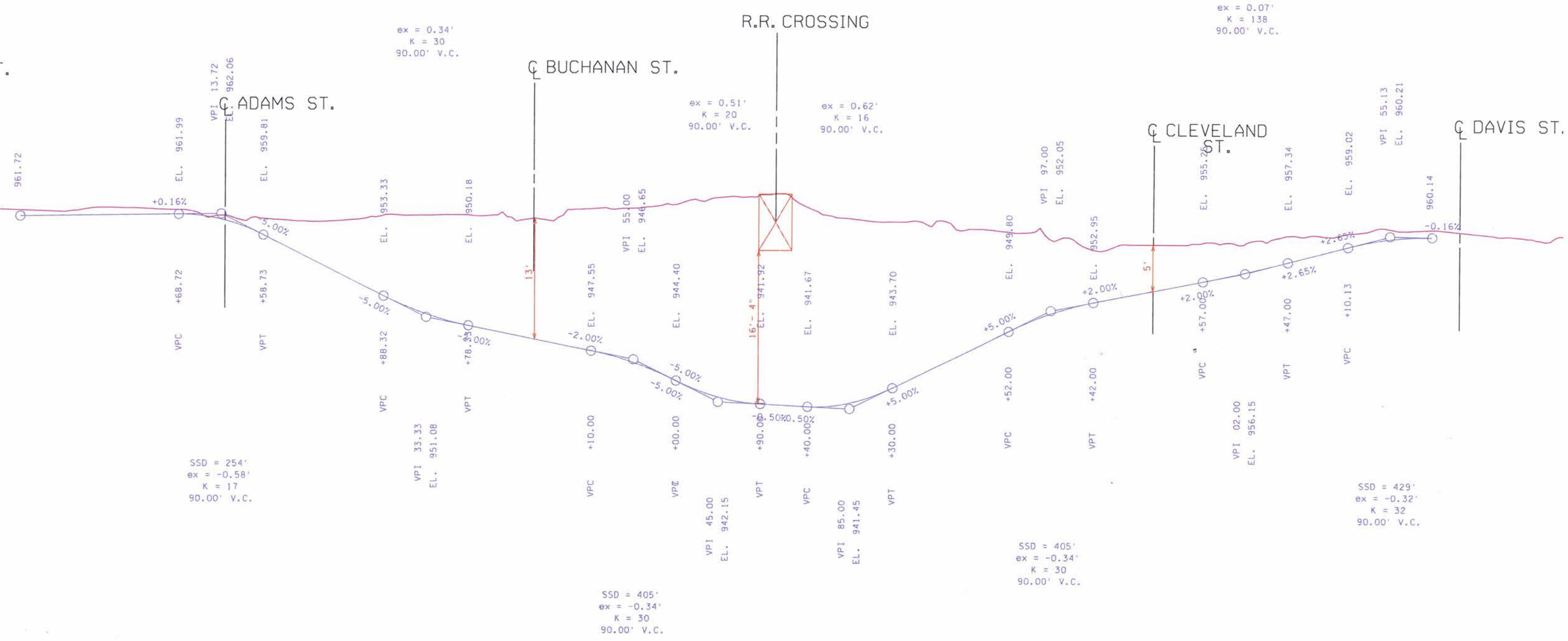
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ex = -0.34'  
K = 30  
90.00' V.C.

34'  
4  
V.C.





# Alternative 4E



Isanti County EDA  
Meeting Minutes  
October 25, 2016

Commissioner Terry Turnquist, Chairperson, called the Isanti County EDA meeting to order at 9:00 a.m. Turnquist welcomed everyone and introductions were made.

In attendance: Commissioner Greg Anderson, Commissioner Susan Morris, Commissioner Mike Warring, Commissioner Dave Oslund, Commissioner Terry Turnquist, Marlys Palmer, Becky Moritz, and Paul Nordberg. Bill Coleman, Janna King, Stan Gustafson, Travis Marttila, Jordan Zeller, Bob Voss, Kevin VanHooser and Ryan, Jay Manke and Mary Lodin from Genesis and Dave, a business partner of Genesis, were also in attendance.

Voting members absent: Randy Polzin and Loren Nelson

The meeting minutes from the August 23, 2016, were reviewed and approved.

Janna King, with input from Bill Coleman of Community Technology Advisors, gave a power point presentation entitled, "Isanti County EDA Broadband Update". A copy of the power point presentation is in the file. Next steps were discussed. The immediate next step in exploring the expansion of broadband in Isanti County is to establish a Task Force. Commissioner Mike Warring moved, with Commissioner Susan Morris seconding, that the EDA move forward with the establishment of a broadband task force. The motion passed unanimously. Depending on the findings of the task force, the county can apply for a matching (up to) \$25,000 grant from Blandin Foundation for technical studies. Commissioner Susan Morris moved, with Commissioner Dave Oslund seconding, that the EDA authorize a match up to \$25,000 for this matching grant if needed. The motion passed unanimously. When appropriate, this will be presented to the County Board for approval.

It was recommended that the above mentioned task force membership include Marc Johnson, Travis Marttila, Greg Anderson, Terry Turnquist, Bob Voss, Gary Shaw or his representative, and Jay Manke or Mary Lodin and Kevin. Kevin was asked to contact Loren Nelson and Randy Polzin, who were absent from today's meeting, if they are interested in serving on the task force.

Janna reported that Dairiconcepts in Dalbo has expanded as a result of assistance from DEED Jobs Creation Fund. They have completed a \$4.6 M expansion and will soon be hiring 12-18 new positions. Janna referred them to Luke Griener of DEED to assist them with area salary surveys, etc. They plan to hold a special hiring event at the Cambridge Workforce Center in November.

Janna King reported that the Economic Gardening program is in a holding pattern now until next year, although GPS 45:93 is still hoping to do another cycle of economic gardening in 2017 and would be looking for a \$5,000 contribution from Isanti County and other local partners in 2017.

Isanti County contributed \$1,000 in 2015 with the Schlager Foundation, Frandsen Bank, Braham Chamber and Aurelius contributing the rest as local partners.

Jordan Zeller of ECRDC, reported that the East Central Comprehensive Economic Development Strategy (CEDS) documents will be approved by their Board on December 19, 2016. Isanti County included broadband expansion, rail-served industrial park and TH 65.

Commissioner Turnquist reported on the North TH 65 Corridor Coalition. He reported that MnDot continues to talk about a Reduced Conflict Intersection aka "Super Street" design is being considered vs. a full interchange along Trunk Highway 65. A reduced conflict intersection improvement costs about 10% of the cost of a full interchange and provides substantial improvements in safety and traffic flow

Stan Gustafson reported that Presbyterian Homes is pulling building permits for their \$49M project in Cambridge and Walker Methodist is planning a 65-unit Senior Housing project estimated to be \$8-10 M. Stan also reported that the city had an open house/public meeting for NLX, where 20-30 members of the public attended and got many questions answered. Stan also reported there are 43 homes being built in Cambridge this year. This is an increase over last year.

Janna King happily reported that while updating the Braham Community Center's business plan, it was found that there have been 50,000 visitors to the center since it opened in February of 2014.

The next meeting will be at 9:00 a.m. on January 24, 2017.

The EDA meeting was adjourned at 11:15 am.

Respectfully Submitted,  
Kevin VanHooser  
Isanti County Administrator

## **Isanti County EDA High Speed Internet Taskforce**

### **Meeting Notes**

November 10, 2016

1:30 pm

Upper Level Training Room

**Task Force Members Present:** Greg Anderson, Marc Johnson, Mary Lodin, Travis Martilla, Gary Shaw, Terry Turnquist, Dave Williams.

**Others Present:** Bill Coleman, Janna King, Kevin VanHooser

Following introductions Janna King reviewed the **charge to the task force** from the EDA.

- Work toward a possible September application for funding from the State of MN
- Consider seeking a \$25,000 grant from the Blandin Foundation in January; the EDA voted this morning to recommend that the county board provide a \$25,000 match.
- Plan for community engagement including a survey and listening sessions in various parts of the county; this may result in the expansion of the task force...or creation of a larger advisory group

Blandin consultant Bill Coleman provided information on what other communities have done with funding from Blandin to help the task force identify options that might be appropriate for Isanti County.

He shared information from the Strategic Networks Group indicating that 14% of American households run a homebased business and that broadband internet is considered "Essential for business" to 92.5% of those households. Whether households have a home based business or not, 25.4% said they would definitely relocated without broadband and 20% said they would very likely relocated without internet.

Coleman indicated that Blandin's **Broadband Communities** program focuses on deployment of the network and the use of broadband. Blandin selects 10 communities for involvement in the 18 month program. Selected communities receive \$75,000 toward project funding + access to Bill Coleman's time. Blandin has not announced a timeline for selecting new communities.

There is a second Blandin program focused on **Feasibility Studies**. This is a technical analysis and is typically funded with \$25,000 from Blandin and a local match of \$25,000. The study would focus on existing providers, current customer satisfaction with services, alternative technologies, prospective partner relationships, engineering and finance.

Kanabec County participated in both programs. With the **Broadband Communities** program, the Kanabec Broadband Initiative worked with seniors and businesses to help them better understand what high speed internet could enable them to do. They also established a telework center at the Chamber of Commerce.

Through the **Feasibility Study**, Kanabec identified

- Which firms provide service and at what levels in the county
- Market study, using a statistically valid survey (sample of 400 residents), and
- Examined the cost of fiber to the home and got a ballpark idea on costs and engaged in discussions with providers.

They were unable to identify a strong vendor partner to do the more extensive fiber-to-home build out, which would have cost approximately \$7,500 per household. They feel their efforts have motivated CenturyLink to make investments in building out their area first using a fiber to node strategy (this will include the Braham exchange). This is an investment of CAF2 funds of approximately \$800 per household.

Chisago County participated in the Broadband Communities program. They did an extensive survey with more than 1,000 county respondents that examined cost, satisfaction and explored what residents want and are willing to pay. Because of this approach, which engaged residents quite actively, they identified geographic areas with a concentration of interested residents. Residents and businesses in Sunrise Township were especially interested in improving broadband services. The Township has entered into an agreement with CenturyLink and submitted an application to MN DEED for broadband funding. If the grant application is successful, the township will issue bonds, that in combination with CenturyLink CAF2 funds and the DEED funds, would finance a Fiber to the Home network for the portion of the township served by CenturyLink.

Nobles and Martin County both worked through Blandin Foundation as Broadband Communities and the Feasibility Study process. Martin County is supporting a DEED application by Frontier Communications to build a significantly more robust CAF2 funded network that will provide 100% broadband coverage at the state broadband goal of 25 Mb/3 Mb. Nobles County is partnering with a local telephone cooperative on a DEED application to fund a combination of fiber and wireless that will provide immediate high quality fixed wireless services and provide a platform for future FTTH. Nobles County will finance their contribution with tax abatement bonds. Martin County is not providing a financial contribution in their DEED grant application

Following Coleman's presentation the group discussed what might be appropriate for Isanti County.

- There was a consensus that a survey is NOT needed to persuade county commissioners that there is a need for high-speed internet in rural areas of the county. If a survey is done, it should be similar to Chisago County where the focus was on proving demand to providers and identifying geographic pockets with especially high demand. It should be designed to learn: what type of service is available; where it is available; and the price at which it is available. The survey should also identify what residents and rural businesses want for services and what they are willing to pay.
- There was general discussion indicating that townships are now more engaged in looking at high-speed internet and they should be considered as potential partners in this process.
- There is interest in knowing where CenturyLink plans to make improvements. One possibility would be for the county to focus on low-density areas that aren't expected to get improvements for many years.
- Another approach is to look at "How can we do more/better than what CenturyLink will offer?" This might involve an overlay of better service or a leaping technology.

Task force members asked Janna King to assist in scheduling the next meeting in early December. They agreed they are still exploring options and need more time for exploration and discussion in preparation for a possible application to the Blandin Foundation in January.

## Isanti County EDA High Speed Internet Taskforce

### Meeting Notes

December 2, 2:00 – 3:30 pm

Upper Level Training Room

**Task Force Members Present:** Greg Anderson, Terry Turnquist, Marc Johnson, Ryan Hagfors, Terry Turnquist, Dave Williams.

**Others Present:** Bill Coleman, Janna King, Kevin VanHooser

The task force members reviewed the November 10 meeting notes. No changes were recommended.

Commissioner Greg Anderson asked for an addition to the agenda, which was addressed at the beginning of the meeting. He requested technical advice from several of the taskforce members regarding comments by some area legislators that **“technology changes” within the next 2 years** would render rural broadband obsolete. Marc Johnson, Bill Coleman, Ryan Hagfors and Dave Williams indicated the AT & T has said that 5G capabilities may be forthcoming. However, the spectrum in which 5G operates would require towers every 1,000 feet, which would still make it an expensive option in rural areas. Once it becomes technically feasible, it will need to be economically feasible and then it would likely be deployed first in metropolitan areas and markets with great population and population density. Coleman noted that AT & T participated in the Governor’s Broadband Taskforce and that the only mention of 5G was in the definitions section, where it was described as follows.

*“5G: Fifth generation cellular wireless network. A new generation of mobile technology has appeared about every 10 years. Standards are expected to be finalized by about 2019, but companies are currently testing 5G to help inform those standards. Expectations are that 5G will be a superefficient wireless network, a superfast wireless network, and/or a converged fiber-wireless network.”*

Taskforce members noted that 5G and any other emerging technologies could be included in the technical feasibility study for Isanti County.

In recent weeks Janna King reached out to **East Central Energy (ECE) and Connexus** to determine the electric cooperatives’ level of interest in participating in the current taskforce and/or future high speed internet initiatives in the area. Steve Shurts, CEO of ECE provided a summary of a report recently completed by ECE that concluded:

*Installing fiber is complex and would require a high learning curve, an extensive plan, and a large investment to bring to fruition. This investment is far greater than ECE’s annual revenue, putting its member-owners at risk. The resources within the organization to help mitigate the complexities are limited, so ECE would either have to hire the talent or find the right partner. Telecoms, including CenturyLink and Frontier, have been allocated millions of dollars through CAF to build out their existing systems in Minnesota and Wisconsin. ECE knows firsthand they are actively building in ECE’s service territory. With the cooperative principles guiding the team, they recommend to not pursue this initiative.”*

Shurts indicated that while they might not take a leadership role, they may be open to partnerships and other ways to be supportive of the community.



King also spoke with Don Haller with Connexus Energy. Don reached out to Connexus CEO to confirm that the company is not interested in participating in broadband initiatives at this time. The company is working on solar projects and is in the process of replacing every meter in its service territory (approximately 140,000 meters) and does not have the capacity to take on any other significant initiatives. Don asked to be kept informed from time to time.

**Dave Williams with Revelation Data** provided some insights from a recent meeting with US Wireless, which provides wireless service and fiber to the home in Minneapolis. He believes there are local solutions that can be developed by companies like Genesis for rural areas that would provide higher quality service than what is likely to be available through CenturyLink. The geographic and technical details can be developed through a feasibility study.

Bill Coleman reviewed the information needed for a **Blandin application** and noted that the background work completed by Isanti County in recent months should be sufficient for an application. The group considered the possibility that competition from smaller local providers can motivate large companies like CenturyLink to increase their investment and/or marketing, potentially hurting smaller local providers. The timeline for a Blandin supported feasibility study was discussed, with an eye to providing Genesis and Revelation some time to develop preliminary concept(s) that could be included in the feasibility study. Applications are due January 6<sup>th</sup> with Blandin's board meeting to consider applications January 25<sup>th</sup>. If funded, the county would most likely issue its RFP to begin the consultant selection process in March. Dave and Ryan indicated that would give them some time to evaluate approaches likely to work for their business.

Task force members asked Janna to assist in scheduling the **next meeting** in early January. The meeting will include a focus on how to approach outreach to stakeholders in the county, including businesses, rural residents, and township governments.

## **Isanti County EDA High Speed Internet Taskforce**

### **Meeting Notes**

January 9, 10:00 am

Upper Level Training Room

**Task Force Members Present:** Greg Anderson, Terry Turnquist, Marc Johnson, Ryan Hagfors(Genesis), Brian Lauseng (Isanti County IT)

**Others Present:** Bill Coleman, Janna King, Kevin VanHooser

The task force members reviewed the **December 2 meeting notes**. No changes were recommended.

The **agenda** included the following:

- Applications submitted to Blandin Foundation (\$25,000) and the Initiative Foundation(\$5,000) to support a technical feasibility focused on rural areas unlikely to get service meeting the state broadband goals and business and industrial parks/key employment locations in the county. January 20 notification on IF; January 25 notification on Blandin
- Engagement/outreach: Clarify purpose; Who? and How?
- Review sample surveys and reports from other communities
- ID next steps

### **Engagement/outreach**

The purpose of engagement and outreach in some communities who pursued Blandin grants in years past has been to persuade county commissioners and others of the need for high speed broadband in rural areas. With multiple devices in many homes and increased bandwidth needed for education, business and health care purposes, proving the case is not an issue in Isanti County. **The purpose** of a survey and engagement with residents in Isanti County is to identify where there are areas with sufficient demand to warrant investment; and to provide documentation of the market to build the business case to providers.

The task force identified outreach to/through the following groups: (there may be more)

- Chambers – North 65 and Braham and business expos
- Manufacturers group & economic development staff
- Townships
- Senior groups
- Schools
- Anoka Ramsey Community College (Janna to review existing college survey)
- Students
- Retirees
- Library/community centers

County IT staff may be needed to assist with outreach. County commissioners will be involved in township outreach, beginning with the quarterly township officers meeting. They will discuss “What is the EDA taskforce doing? What are the goals? What are township officials hearing from constituents? What are possible roles for townships? And the upcoming survey.” The fact sheet will address high speed internet needs and benefits for farmers, students & homework, medical monitoring, telecommuters, small businesses, families with sick kids, seniors – social connections and telehealth.

Social media will also be used including the county's website. It's possible to establish a Facebook page for the taskforce as a venue for communication with the public, including distribution of the survey links. Traditional media (newspaper and radio) should be employed. The group may want to build a communications/promotional team.

#### **Sample Surveys and Reports from other communities**

Bill Coleman provided examples of surveys and survey summaries from Chisago County, Isanti County and Trout Lake Township. The task force will be active in survey distribution and promotion. There was discussion about whether the survey should be done by the consultant or not. Coleman suggested it could be identified as an optional item in the Consultant RFP.

#### **Consultant RFP**

Bill Coleman will provide sample RFPs. Several items were identified for inclusion in the RFP. Isanti County is not interested in being a provider. We will use state goals as benchmarks for setting standards of service. Optional item – consultant assistance with the survey.

#### **Next Steps**

January 20 – notified by Initiative Foundation

January 25 – notified by Blandin

January 24 – draft consultant RFP to Isanti County EDA for review and forwarding to County Board for early February consideration

February 7 – next meeting of the task force at 9 am. Review draft "Fact Sheet"

February – township meeting (unknown date)

Isanti County EDA  
**Annual Meeting Agenda**  
 January 24, 2017 - 9:00 am  
 Isanti County Government Center

1. Annual Meeting Actions

- a. Roll call
  - b. Confirmation and recognition of voting EDA board members
  - c. Election of officers and establishment of their terms ✓
  - d. Appointment of the Executive Director ✓ Kevin
  - e. Designation of committee assignments (if any) to EDA board members ✓
  - f. Determination of new committees (if any) & assignments of EDA board members ✓
  - g. Consideration of staff, consultant and service provider agreements ✓
  - h. Acceptance of the newspaper of Isanti Co. as the official newspaper of the EDA ✓
  - i. Acceptance of the depository of Isanti Co. as the official depository of the EDA ✓
  - j. Reports by various officers and subcommittees (if any) ✓
  - k. Designation of place of meeting during the remainder of calendar year ✓
  - l. Discussion of meeting frequency and determination of meeting dates for 2017 ✓
  - m. Discussion of any modifications or amendments to the Statute or the Enabling Resolution ✓
  - n. Discussion of Bylaws and any suggested amendments ✓
2. Review and action: Minutes of October 25, 2016 ✓
3. Isanti County High Speed Internet Task Force update ✓
- a. Blandin Technical Feasibility Grant notification: Jan 25 ✓
  - b. Initiative Foundation funding request notification: Jan 20 ✓
  - c. Review draft consultant RFP – focus on project goals and engagement ✓
4. Discussion of EDA priorities for 2017 ✓
5. Updates: ✓
- a. GREATER MSP – December Partner Advisory Council meeting ✓
  - b. Updates on commuter and passenger rail ✓
  - c. Economic development updates from cities ✓
6. Confirm next meeting date April 25, 2017 and meeting follow-up
7. Adjourn

*Handwritten notes:*  
 Isanti County EDA  
 Mike Robinson  
 Kevin  
 Loren  
 Andrew  
 Jan 24, 2017  
 Adv. Central meeting  
 2017 meeting  
 Greater MSP  
 9:00 AM

# MSP REGIONAL INDICATORS DASHBOARD 2016

**ULI Minnesota**  
Regional Council of Mayors

*ITASCAproject*



MINNESOTA BUSINESS PARTNERSHIP

THE MCKNIGHT FOUNDATION



METROPOLITAN  
COUNCIL

**GREATER » MSP**

Minneapolis Saint Paul Regional Economic Development Partnership



SAINT PAUL AREA CHAMBER OF COMMERCE

**MINNEAPOLIS**  
REGIONAL Chamber of Commerce  
Bloomington Chamber of Commerce  
Northeast Minneapolis Chamber of Commerce

MINNESOTA  
CHAMBER of  
COMMERCE

Support for this work has been provided by Minnesota Philanthropy Partners through the Living Cities Integration Initiative.

**THIS REGIONAL INDICATORS DASHBOARD** is a set of shared metrics that tracks the region's change on critical economic, environmental, and social outcomes. Measuring change in the areas that matter most for continued long-term success will help improve our region's economic competitiveness. 2016 is the second year of this effort.

**MSP TREND:** Reflects change between most current data available and the last prior data available. All data reflects the 16-county metropolitan statistical area (MSA) unless otherwise indicated.

**PEER RANK: 1=BEST, 12=WORST** The 11-peer regions are listed on the reverse of this document.

**PEER TREND: (ARROW)** Denotes change in MSP performance relative to previous year's peer ranking.

**ECONOMY**

PERCENT OF JOBS RELATED TO FOREIGN DIRECT INVESTMENT

**3.9%**

*NEW METRIC IN 2016*

MSP TREND: BETTER  
PEER RANK: 8 ↔

VALUE OF EXPORTS

**\$21.2B**

MSP TREND: WORSE  
PEER RANK: 6 ↓

EMPLOYMENT GAP WHITE-OF COLOR (AGED 16-64 YRS)

**13.0**

PERCENTAGE POINTS

MSP TREND: SAME  
PEER RANK: 11 ↑

PERCENT OF FEMALES AGED 16-64 YRS WORKING

**76.0%**

MSP TREND: BETTER  
PEER RANK: 1 ↔

PERCENT OF JOBS THAT ARE FAMILY SUSTAINING<sup>1</sup>

**69.3%**

MSP TREND: BETTER  
PEER RANK: 4 ↑

YEARLY PERCENT CHANGE IN JOBS

**1.8%**

MSP TREND: SAME  
PEER RANK: 10 ↓

**JOB QUALITY**

**BUSINESS VITALITY**

AVERAGE WEEKLY WAGE

**\$1,084**

MSP TREND: BETTER  
PEER RANK: 6 ↓

ESTABLISHMENTS SURVIVING 5 YEARS OR MORE

*This data is for Minnesota*

**54.1%**

MSP TREND: WORSE  
PEER RANK: 3 ↑

PATENTS ISSUED PER 1,000 WORKERS

**1.95**

MSP TREND: BETTER  
PEER RANK: 6 ↓

LOANS TO BUSINESSES UNDER \$1M IN REVENUE

**\$705M**

*NEW METRIC IN 2016*

MSP TREND: WORSE  
PEER RANK: 7 ↓

**INNOVATION CAPITAL**

ANNUAL AMOUNT OF VENTURE CAPITAL

*This data is for Minnesota (30 deals)*

**\$372M**

MSP TREND: BETTER  
PEER RANK: 10 ↔

STTR/SBIR FEDERAL DOLLARS<sup>2</sup>

**\$27M**

MSP TREND: WORSE  
PEER RANK: 5 ↑

**TALENT**

NET MIGRATION OF 25-34 YEAR OLDS

**+1,719**

PEOPLE

MSP TREND: WORSE  
PEER RANK: 8 ↔

PERCENT OF POPULATION EMPLOYED IN ADVANCED INDUSTRIES<sup>3</sup>

**9.4%**

MSP TREND: BETTER  
PEER RANK: 8 ↔

NUMBER OF H1-B VISAS REQUESTED PER 1000 WORKERS

**2.4**

MSP TREND: NA  
PEER RANK: 7 ↔

PERCENT OF FOREIGN-BORN POPULATION AGED 16-64 WORKING

**75.0%**

MSP TREND: BETTER  
PEER RANK: 1 ↑

**TALENT AVAILABILITY**

POPULATION 25+ WITH ASSOCIATE'S DEGREE OR HIGHER

**50.0%**

MSP TREND: BETTER  
PEER RANK: 3 ↔

POPULATION 25+ WITH A BACHELOR'S DEGREE OR HIGHER

**40.0%**

MSP TREND: BETTER  
PEER RANK: 5 ↑

1. Annual wage > \$31,000, or 130% of poverty for a household of 4, as per USDA's requirements for SNAP benefits.

2. Small Business Technology Transfer (STTR) The Small Business Innovation Research (SBIR)

3. As defined by Brookings, industries are advanced if a greater share of their workforce is STEM oriented than the U.S. average (21 percent) and their R&D spending is at least \$450 per worker.

EDUCATION

3RD GRADE STUDENTS ACHIEVING READING STANDARDS  
*This data is for 14-county area*

WHITE STUDENTS  
**69.8%**  
MSP TREND: BETTER

STUDENTS OF COLOR  
**38.3%**  
MSP TREND: BETTER

8TH GRADE STUDENTS ACHIEVING MATH STANDARDS  
*This data is for 14-county area*

WHITE STUDENTS  
**70.0%**  
MSP TREND: SAME

STUDENTS OF COLOR  
**41.0%**  
MSP TREND: SAME

3-YEAR GRADUATION RATE AT 2-YEAR INSTITUTIONS  
*This data is for Minnesota*

**50.0%**  
MSP TREND: WORSE  
PEER RANK: 5 ↓

6-YEAR GRADUATION RATE AT 4-YEAR INSTITUTIONS  
*This data is for Minnesota*

**63.2%**  
MSP TREND: BETTER  
PEER RANK: 5 ↑

TALENT PIPELINE

PERCENT OF HIGH SCHOOL STUDENTS GRADUATING ON TIME (WHITE)  
*This data is for 14-county area*

**87.0%**  
MSP TREND: BETTER

PERCENT OF HIGH SCHOOL STUDENTS GRADUATING ON TIME (OF COLOR)  
*This data is for 14-county area*

**68.9%**  
MSP TREND: BETTER

INFRASTRUCTURE

PERCENT OF POPULATION THAT HAS ACCESS TO ADVERTISED BROADBAND SPEEDS OF 1GB OR HIGHER

**5.3%**  
MSP TREND: SAME  
PEER RANK: 6 ↔

NUMBER OF DIRECT ROUTES OUT OF MSP AIRPORT

**137**  
MSP TREND: BETTER  
PEER RANK: 5 ↔

PERCENT OF HIGHWAY MILES RATED IN GOOD CONDITION  
*This data is for 8-county area*

**65.0%**  
MSP TREND: SAME  
PEER RANK: —

PERCENT OF BRIDGES STRUCTURALLY DEFICIENT OR FUNCTIONALLY OBSOLETE  
*This data is for Minnesota*

**8.9%**  
MSP TREND: BETTER  
PEER RANK: 1 ↔

ROADS CONGESTED DURING PEAK TRAVEL TIMES

**35.0%**  
MSP TREND: SAME  
PEER RANK: 2 ↔

JOB ACCESS

PERCENT OF POPULATION LIVING WITHIN 30 MINUTES OF 100,000 JOBS BY TRANSIT OR WALKING

**6.0%**  
*NEW METRIC IN 2016*  
MSP TREND: NA  
PEER RANK: 3

PERCENT OF POPULATION WITH COMMUTES LESS THAN 30 MINUTES

**62.8%**  
MSP TREND: WORSE  
PEER RANK: 1 ↔

ENVIRONMENT

PER CAPITA WATER USAGE

**128** GAL/DAY  
MSP TREND: SAME  
PEER RANK: 4 ↔

PERCENT OF POPULATION AFFECTED BY A DRINKING WATER VIOLATION

**.5%**  
*NEW METRIC IN 2016*  
MSP TREND: BETTER  
PEER RANK: 2 ↑

NUMBER OF DAYS THAT AIR QUALITY WAS "UNHEALTHY FOR SENSITIVE GROUPS"

**5** DAYS/YEAR  
MSP TREND: WORSE  
PEER RANK: 3 ↓

ENERGY RELATED CARBON DIOXIDE EMISSIONS PER CAPITA  
*This data is for Minnesota*

**16.3** METRIC TONS  
MSP TREND: BETTER  
PEER RANK: 7 ↔

ENERGY COMPETITIVENESS

ENERGY COST

**8.7** CENTS/KWH  
MSP TREND: SAME  
PEER RANK: 5 ↑

PERCENT OF ELECTRICITY THAT IS NON-CARBON

**46.2%**  
MSP TREND: BETTER  
PEER RANK: 1 ↔

LIVABILITY

PERCENT OF POPULATION THAT IS OBESE

**27.6%**  
MSP TREND: WORSE  
PEER RANK: 5 ↔

NUMBER OF VIOLENT CRIMES PER 100K RESIDENTS

**262**  
MSP TREND: BETTER  
PEER RANK: 2 ↑

PERCENT OF POPULATION 16+ WHO VOLUNTEERED PAST YEAR  
*This data is for 13-county area*

**36.0%**  
MSP TREND: BETTER  
PEER RANK: 1 ↔

AVERAGE PERCENTAGE OF HOUSEHOLD INCOME SPENT ON HOUSING PLUS TRANSPORTATION<sup>4</sup>

**49.0%**  
MSP TREND: —  
PEER RANK: 4 ↔

SHARED PROSPERITY

POVERTY RATE (WHITE)

**6.4%**  
MSP TREND: SAME  
PEER RANK: 1 ↔

POVERTY RATE (PEOPLE OF COLOR)

**23.6%**  
MSP TREND: BETTER  
PEER RANK: 10 ↔

4. HUD model based on median household income

GROSS REGIONAL PRODUCT

**\$236B**

MSP TREND: INCREASING  
PEER RANK: 7 ↔

GROSS REGIONAL PRODUCT PER CAPITA

**\$67,445**

MSP TREND: DECREASING  
PEER RANK: 7 ↓

MEDIAN HOUSEHOLD INCOME

**\$68,019**

MSP TREND: INCREASING  
PEER RANK: 4 ↔

LABOR FORCE PARTICIPATION RATE

**72.3%**

MSP TREND: INCREASING  
PEER RANK: 1 ↔

TOTAL JOBS

**1.84M**

MSP TREND: DECREASING  
PEER RANK: 7 ↓

UNEMPLOYMENT RATE-ANNUALIZED<sup>6</sup>

**3.9%**

MSP TREND: SAME  
PEER RANK: 1 ↔

TOP TIER TAX RATES

*This data is for Minnesota*

CORPORATE TAX

**9.8%**

MSP TREND: SAME  
PEER RANK: 2 ↔

PERSONAL INCOME TAX<sup>7</sup>

**9.85%**

MSP TREND: SAME  
PEER RANK: 3 ↔

POPULATION

**3.5M**

MSP TREND: INCREASING  
PEER RANK: 8 ↔

POPULATION 55 YEARS +

**25.0%**

MSP TREND: INCREASING  
PEER RANK: 5 ↑

POPULATION GROWTH

**1.0%**

MSP TREND: DECREASING  
PEER RANK: 9 ↓

POPULATION OF COLOR

**23.0%**

MSP TREND: INCREASING  
PEER RANK: 11 ↓

**RANK: 1=LARGEST, 12=SMALLEST**

6. In this case 1 means the lowest rate of the peer cities 7. For those making more than \$258,261 (married joint); or \$154,951 (single)

Peer regions were selected based on demographic and economic characteristics, location, evidence of competition with MSP for business or talent, and positive economic trajectory.

ATLANTA  
AUSTIN  
BOSTON  
CHICAGO  
DALLAS-FT. WORTH  
DENVER

PHOENIX  
PITTSBURGH  
PORTLAND  
SAN FRANCISCO  
SEATTLE

The creation of the dashboard was led by a collaboration of the following research partners:

CITY OF MINNEAPOLIS  
GREATER MSP  
MEDICAL ALLEY ASSOCIATION  
MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT  
MINNESOTA STATE DEMOGRAPHIC CENTER  
WILDER RESEARCH/MINNESOTA COMPASS

**TECHNICAL DETAIL AVAILABLE AT:**  
[greatermsp.org/regionalindicatordashboard](http://greatermsp.org/regionalindicatordashboard)

The following resources complement this dashboard and provide additional detailed information:

**GENERATION NEXT**  
[gennextmsp.org](http://gennextmsp.org)

**MINNESOTA BUSINESS PARTNERSHIP HEALTH SCORECARD**  
[mnbp.com/wp-content/uploads/2015/02/MBP\\_HealthScorecard.pdf](http://mnbp.com/wp-content/uploads/2015/02/MBP_HealthScorecard.pdf)

**METROPOLITAN COUNCIL**  
[metro council.org](http://metro council.org)

**MINNESOTA COMPASS**  
[mncompass.org](http://mncompass.org)

**MINNESOTA DASHBOARD**  
[mn.gov/mmb/mn-dashboard/](http://mn.gov/mmb/mn-dashboard/)

**MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT**  
[mngov/deed/data](http://mngov/deed/data)

**REGIONAL INDICATORS (SUSTAINABILITY)**  
[regionalindicatorsmn.com](http://regionalindicatorsmn.com)

**BROOKINGS METRO MONITOR**  
[brookings.edu/research/reports/2016/01/metro-monitor#VOG10420](http://brookings.edu/research/reports/2016/01/metro-monitor#VOG10420)

**MINNESOTA STATE DEMOGRAPHIC CENTER**  
[mn.gov/admin/demography/data-by-topic/](http://mn.gov/admin/demography/data-by-topic/)



# **Isanti County Initiative on Collaboration, Leadership and Efficiency (ICICLE)**

**Monday, January 9, 2017  
Minutes**

Attending: Terry Tumquist, Ray Queener, Lynda Woulfe, Tish Carlson, Susan Morris, Tim Dwyer, Chris Caulk, Jenny Caulk, Kersten Conley, Will Pennings, and Kevin VanHooser.

Susan Morris called the meeting to order and led introductions.

Sheriff Caulk reviewed the County's body camera policy. Conversations will continue regarding this subject in the name of consistency throughout the county, including school districts.

Will Pennings announced some emergency management training topics, e.g. Active Shooter exercise, and dates. Cambridge staff invited the School District and/or the County to train with us on June 29, 2017 for the active shooter drill.

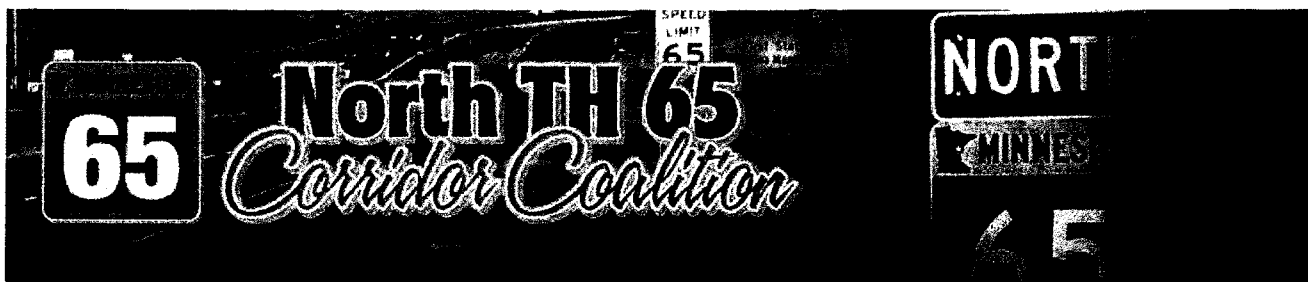
Lynda Woulfe distributed the City's current emergency management contact information sheet and requested updates to be made to the names, phone numbers, and addresses if there are any. Woulfe also distributed the City's EOC staffing assignments and asked if the County and School District would be willing to share their staffing as well. Caulk indicated he would send the County's staffing structure to Woulfe for e-mailing out to ICICLE members.

Commissioner Morris briefly spoke of the National Joint Powers Alliance and said she would prepare more information for next meeting.

2017 meetings will be from noon to 1:00 on March 13<sup>th</sup> at the C-I District Office, June 19<sup>th</sup> at Isanti County Government Center and September 11<sup>th</sup> at Braham City Hall.

Meeting adjourned.

**Next meeting: March 13, 2017 C-I District Office at 12:00 pm**



## Meeting Minutes

Isanti County Government Center  
Cambridge, MN

January 26, 2017

Co-Chair Turnquist called the meeting to order at 7:00 p.m. and called for participation in reciting the Pledge of Allegiance.

Members Present:	Terry Turnquist	Isanti County
	Heidi Steinmetz	Kanabec County
	Tom Ryan	City of Blaine
	Kersten Conley	City of Cambridge
	Colleen Winter	City of East Bethel
	Beth Thorpe	City of Mora
	Lisa Holcomb	Arthur Township
	Chris Olson	Athens Township
	John Erlandson	Cambridge Township
	Ken Mattson	Knife Lake Township
Others Present:	Doug Fischer	Coalition Administrator (Anoka County)
	Marcia Westover	City of Cambridge (Alternate)
	Alan Skramstad	City of Mora (Alternate)
	Janna King	Isanti County EDA
	Chad Gramentz	Kanabec County Engineer
	Bob Bollenbeck	East Central Regional Development Commission
	Luke Wehseler	MnDOT District 3
	Brian Johnson	State Representative, District 32A

Co-Chair Turnquist declared a quorum to be present.

\*\*\*\*\*

Ryan made motion approving the minutes of the November 16, 2016 Meeting. Mattson seconded the motion. Motion approved.

\*\*\*\*\*

The election of officers for 2017 were conducted as follows:

1. For the Positions (2) of Co-Chair: Motion by Turnquist, seconded by Ryan to nominate Julie Braastad as Co-Chair. Motion by Ryan, seconded by Erlandson to nominate Terry Turnquist as Co-Chair. Being no other nominations, a vote was conducted. Motion approved.
2. For the position of Secretary: Motion by Erlandson, seconded by Turnquist to nominate Tom Ryan as Secretary. Being no other nominations, a vote was conducted. Motion approved.
3. For the position of Treasurer: Motion by Holcomb, seconded by Turnquist to nominate Beth Thorp as Treasurer. Being no other nominations, a vote was conducted. Motion approved.
4. For the position of At-Large Member: Motion by Turnquist, seconded by Ryan to nominate John Erlandson as At-Large Member. Being no other nominations, a vote was conducted. Motion approved.

\*\*\*\*\*

A draft Membership Directory was presented for discussion. Additions and edits were discussed and made. It was also decided that the Membership Directory should include telephone numbers as well as e-mail addresses. A new Membership Directory will be presented at the next meeting.

\*\*\*\*\*

The establishment of meeting dates, times and locations for the 2017 calendar was discussed by the Coalition. By consensus, it was decided that the Coalition will meet the fourth Thursday of January, March, May, July, September and November at 7:00 p.m. at the Isanti County Government Center unless otherwise determined by the Coalition.

\*\*\*\*\*

The designation of the Administrative Representative as an Ex-Officio Non-Voting Member was discussed. Motion by Ryan, seconded by Holcomb to nominate Doug Fischer as the Administrative Representative. Motion approved. It was noted that this position will be non-paid.

\*\*\*\*\*

The Coalition discussed the Work Plan and Goals for 2017. A list of topics included:

- MnDOT's Principal Arterial Intersection Conversion Study

- MnDOT's TZD project at the Braham "Y"
- TH 95 Improvements Impact on TH 65
- Steve Voss (East Bethel) Report on RCUT's from Visit to San Antonio
- Website Updates
- Public Relations Program for RCUT's
- Legislation

\*\*\*\*\*

Treasurer Thorpe presented the Treasurer's Report of January 26, 2017 including the approval to pay Carolyn Braun and Matt Braaten for services rendered in 2016. Motion by Ryan, seconded by Holcomb to approve the report and authorize payment as noted. Motion approved.

\*\*\*\*\*

Treasurer Thorpe presented the Membership Dues Status Report as of January 19, 2017. No action required/taken.

\*\*\*\*\*

Treasurer Thorpe indicated that with the resignation of Carolyn Braun as the Coalition's Administrative Representative, the Coalition needed to take action to revise the Coalition's banking signatories. Motion by Thorpe, seconded by Holcomb to remove Carolyn Braun from the Coalition's banking accounts. Motion approved. Motion by Turnquist, seconded by Erlandson to add Julie Braastad as signatory to the Coalition's banking accounts. Motion approved.

\*\*\*\*\*

Administrative Representative Fischer discussed the current e-mail distribution list of the Coalition. It was decided by consensus that the e-mail directory should be segregated into separate list for members, media, business groups, and legislators. New e-mail distribution lists will be presented at the next meeting.

\*\*\*\*\*

A discussion was conducted regarding the Coalition's website. It was noted that the current webpages were out of date and needed revision. Member Steinmetz will work as the Coalition's conduit to Matt Braaten who is the Coalition's web designer to implement changes. All members are asked to forward comments to Steinmetz for incorporation into the website.

\*\*\*\*\*

It was decided by consensus to eliminate the Coalition's Facebook page.

\*\*\*\*\*

With regards to the 2017 Minnesota Legislative Session, Representative Brain Johnson was in attendance and offered support for the work of the Coalition. King presented him a copy of the Manufacturer's Survey results for his use and information.

\*\*\*\*\*

MnDOT District 3 Engineer Luke Wehseler presented information on upcoming MnDOT projects on the TH 65 corridor. Projects include:

- Bituminous Mill & Overlay on TH 65 from Anoka County line to just north of the City of Isanti and a Concrete Whitetopping of TH 65 from this point to just north of the City of Cambridge. This work should start after the July 4<sup>th</sup> holiday.
- MnDOT is looking at converting the Braham "Y" into a signalized, continuous "T" design. This project is slated for 2019.

\*\*\*\*\*

Community updates were provided by various members. It was suggested that maps of the TH 65 corridor be provided at future meetings for reference by the members.

\*\*\*\*\*

Being no other business for the coalition, the meeting was adjourned at 8:45 p.m.



Minneapolis – Duluth/Superior  
Passenger Rail Alliance  
Rescheduled - Wednesday, November 30, 2016  
Pine County Courthouse  
Pine City, MN

**MINUTES**

**Appointed Representatives Present:**

Rick Goutermont, \*Lake County  
John Quincy, \*\* City of Minneapolis  
Katie Draper, Mille Lacs Band of Ojibwe  
Steve Raukar, \*St. Louis County, Chair  
Linda Higgins, \*Hennepin County, Vice Chair  
John Quincy, \*\*City of Minneapolis  
Elissa Hansen, \*\*City of Duluth

**Alternate Representatives Present:**

None

**Appointed Representatives Not Present**

None

\* *County Commissioner*  
\*\* *Council Member*

**Other meeting attendees attached and made part of the minutes**

**1. Call to order / introductions**

Commissioner Raukar - Chair, called the meeting to order at 10:08 a.m., welcomed all and introductions were made. Seven (7) Representatives in attendance constituted a quorum.

**2. Additions to agenda**

None, a **motion** by Councilor Hansen, **supported** by Councilor Quincy to approve the agenda as presented. Unanimous.

**3. Public Forum / Appearances**

None.

**4. Communications**

A. None.

**5. Consent agenda**

A. Approve minutes from the of October 26, 2016 -

B. Expenditure & Budget Analysis of October 2016-

Bob Manzoline points out 2016 budget balances that will be addressed later in the meeting. A **motion** by Commissioner Goutermont, **supported** by Commissioner Higgins to approve the October 26, 2016 meeting minutes and the October 2016 budget & expenditure reports as presented. Unanimous.

## 6. Reports

- A. Media – Jill Brown – *(Attached and made part of the minutes)*.
- B. State / Federal / Legislative Report – John Ongaro and Gary Cerkenik gave their respective State and Federal updates.
- C. Administrative Report – Bob Manzoline - *(Attached and made part of the minutes)*.
- D. MN Department of Transportation (MNDOT) – Frances Loetterle – Frank informs of a recent meeting with Burlington Northern Santa Fe (BNSF) regarding requirements needed for the RTC Analysis with both MNDOT and BNSF using the same models, and relays the level of quality that Quandel Consultants has put into the RTC analysis. Focus now is on the north and south ends of the corridor regarding train location for sidings. Third Main has been pulled from the proposal which BNSF was in agreement. Preliminary engineering is in the process of completing critical grade crossing plans, where some impact is anticipated either through roadway widening or modification of the roadway slope, with plans to be completed by December 31<sup>st</sup>. Preliminary engineering for track improvements is being addressed, whereby a formal Request for Proposals will be issued for this work, which should be completed in 2-3 months. Environmental Assessment document is being prepared, MNDOT has reviewed several chapters, the draft Tier 2 document is anticipated by Christmas or New Years. Once the draft document is received, internal review will then be done by MNDOT, the various environmental departments and the consultants. Following steps are public review and then the draft for the Finding of No Significant Impact (FONSI), in which the documents will then be issued to the FRA for their review. Frank reiterates that by June 30<sup>th</sup>, 2017, preliminary engineering documents for selected grade crossings, track, signal & communications improvements should be in hand, along with an understanding with BNSF on improvements to be made, Tier 2 Environmental Assessment completed, draft FONSI completed, an updated financial/service plan, development plan and then implementation plan.
- E. Technical Advisory Committee Report – Ken Buehler – *(Attached and made part of the minutes)*.

## 7. Unfinished business

- A. Alliance Joint Powers Agreement Amendment – Attorney Fecker informs that at the October 26, 2016 meeting the Board approved the City of Superior joining the Alliance and therefore the Joint Powers Agreement was in need of amendment and reviews the changes for the Board to make this sort of process more expedient in the future. Following discussion, a **motion** by Commissioner Goutermont, **supported** by Councilor Quincy to approve the Joint Powers Agreement Amendment. Unanimous.

**8. New business**

- A. Consider additional services for Jill Brown and budget adjustment – Bob Manzoline informs of a request from Jill Brown for additional services performed in 2016 in the amount of \$7,500.00. This increase would be offset by reductions in other budget line items and Bob reviews them for the Board. Following discussion, a **motion** by Commissioner Higgins, **supported** by Councilor Hansen to approve a 2016 budget adjustment (998 998001 629900) for Jill in the amount of \$7,500.00. Unanimous.

**9. Other business**

- A. Consider request from Lobbyist firm Lockridge Grindal Nauen for increase in monthly fee – Bob Manzoline informs of a request from Lockridge Grindal Nauen for an increase in their firms monthly payment in 2017 for their lobby work in Washington, D.C. on the NLX project as it approaches the level of securing Federal funding. Request is from \$833.33 (which equates to \$10,000.00 in 2016) to \$1,250.00 (which equates to \$15,000.00 in 2017). Bob further explains that additional cost will not affect 2017 Alliance member contributions, if 2016 fund balances are used for this expense

In addition, Bob informs of the need for Public Relations work for the project at the State level and requests an increase in 2017 budget line item (998 998001 629900) for Jill Brown in the amount of \$8,000.00. Bob further explains that the addition will not affect 2017 Alliance member contributions, if 2016 fund balances are used for this expense.

Following discussion, a **motion** by Councilor Quincy, **supported** by Commissioner Goutermont for budget adjustments related to the afore mentioned costs for additional services for Jill Brown for 2017 in the amount of \$8,000.00 and Lockridge Grindal Nauen 2017 monthly amount of \$1,250.00 to be reviewed in six (6) months. Unanimous.

**10. Next meeting**

Wednesday, December 28, 2016 @ 10:00 a.m. (If necessary)  
Pine County Courthouse  
Pine City, MN

**Adjournment**

With no further business a **motion** by Councilor Quincy, **supported** by Councilor Hansen to adjourn @ 11:10 a.m. Unanimous.

Respectfully submitted by Birdie Oddo.

---

Steve Raukar  
Chair of the Alliance





**Minneapolis to Duluth /Superior Passenger Rail Alliance- Attendees**  
**Rescheduled - Wednesday, November 30, 2016**  
**Pine County Courthouse**  
**Pine City, MN**

<b><u>Name</u></b>	<b><u>Address/Organization</u></b>
Steve Fecker	Alliance Attorney
Bob Manzoline	St. Louis & Lake Counties RRA
Birdie Oddo	St. Louis & Lake Counties RRA
Jill Brown	NLX Contractor
Ken Buehler	Lake Superior Railroad Museum
John Ongaro	St. Louis County
Leonard Bonander	Pine County
Francis Loetterle	Passenger Rail Office / MN DOT
Rich Olseen	Representative for Rick Nolan's Office
Stewart Lourey	Representative for Congressman Al Franken's Offi
Dean Michalko	Hennepin County
Steve Klumb	Hinckley News
Mark Perry	City of Hinckley
Ailene & Terry Croup	Pick News
Matt Ludwig	Pine County Commissioner
Nacho Diaz	Sub-consultant to Quandel Consultants
Jessica Dexter	ELPC
Nick Baker	Douglas County, WI
Jessica Seibert	City of Sandstone
Gary Cerkvenik	St. Louis & Lake Counties RRA
Stan Gustafson	City of Cambridge
Don Pflaum	City of Minneapolis



"Sometimes your only available transportation is a leap of faith."  
-Margaret Shepard

To: NLX Alliance  
From: Jill Brown  
Re: Recent Media Activity on NLX or Related Transit Issues  
Date: Nov.30, 2016

Publication	Date	Headline	Notes
Finance & Commerce	Nov. 28	SWLRT gears up	Story on pre-bid meeting Dec. 5 with good quote on benefits: "Whenever you have a transportation project like this, you always have commercial development projects that follow. And that's good for everybody." -- Dave Semerad, CEO of the Associated General Contractors of Minnesota,
Duluth Tribune	Nov. 28	As longtime managers near retirement, DTA plans ahead for new era	Duluth transit says new state mandates will require regional service outside of Duluth and more service for people with disabilities. <a href="http://www.duluthnewtribune.com/news/4166704-longtime-managers-near-retirement-dta-plans-ahead-new-era?utm_source=DNT+Today+Email&amp;utm_campaign=bb91c35cb8-EMAIL_CAMPAIGN_2016_11_27&amp;utm_medium=email&amp;utm_term=0_30a195ad60-bb91c35cb8-234064413">http://www.duluthnewtribune.com/news/4166704-longtime-managers-near-retirement-dta-plans-ahead-new-era?utm_source=DNT+Today+Email&amp;utm_campaign=bb91c35cb8-EMAIL_CAMPAIGN_2016_11_27&amp;utm_medium=email&amp;utm_term=0_30a195ad60-bb91c35cb8-234064413</a> Conversation starter on our Facebook page.
WDIO	Oct. 26	Record tourism in Duluth	Tourism revenue is up. Record-breaking year expected. \$7.5 million in taxes collected through August, up 1/4 million from 2015. <a href="http://www.wdio.com/news/tourism-duluth-tax-hotels/4303621/?cat=10335">http://www.wdio.com/news/tourism-duluth-tax-hotels/4303621/?cat=10335</a>
WDIO	Oct. 25	Superior open house	Coverage of open house in Superior. Frank Loetterle interviewed. Good safety messages. Story ran 2 minutes, 14 seconds. <a href="http://www.wdio.com/news/northern-lights-express-mndot-railroad-train/4301318/?cat=10335">http://www.wdio.com/news/northern-lights-express-mndot-railroad-train/4301318/?cat=10335</a>

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**Memo to:** NLX Alliance Chair and Board Members  
**From:** Bob Manzoline  
**Date:** November 23, 2016  
**Subject:** Administrators Report

Main project activities are as follows:

**Project Preliminary Engineering and Environmental PE/NEPA**

Roadways & Bridges: Following the public meetings held in the cities of Cambridge, Hinckley, Askov and Superior, roadway/critical crossing plans will be completed the 3<sup>rd</sup> week in December and submitted for MN Dot review.

Environmental: An agency coordination meeting took place with the main emphasis being the differentiation between Environmental Tier 1 and Tier 2 work and remaining environmental work to be conducted at the time of final design and construction.

The Tier 2 Draft Environmental Assessment will be distributed in December 2016.

**BNSF Railroad**

A meeting with BNSF occurred on November 10, 2016 to further discuss the proposed NLX track improvements for a 4 round trip per day, 90MPH train operation. Unfortunately, the models/datum for freight and passenger train operations was not compatible. A second meeting occurred on November 18 with Quandel Consultants and BNSF that identified discrepancies and additional information needed to complete this work. Models should be completed in early December 2016.

**Revised Financial Plan**

Following completion of the train modeling and revised capital costs, consultant Steer Davies Gleave will revise the project Financial Plan and should be done late December 2016.

**Project Funding & 2017 Legislative Session**

Ken Buehler will be presenting to the Board work being performed by the Technical Advisory Committee related to the 2017 MN legislative session. The following project funding scenario is in an incremental build over a period of 4-5 years. Federal funding is estimated at 80% and State funds at 20%, dollars are in millions.

<u>Year</u>	<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
2018	Crossings & Bridges	\$ 80	\$20	\$100
2019	Stations & facilities	\$ 96	\$24	\$120
2020	Track & signals	\$200	\$50	\$250
2021	Trains sets	<u>\$ 64</u>	<u>\$16</u>	<u>\$ 80</u>
Totals		\$440	\$110	\$550

Any of one these groups, except for train sets, can be built over more time as funding is received.

#### **MN Dot Intercity Passenger Rail Forum**

The forum did not meet in November. The next scheduled meeting is December 5, 2016.

November 10, 2016

**MEMO: Northern Lights Express**  
Technical Advisory Committee

**FROM: Ken Buehler**

**RE: TAC Meeting Tuesday November 15, 2016**  
10AM – Conference Call – Approximately ONE Hour

Good Morning & Greetings from Savannah, Georgia!

**HISTORICAL NOTE:** Savannah is the birthplace of the modern Girl Scouts having been developed and promoted by Juliette Gordon Low who was born here in Savannah, GA.

She had the money to support this new initiative for girls, in large part, because her Grandfather, William Washington Gordon, was one of the founders and the first President of the Central of Georgia Railroad now a part of CSX.

You see, if you work it hard enough, it all comes back to the Railroad!

**AGENDA – TAC Meeting – Tuesday 11/15/16**

1. 10AM – Call to order

**866-678-7574 – Call Number**

**7505905659 – Code**

**218-733-7590 – Back up to Ken**

2. Welcome New Members from Superior, WI and Cambridge, MN
3. Discuss Legislative Agenda for 2017  
Review notes from last meeting  
Follow up after the election with office holders new & old  
New initiatives – Lobbying Group suggestions
4. Discuss St. Louis County/Duluth Days at the State Capitol in St. Paul
5. Discuss Superior Days at the State Capitol in Madison
6. Other items for the group as needed

*Thank You!* In advance for your time and effort in support of the Northern Lights Express!

**SECOND NOTE:** People at the TRAIN Convention I'm at – "The Choir" – are aware of our efforts and of course are extremely supportive. It's good to know we have attracted National Interest.

November 16, 2016

**Northern Lights Express**  
Technical Advisory Committee Meeting  
11/15/2016

**PRESENT:** Nacho Diaz, Bob Manzoline, Gary Cerkvenik, Frank Loetterle, Jill Brown, John Ongaro, Jason Serck and Ken Buehler – Chair

**MEETING:** Conference Call at 10:00AM

Introductions were made and Mr. Serck and the City of Superior were welcomed to the group.

Mr. Ongaro and Mr. Cerkvenik reviewed the election results as was planned at the group's last meeting.

- While not looking the best there were signs of a strategy
- Mr. Trump promised and public works initiative based on infrastructure repairs and updates
- Possible funding of State projects through block grants to be administered by the Governor's office (Mr. Dayton) was discussed and SAFETY initiative was suggested as the best way to proceed with projects such as crossing improvements along the corridor
- It was announced that a meeting has been arranged between Commissioner/Chair Mr. Steve Raukar and Duluth Mayor Ms. Emily Larson to discuss NLX and the Mayor's support

Mr. Ongaro reminded the group that NLX was a shovel ready project that should appeal to the Trump Administration.

Mr. Cerkvenik outlined the proposed legislative initiatives for 2017:

- Support MNDOT Rail Request of 20 to 26 million
- Request a share of that money or introduce a bill for 8 to 10 million for Rail Safety Upgrades along the corridor.

Mr. Diaz suggested a meeting with the Governor on those plans and stress the need to invest in outstate MN, where the landscape was mostly RED in the last election.

Ms. Brown reviewed a letter (attached) drafted to winning legislators in State Government signed by Mayors along the NLX route:

- Brown to secure Coon Rapids & Cambridge
- Manzoline to secure Minneapolis, Duluth & Hinckley
- Buehler to work with Brown on other Mayors and a Representative from the Tribe

Mr. Diaz suggested and Mr. Ongaro agreed that there should be a letter, followed by a meeting to Speaker Kurt Daudt informing him of the changes in the project, lower cost, etc. asking him to take a second look at NLX.

Mr. Buehler introduced St. Louis County/Duluth Days at the State Capitol. Voted to attend.

Mr. Buehler introduced Superior Days at the State Capitol in Madison and Mr. Serck suggested a delay while he investigates, thought it would be better to meet now with State Representatives from the North to inform them of the project. "It's not on their radar at all right now," he said.

**ACTION:** Mr. Serck will work on setting up those meetings as the opportunities arise. Mr. Buehler and Mr. Ongaro are available with Mr. Loetterle to attend those meetings.

Mr. Diaz reminded everyone that a possible Federal Transportation Bill might also be in the works in Washington and NLX should keep their eye on that through our elected representatives.

**NEXT MEETINGS:**

- NLX on Wednesday 11/30/2016 at 10AM in Hinckley
- TAC on Tuesday 12/6/2016 at 10AM Conference Call

Adjourned

Rough draft of letter to legislators from NLX station cities. Comments to Jill Brown, [JillCBrown@msn.com](mailto:JillCBrown@msn.com) or 612-889-2611.

Define target list

Dear Honorable....

Congratulations on your election victory.

Transportation issues are something almost all elected official in Minnesota have in common. As mayors in the Northern Lights Express passenger rail corridor, we want to thank you for working across the aisle and with all levels of government to provide transportation options for our shared constituents.

There will be many more discussions in city halls and the capitol about the best ways to invest in transportation. We welcome the vigorous debate of proposals, like restoring passenger rail service on the existing BNSF Railway tracks between Minneapolis and Duluth/Superior.

Voters trust us to work through issues and move the state forward with choices that improve safety, mobility and economic opportunity. We're pleased to work in concert with you to accomplish this.

A brochure is enclosed to provide some background on the NLX proposal.

Best wishes to you on your new term in public service. Thank you.

Sincerely,

Enc. NLX Brochure (summary of Dec. 2015 booklet)





**PROPOSED - 2017 NLX MEETING SCHEDULE**

***All Meetings are scheduled for the 4<sup>th</sup> Wednesday of the month  
At the Pine County Courthouse @ 10:00 a.m. and are subject to change***

January 25

February 22

March 22

April 26

May 24

June 28

July 26

August 23

September 27

October 25

November 22

December 27

**Minneapolis-Duluth/Superior Passenger Rail Alliance**

Administrative Agency: St. Louis & Lake Counties Regional Railroad Authority  
Executive Director Bob Manzoline, 111 Station 44 Road, Eveleth, MN 55734  
Phone: (218) 744-1388 \* Toll free: (877) 637-2241

## Lynda Woulfe

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**From:** Robert Bollenbeck <robert.bollenbeck@ecrdc.org>  
**Sent:** Monday, February 27, 2017 10:57 AM  
**To:** Amy Brosnahan; Bob Knowles; Bonnie Schlagel; Chris Caulk; Craig Rempp; Dan Owl; Dave.Mckeen@gmail.com; dave\_maurer@cambridge.k12.mn.us; Dennis O'Brien; EmilyAnn Joy; Frank Scherf; Fredell, Scott; Gene Hill; Greg Anderson; James Dehn; Jesse Peck; Joell Tvedt; Lynda Woulfe; Nixon, Thomas ; Pehrson, Gordy (DPS); Rahya Iliff; Ray Queener; Redstv@sherbte.net; Terry Turnquist; Tim Dwyer; Tony Buttacavoli; William Pennings; Krista Jensen; Oster, Kristen (DPS); Wade Book  
**Subject:** next meeting  
**Attachments:** Summary of the Jan 4, 2017 Fatality Review Committee meeting.docx; Agenda for March 8 Isanti Coalition Meeting .docx; cover letter for March Isanti YZD meeting.docx; Summary of the Jan 4 TZD Coalition Meeting.docx

Hello All:

Attached are materials for our next meeting on March 8. I know this date does not work for everyone. We will also have a Fatality Review Committee meeting immediately following our coalition meeting. Please let me know if you have a question or agenda item.

Thanks.  
Bob Bollenbeck  
Coordinator

**Isanti County Toward Zero Deaths Program**  
**Meeting Summary for the January 4, 2017 Coalition Meeting**

Present: Wade Book, Judge Brosnahan, Judge Dehn, Tom Dumont, Chief Dwyer, Scott Fredell, Bruce Hildebrandt, Chief Hill, Krista Jensen, Emily Joy, Chief Knowles, Dan Meinen, Denny O'Brien, Dan Owl, Craig Rempp, Terry Turnquist, Joell Tvedt, Lynda Woulfe

Staff: Bob Bollenbeck, Coordinator

The meeting was called to order by Bob Bollenbeck and introductions were made. The Summary of the November 2016 meeting was reviewed. With no changes or corrections, the November 2, 2016 Isanti TZD Coalition Meeting Summary was approved by consensus.

State and local crash data was discussed. Bob reported the preliminary fatality results for 2015 showed 396 persons killed from motor vehicle crashes statewide. This was compared to 411 for the previous year. It was noted that several crashes have occurred recently on Highway 65 between Cambridge and Grandy. Discussion followed.

The October seat belt mobilization results were discussed. Bob reported that there were 4,351 citations issued for seat belts during the wave from October 14-30 and an additional 166 for child seats. This was compared to 5,550 for the previous seat belt wave. This follows the statewide trend of improving seat belt usage. Bob stated the results for the Holiday Impaired Driving mobilization will be available for the next meeting. Upcoming mobilizations will be held in April for Distracted Driving and May for seat belts.

Tom Dumont led a discussion of possible safety improvements to the Highways 107/65 intersection near Braham. He stated he has reviewed several options including signalization, a roundabout, and restricted intersection with a U-turn. Evaluation seems to indicate a T-intersection would be beneficial at this location. The Coalition discussed the advantages/disadvantages of the various alternatives. Tom further stated that he is anticipating programming it for FY 2019. Denny said the next intersection to the north (County Road 4) has safety issues. He described the situation with north and south traffic. High speed in this area was also discussed. Tom said he was familiar with some of the problems at this intersection as well. A repair for the "whole three-mile segment" was suggested. Discussion followed. After further discussion about funding and such, the coalition showed support for the restricted T-intersection option. It was clarified that the dedicated lane to Braham was going to stay under all options. Bob said he could forward any information to the coalition once an improvement has been decided.

Driver information for seniors was discussed. Bob distributed AAA pamphlets for senior drivers. Joell said that Community Education was working to organize a senior driver forum and that she was in contact with Kristen for possible presenters. Senior driver materials, such as the AAA

pamphlet, can be made available at locations such as senior housing, doctor offices, Braham event center, and 55 Alive programs as well as the drivers station.

The Star award for Adam Gau, Isanti PD, was discussed. Gene Hill described Adam's work with local students and that he is part of the Juvenile Officers Association, so that programs he has implemented may be used statewide. Further discussion followed including the programs in Isanti using the fatal vision goggles and pedal cars. Bob said the award was given at the statewide TZD Conference.

A Safe Cab report was given by Judge Dehn. He noted the expansion of safe cab programs. He stated that there will be a meeting in Princeton with bar owners and others regarding safe cab development there. He also stated that 25,000 rider mark achieved was impetus for a couple of articles in local newspapers.

Under other business, Gene Hill stated that Isanti is considering using the Place of Last Drink (POLD) program. Judge Dehn reported that the table tent/poster & slogan contest may be implemented in Lesueur County. He has been in touch with the Police Department regarding how to implement it.

The next meeting was identified for March 1<sup>st</sup> in Cambridge. With no further business, the meeting was adjourned.

Submitted by Bob Bollenbeck, Coordinator

**Isanti Co Toward Zero Deaths Program**

**March 8, 2017 Coalition Meeting**

**Cambridge City Hall**

**12:00 Noon**

1. Call to Order & Introductions – Bob Bollenbeck
2. Discuss State and Local Crash Data
3. Review Summary of the January 2017 TZD Coalition Meeting
4. Review Summary of the January 2017 FRC meeting
5. Mobilizations:
  - Discuss results of the December Impaired Driving Mobilization
  - April Distracted Driving Mobilization
6. Discuss AAA Grant for proposed activities (radio program & seat belt check)
7. Safe Cab Report
8. Future Direction for program
9. Other Business
10. Adjourn

**Isanti County Toward Zero Deaths Program**  
**Summary of the January 4, 2017 Fatality Review Committee**

Present: Scott Fredell, Wade Book, Denny O'Brien, Tim Dwyer, Tom Dumont, Craig Rempp, Gene Hill, Bruce Hildebrandt, Richard Heilman, Bob Bollenbeck

The meeting was called to order by Scott Fredell, Chairman. He stated the FRC has two crashes to review. This first crash was on Highway 65, just north of the double lane section. The second crash occurred at County Road 5 and Vassar Street on the eastern side of the county.

The first crash was discussed. It occurred on October 21, 2016 at Highway 65 and 357<sup>th</sup> Street at 9:33 am. A Corvette driven by a male and headed northbound stuck a southbound vehicle. The driver of the Corvette died at the scene. It was stated that no airbag deployed and the driver was not wearing a seat belt. The driver was from Ham Lake and the roads were dry. The location of this crash was discussed at it is just north of where the double lane reduces to single lanes in each direction. Since this was a head-on crash, it was suspected that the driver was looking ahead on the roadway. Others stated the driver had been "cutting in and out" of traffic prior to the crash. One member questioned if this could have been a suicide. The results of an autopsy were not available, but alcohol was not suspected. The message to the public should focus on paying attention. Scott said he could let us know the autopsy results. Further discussion followed.

The second crash occurred at County Road 5 at Vassar Street. A Geo Prism was being pursued by law enforcement and crashed into a GMS Terrain. While spinning, the Geo was struck by a Ford Explorer. It was reported that this crash happened during daylight hours, seat belts were worn and the airbag deployed. It was unknown if alcohol was a factor, but speed was an issue. The road conditions were described as dry. The male driver who died was in his 20's. The circumstances of the chase were discussed. Again, driver error was a significant contributing factor.

A plan of action was identified to include additional messages to the public on obeying the speed limit, paying attention, and wearing seat belts.

- Submitted by Bob Bollenbeck, Coordinator

February 27, 2017

To: Isanti TZD Coalition  
From: Bob Bollenbeck, Coordinator  
Re: **Next Meeting**

**Wednesday, March 8, 2017**

**Cambridge City Hall**

**Noon**

Our next meeting will be **Wednesday, March 8** at Noon at Cambridge City Hall. I have enclosed the meeting materials. We have several pertinent items to discuss. I know this date does not work for everyone. The Fatality Review Committee will also meet directly after our meeting. As for the TZD agenda, we have two new items which will require some discussion. First, we have received notification that a AAA grant has been approved to support two activities. The proposed activities include sponsoring a KBK radio show focused on law enforcement involvement in local TZD efforts and supporting a seat belt check (i.e. I Got Caught) event. I do not yet know how much funding we'll receive from AAA, but we requested \$500.

The second item involves discussion on future direction for the Isanti TZD program. After many years, I will be retiring from my job in the Fall. What direction should the program take? Who should be Coordinating the TZD Coalition activities? Should the current structure change with the new grant year (October)? We should have some discussion now about how to move forward. Your help in this is appreciated.

Please let me know if you have an agenda item. I look forward to seeing you soon. Thanks, and have a good day!

8K



## EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

100 Park Street South

Mora, MN 55051

December 19, 2016

7:00 P.M.

### Commission Members Present:

Karen Amundson – Kanabec Co. Public Interest  
Greg Anderson – Isanti Co. Commissioner  
Loren Davis – Isanti Co. Public Interest  
Carla Dunkley – Tribal Representative  
Kathi Ellis – Kanabec Co. Commissioner  
Linda Evans – Mille Lacs Co. Public Interest  
Tim Franklin – Pine Co. Municipalities  
Gordon Gullixson – Kanabec Co. Municipalities  
Steve Hallan – Pine Co. Commissioner  
Richard Hansen – Isanti Co. Townships  
Steven Kimmel – Chisago Co. Public Interest  
Diane Larkin – Chisago Co. Townships  
Tom Lawlor – Southern School Board  
Ben Montzka – Chisago Co. Commissioner  
Dave Patenaude – Kanabec Co. Townships  
Genny Reynolds – Mille Lacs Co. Commissioner  
Thom Walker – Mille Lacs Co. Municipalities  
Glen Williamson – Pine Co. Townships

### Commission Members Absent:

Jeanette Kester – Pine Co. Public Interest  
Kirsten Kennedy – City of North Branch  
Bill Schlumbohm, Sr. – Chisago Co. Municipal  
Barb Welty – Mille Lacs Co. Townships  
Steve Odegard – Northern School Board  
Marlys Palmer – Isanti Co. Municipalities

### Staff Present:

Bob Voss – Executive Director  
Bob Bollenbeck – Transportation/TZD Program  
Jordan Zeller, Economic Development

1. **WELCOME:** Chairman Montzka called the regular meeting of the East Central Regional Development Commission to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. **AGENDA APPROVAL:** Davis moved to approve the agenda as presented. Hansen seconded – motion carried.
3. **MINUTES APPROVAL:** Hansen moved to approve the minutes of the October 24, 2016 meeting. Davis seconded – motion carried.
4. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss reported on a number of items including:
  - a. **MILLE LACS LAKE AREA ECONOMIC RELIEF PROGRAM:** Mille Lacs County received \$3.6 million from the State to implement the Mille Lacs Lake Area Economic Relief Loan program to assist businesses that are suffering economic hardship as a result of the downturn in Walleye fishing. ECRDC was approached to assist the County with preparing/processing the necessary closing documents for loans approved by the County. Voss stated that a draft technical assistance (TA) contract was developed and the ECRDC has begun assisting the County with this project. Individual loans cannot exceed \$100,000. The ECRDC will collect an origination fee amounting to 1.5% of the loan amount plus other related expenses (i.e. legal, UCC Filing, mortgage registration, mileage, etc.) from the borrower of each loan. The opportunity for businesses to access the loan program will continue through June 30, 2017. Reynolds indicated that the Mille Lacs County Board approved the draft TA contract as presented at a recent meeting. Voss requested that the Commission consider approving the agreement as well. Evans moved to approve the TA agreement with Mille Lacs County as presented. Dunkley seconded – motion carried.



- b. EDA DISTRICT EVALUATION: Lee Shirey of EDA's Chicago Regional Office notified us that we will have to go through an Economic Development District (EDD) evaluation on January 12, 2017. The EDD evaluation was conducted in December of 2014. These evaluations typically occur every three years but ours was moved up on year in order for EDA to maintain their 3 year cycle. Donn Winckler, Executive Director of the Mid-Minnesota Development Commission in Willmar, will be our Peer Reviewer. Voss was asked by EDA to be the Peer Reviewer for the Region 5 Development Commission out of Staples.
- c. MILLE LACS SCENIC BYWAY STUDY: MnDOT's Scenic Byway Office finalized the contract for the Lake Mille Lacs Scenic Byway Designation Study project on December 1st. Consequently, the ECRDC has been given the "go-ahead" by MnDOT Staff to start and are planning a kick-off meeting with stakeholders tentatively on January 20th in Wahkon. Voss is working with Andy Hubley of the Arrowhead Regional Development Commission (ARDC) to develop a technical assistance subcontract to compensate ARDC for their portion of the project which, out of the total \$76,550, will amount to \$18,450 plus \$12,500 for a landscape architect to prepare drawings during the planning process, etc. The remaining amount (\$45,600) is for ECRDC technical assistance time (\$44,700) and other project related expenses. Voss requested the Commission grant him permission to enter into a subcontract with ARDC as stated. Gullixson moved to approve a subcontract with ARDC. Reynolds seconded – motion carried.
- d. 5 YEAR ASSESSMENT: The ECRDC's statutory 5-year assessment report is complete and due to the State's Legislative Library no later than December 31, 2016. The report contains information on various economic development, community development, and transportation projects the Commission has been involved over the past five years. It also included the results of a customer satisfaction survey along with historical financial data. Voss stated that it is necessary for the Commission to adopt a resolution indicating that, based on the report, the Commission is fulfilling the purpose of the Regional Development Act. Davis moved to adopt Resolution No. 2016-4 INDICATING FULLFILLMENT OF THE PURPOSE OF THE REGIONAL DEVELOPMENT ACT. Walker seconded – motion carried.
- e. GRANTFINDER WEBSITE: Voss reported that he purchased a one-year subscription to GrantFinder which is a comprehensive real-time, online, searchable database of federal, state, foundation and corporate grants. GrantFinder has a strategic partnership with the National Association of Regional Councils (NARC) so it is recognized by several regional development organizations across the country. The subscription cost \$1,495 and a total of 5 licenses are available for the ECRDC. In addition, each of our 24 boardmembers (or designees) can have a GrantFinder login and password for their respective organizations. Voss has begun contacting some commission members already with information on this.
- f. EDA PLANNING GRANT: Received word on December 5th that federal Economic Dev. Administration (EDA) received additional funding in their latest allocation and will increase our 3-Year Partnership Planning Grant from \$157,884 to \$210,000 beginning with our new grant cycle starting April 1, 2017. The ECRDC was, therefore, invited to submit an application showing a 50% grant rate for up to \$210,000 in EDA funds. With the ECRDC match, the total budget for the three years would be \$420,000. Annually, this amount has been about \$53,000 since the mid-70s so this increase is long overdue. The ECRDC has exceeded the required match for many years so it is anticipated that matching the new amount will not be a difficulty. On a related item, Davis moved to approve Resolution No. 2016-5 entitled RESOLUTION COMMITTING LOCAL

MATCH AND DESIGNATING THE EXECUTIVE DIRECTOR AS AUTHORIZED REPRESENTATIVE FOR EDA PLANNING GRANT. Evans second – motion carried.

5. **TREASURERS REPORT:** Ellis presented the Treasurer’s report. Kimmel moved to approve the Treasurer’s Report to include the checks written (#9113 through #9170) along with ACH payments from October 1 to November 30, 2016. Hansen seconded – motion carried. Ellis also commented that, since the written report, the tax levy payments have all arrived and the balance remaining on the revolving line of credit has been paid back at Neighborhood National Bank.
6. **ECONOMIC DEVELOPMENT:** Zeller reported on the following:
  - a. 5 YEAR CEDS RESOLUTION: An overview of the six month process used to develop the 2017-2021 Comprehensive Economic Development Strategy (CEDS) which must be submitted to the federal EDA by the end of the year. The process involved a survey of cities, counties, post-secondary institutions, and the Mille Lacs Band of Ojibwe in the region. It also made use of input from local business and the ECRDC’s CEDS Strategy Committee. The CEDS was made available for a 30-day public review and comment period as required by federal EDA. On December 7, 2016, the CEDS Strategy Committee met to review/consider comments. The Committee then voted to recommend approval and submission of the CEDS to EDA. Lawlor moved to approve the Resolution 2016-6 entitled “COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY RESOLUTION” approving the CEDS and authorizing submission to EDA. Ellis seconded – motion carried.
  - b. CEDS WORKPLAN: On behalf of the CEDS Strategy Committee, Zeller brought forth for consideration an ambitious work plan for the upcoming calendar year 2017. The plan includes a “Barnstorming” marketing effort for the Revolving Loan Fund; major events/forums around childcare, tourism, financial resources & business networking, and workforce housing. Also, a focus on business succession planning to be incorporated with BR&E visits in the region. The plan further included possible activities for 2018 including a legislative forum, a broadband internet event, a workforce event, a veteran focused entrepreneur fair, etc. Amundson moved to approve the work program as presented. Davis seconded – motion carried.
  - c. ECRDC LIAISON TO RLF: Patenaude moved to accept Karen Amundson’s (Kanabec Public Interest) resignation and appoint Glen Williamson (Pine County Townships) to represent the Commission as a voting member on the Revolving Loan Fund Committee. Davis seconded – motion carried.
  - d. KANABEC RLF VACANCY: Term limits have resulted in vacancies for two Kanabec County RLF seats. Two applications were received by the deadline. One from Doyle Casavant and the other from Gordon Heitke. Chairman Montzka called a short recess to allow the Commission’s Kanabec County delegation an opportunity to caucus and come back with a recommendation. After reconvening, Amundson moved to appoint Doyle Casavant as the Kanabec County RLF representative. Gullixson seconded – motion carried.
  - e. RLF RE-APPOINTMENTS: The RLF Committee has four board members that have terms expiring in 2016. These members were contacted and are all willing to serve another term. They are Wayne Bekius, Mille Lacs County; Nancy Hoffman, Chisago County; Frank Christopherson, Pine County; and Bruce Montgomery, Isanti County. Hanson moved to approve these re-appointments. Williamson seconded – motion carried.

7. **TRANSPORTATION:** Bob Bollenbeck reported that the region will have extra money to distribute to current projects in the STIP due to an increase in federal funds. The Transportation Advisory Committee (TAC) will, therefore, have a recommendation on the use of the funds at the February Commission meeting. Bollenbeck also noted that MnDOT is working on changes to the contracting and reporting process for our annual planning agreement.
8. **COMMUNITY DEVELOPMENT: Voss provided the following updates on Community Development planning projects including:**
  - a. TAYLORS FALLS SRTS: The Taylors Falls Safe Routes to School (SRTS) planning project is nearing completion. The City plans to apply for the current round of federal infrastructure funding which is for program years 2021.
  - b. REGIONAL TRANSIT COORDINATION STUDY: MnDOT announced that the ECRDC will receive \$26,000 to conduct the next regional transit coordination study. The ECRDC facilitated the last two planning efforts in 2006 and 2011. Penny Simonsen has been and will continue to be the lead staff person on this project.
  - c. LAKE MILLE LACS SCENIC BYWAY STUDY: Penny Simonsen has started the initial work for the Mille Lacs Scenic Byway Designation Study planning project. A kick-off meeting with area stakeholders is being planned for January.
  - d. US BIKE ROUTE 41: The U.S. Bicycle Route 41 designation application was approved. The trail will route north/south through Chisago and Isanti Counties and hopefully bring economic development opportunities to the area.
9. **TOPICS OF REGIONAL INTEREST:** Gullixson commented on information he received about a possible alternate route for Enbridge Inc.'s proposed oil pipeline which could impact our region. Hallan reported that there are also environmental concerns/issues about the potential pipeline route in the Big Sandy Lake area to our north. Amundson shared information on upcoming Mora Vasaloppet including that 2018 is an "exchange" year with representatives from Sweden, Japan, and others traveling to Mora to participate in festivities. Will keep RDC informed on how this showcase the area.
10. **PENNY SIMONSEN:** Evans moved to acknowledge the excellent work Penny Simonsen does for the ECRDC and wish her a speedy recovery from injuries sustained from an automobile crash earlier in the month. Williamson seconded – motion carried.
11. **ADJOURNMENT:** Montzka wished everyone a Happy Holiday season. Davis then moved for adjournment of the meeting at 8:45 p.m. Williamson seconded – motion carried.

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Robert L. Voss, Executive Director

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Ben Montzka, Chairman



Executive Director's Report  
East Central Regional Development Commission  
February 27, 2017

1. **EDA Planning Grant:** The 3-Year EDA Partnership Planning Grant application was submitted to EDA online on February 15, 2017. Staff revised the budget to account for the increased grant from \$157,884 (\$52,628 annually) to \$210,000 (\$70,000 annually). The ECRDC will be providing a local financial match from our General Fund of the same amount each year for a total budget of \$420,000 for the three years. The new planning grant cycle is set to begin on April 1, 2017 and continue through March 31, 2020.
2. **Auditing Services:** The three-year audit agreement with the Clifton Larson Allen (CLA) CPA firm came to a conclusion with our last audit for FY 2015-2016. Doug Host of CLA contacted me in January inquiring whether the Commission would like to sign another 3-year agreement similar to the last one. Previously, the fees were a fixed \$9,000 for each of the last three years. The proposal includes a fee increases to \$9,500, \$9,850, and \$10,200 for audit years 2017, 2018, and 2019 respectively. These amounts are still slightly less than our previous auditor, Miller McDonald, quoted us three years ago. CLA has been quite easy to work with and very thorough in their audit reports. I recommend the Commission consider entering into another 3-year agreement with CLA.
3. **Commission Vacancies:** The Pine County Board appointed John Mikrot to replace Steve Hallan on the ECRDC Board at their organizational meeting in January. Since Hallan also served as the Commission's Vice-Chair/P&B Chair, the Commission needs to hold an election for Vice Chair at our February meeting. Also, we've experienced some challenges in replacing the Chisago Municipalities seat vacated by Bill Schlumbohm last fall. No nominations were received by the end of December 2016. A second attempt to solicit nominations is currently being conducted with a deadline of February 20, 2017 which, so far, has yielded three nominations – Kevin Stenson, Lindstrom City Council; Jeff Behnke, Shafer City Council; and Mayor Dan Vogel, Shafer City Council. Once the deadline passes, a ballot will be distributed to the cities in Chisago County for a vote on who, among the nominees, will serve on the Commission. Finally, we were notified by the City of North Branch that City Councilor Jim Swenson was appointed to replace Mayor Kirsten Kennedy as the "Cities of 10,000" representative on the Commission.
4. **EDA District Evaluation:** Lee Shirey of EDA's Chicago Regional Office visited our office on January 12<sup>th</sup> to conduct the required 3-year Economic Development District (EDD) evaluation. Donn Winckler, Executive Director of the Mid-Minnesota Development Commission in Willmar, was our Peer Reviewer and participated by telephone. Dr. Robert Musgrove and Karen Amundson from our CEDS Strategy Committee also participated. This visit involved the review of the EDD's overall management processes; financial accountability; and program performance. No deficiencies were noted and all indications are the program is operating in a commendable manner. The ECRDC will receive a written evaluation report on the visit soon. I served as the Peer Reviewer for the Region 5 Development Commission out of Staples the day prior.

5. **Mille Lacs Scenic Byway:** Staff met with Andy Hubley of the Arrowhead Regional Development Commission (ARDC) on February 10<sup>th</sup> to review the upcoming tasks and activities for the Scenic Byway project including preparation for a series of 5 upcoming meetings with the steering committee tentatively to occur on March 21, April 18, June 13, July 18, and August 15. Meetings will involve public input and visioning meetings with the assistance of a landscape architect. There was also a tentative discussion about a special meeting with the Mille Lacs Band on May 16<sup>th</sup>. We also signed the Technical Assistance subcontract with ARDC to compensate them for their portion of the project which, out of the total \$76,550, will amount to \$18,450 plus \$12,500 for a landscape architect to prepare drawings during the planning process, etc.
6. **Regional Transit Coordination Councils:** The MN Council of Transportation Access recently issued an update on the status of the development of Regional Transit Coordination Councils (RRTC). The Project Management Team (MnDOT and DHS) decided on a two-phase approach – an organizing phase and an implementation phase. The current proposed timeline for each phase is as follows:
  - Spring/Summer 2017: Issue grant applications for RTCC organizing and implementation
  - Fall 2017: RTCC applications due
  - Winter 2017/2018: RTCC organizing and implementation

The team is still trying to figure out how to provide funding for RTCC activities. One of the key issues to be resolved is the funding of transportation operational costs. In the organizing phase, each RTCC will develop a structure and operations plan, including a definition of the geographic region for the RTCC, commitments to participate in the RTCC from a majority of counties in the region and from essential transportation providers in the region, and a governance structure, legal authority, performance measures, budget, and quality assurance methods. The expected timeline is one year. The implementation phase where the RTCCs start to carry out their defined functions is expected to start in early 2018.

7. **GrantFinder Website:** By now many of you (or your designee) have been contacted by the folks at GrantFinder to get a username and password. I hope you are able to gain access to site and find it useful. Be sure to let me know your thoughts during the year so we can decide whether to renew next time.
8. **Other:** Attended Kanabec and Isanti EDA meetings on January 11<sup>th</sup> and 24<sup>th</sup>; Presented ECRDC Update at Isanti Township Meeting on January 26<sup>th</sup>; Participated in Kanabec County Futures Workshop on January 31<sup>st</sup>; and City Administrators Meeting on January 13<sup>th</sup> in Hinckley. The next meeting of the Minnesota Association of Development Organizations (MADO) Executive Directors is set for February 23-24<sup>th</sup> in Alexandria.



# East Central

Regional  
Development  
Commission

100 Park Street South  
Mora, MN 55051

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www.region7Erdc.org

## AGENDA EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION FEBRUARY 27, 2017 7:00 P.M.

### AGENDA

1. Call to Order – Chairman Ben Montzka ✓
2. Pledge of Allegiance, Introductions ✓
3. Approve Agenda ✓
4. Approve Minutes (12-19-16 Meeting) ✓
5. Executive Director – Bob Voss  
a. Elect Vice Chairman/P&B Chair ✓  
b. Consider Audit Clifton, Larson, Allen Audit Engagement Letter ✓  
*LARSON ✓*  
*DAVIS ✓*
6. Treasurer's Report – Kathi Ellis ✓
7. Personnel & Budget Committee Report ✓

### Program Reports (8 thru 10)

8. Community Development - Penny Simonsen ✓
9. Transportation – Bob Bollenbeck  
a. Approve TAC Recommendations - FY 2020-2021 Road, Transit, and TAP Projects ✓
10. Economic Development – Jordan Zeller ✓
11. Open Forum – Topics of Regional Interest  
a. Coalition Against Big Trucks ✓  
b. Cooperation Between Counties on Emergency Management Activities, etc. ✓
12. Other Business (Annual Mtg Ideas?) ✓
13. Next Meeting – April 24, 2017 at ECRDC Offices
14. Adjournment

*Provider of  
technical planning  
assistance to units  
of government in  
East Central  
Minnesota*

## **Transportation Program Report – February 27, 2017**

### **TAC**

The Transportation Advisory Committee met February 6<sup>th</sup> to determine funding priorities for the ATP process. Recommendations were determined for consideration by the Commission. These are provided under separate memo along with the meeting Minutes. The good news for the Region is that more federal funds became available to our region through the ATP process.

### **Isanti TZD program**

The Isanti TZD program continues with very good participation. The TZD Coalition continued its conversation with Tom Dumont, Mn/DOT, regarding intersection improvements at Highways 65 & 107 by Braham. The Safe Cab program continues to operate successfully. Recently, Judge Dehn initiated a meeting in Princeton to develop safe cab services. Bob Bollenbeck also participated in the MN Safe Ride meeting January 18 in Cambridge.

### **Transit Coordination Study**

The ECRDC has now started the Transit Coordination Study for Region 7E. This project is led by Planner Penny Simonsen and one meeting was held in Pine County on January 26 with good discussion. The purpose of the study is to identify gaps in transit services and to encourage coordination opportunities. The study funded by Mn/DOT will likely wrap up in June. On a related transit item, Bob Bollenbeck participated in the Chisago-Isanti Heartland Express Joint Powers Board meeting on February 9 in North Branch.

### **Northern Lights Express**

Bob Bollenbeck participated in the NLX passenger rail meeting held January 25 in Pine City.

### **Lake Mille Lacs Scenic Byways**

The Scenic Byways project for Mille Lacs has begun with a meeting held January 23 in Wahkon. Penny Simonsen led the discussion on how to move forward with this project. Mn/DOT has funded this study which may result in the first state Scenic Byways designation in many years.

### **Transportation Planners**

The next Transportation Planners meeting will be held in St. Paul February 28. There are several pertinent agenda items including one related to our work program and funding.

- Respectfully submitted by Bob Bollenbeck, Planner

**Date: February 2017**

**To: EC RDC Members**

**From: Bob Bollenbeck, Planner**

**Re: Summary of TAC Recommendations to ECRDC from February 2017 TAC Meeting  
(Action Item)**

Our Region will receive additional federal dollars for FY 20 & 21 through the D3 ATP process:

Region 7E Previous Target: \$ 1,133,240

New Target (FY21): \$ 1,326,720

Additional Funds \$ 193,480

Additional Transit \$ 192,000 (Office of Transit is providing funding for vehicles)

Total available \$ 385,480

**\*TAC recommendation: Allocate \$385,480 to Mille Lacs CSAH 4 project (already in STIP)**

**TA (Transportation Alternatives) Projects:**

Princeton Safe Routes to Schools - \$ 218,757

Mora Safe Routes to Schools - \$ 249,000

- **The TAC Recommendation to award regional "points" to TA projects (District 3) as follows:**

Mora SRTS – 10 points

Princeton SRTS – 5 points



**East Central Regional Development Commission**

**Transportation Advisory Committee**

**Minutes of the February 6, 2017 TAC Meeting**

Present: Craig Rempp, Kelvin Howieson, Fred Sawatsky, Richard Heilman, Bryan Anderson, Joe Triplett, Chad Gramentz, Bruce Cochran, Steve Voss, Bob Voss

Staff: Bob Bollenbeck

The meeting was called to order by Joe Triplett, Chairman. Introductions were made. The Minutes of the October 11, 2016 TAC meeting were reviewed. With no changes or corrections, **M/S/C by Richard Heilman and Chad Gramentz to approve the Minutes of the October 2016 TAC meeting as presented.**

The TAC was informed that there are additional funds available to the Region. Two handouts were distributed and reviewed showing the increases. Kelvin Howieson walked the TAC through the handouts and described the actions of the ATP relative to the increases for FY 18 and 19. He noted the ATP's action was to put the new available funds on to current/programmed projects in each region. Thus, Mille Lacs CSAH 4 received an additional \$207,300 in FY 2019. An additional \$193,480 was also identified due to an increase in FY 2020 Target. The TAC discussed options. After discussion, **M/S/C by Richard Heilman and Chad Gramentz to allocate the additional \$193,480 in FY 20 to the Mille Lacs CSAH 4 project.** There was also an increase in FY 2021 Target for Region 7E. This was identified as \$385,480 which includes the amount the Office of Transit will provide for vehicle replacements. Several options were outlined including requesting a "set-aside" in the STIP, adding funds to current projects in Kanabec, Isanti, or Mille Lacs Counties. The Mille Lacs CSAH 4 project funding details were discussed in detail; showing it was still under the 80/20 ratio even with the previous added funds. After it was determined that Kanabec and Isanti projects were at or close to the 80/20 ratio, the TAC discussed the options of the set-aside or adding more funds to Mille Lacs CSAH 4. After further considerations, **M/S/C by Chad Gramentz and Richard Heilman to recommend \$385,480 be added to Mille Lacs CSAH 4.**

Steve Voss then gave the MN/DOT Report. He noted the ATP may be considering a change to the Target Distribution Formula. Steve provided a history of the target formula. He also noted the current formula has been in place since 2003. The details of the current formula are being considered by the ATP in light of the changes in the data comprising the formula. The funding criteria of population and lane miles' factors were discussed. The changes brought about by MAP 21 and how funds are distributed to the district were identified. While the issue was initially raised by Region 5, the impact of possible changes would likely be minimal to Region 7E. After further discussion, staff said he would keep the TAC informed of any formula changes affecting Region 7E. It was clarified that the ATP is not under any timeline for making a change,

should it do so. Chad asked if Steve could send out information on the existing formula and possible change factors. After further discussion, Steve said he would send formula info to Bob Bollenbeck; who would forward it to the TAC.

The TA projects were considered. Bob Bollenbeck noted he has a Conflict of Interest (City Council Member) on the Mora SRTS proposal. Bob did provide the TAC his technical scoring for the TA projects which were close in score. The TAC would need to recommend the District 3 additional points for the Mora and Princeton SRTS projects. After discussion of each project, **M/S/C by Chad Gramentz and Bruce Cochran to award 10 points for the Mora SRTS project and 5 points to the Princeton project.** The Taylors Falls SRTS project will also be brought forward to the Metro Division.

Staff provide an update on the Lake Mille Lacs Scenic Byways project. Bob Bollenbeck noted the project was begun by the ECRDC with an initial meeting held last month. Bob Voss mentioned that Mn/DOT provided planning funds and that we are working with the Scenic Byways office and Holly Slagle.

The Regional Transit Coordination Study is now underway in Region 7E with Penny Simonsen as lead planner. This was now the third such study conducted by the RDC. The purpose of the Study was outlined as identifying service gaps and identifying local coordination opportunities.

A Regional Coordinating Council update was provided. Bob Bollenbeck said the Councils concept is still being developed with a possible RFP for pilot projects in 2017. Craig said that one of the key things is having DHS at the table. Bob said he would keep the TAC informed of pertinent developments.

Next, staff said that the City of Wyoming was contacted for participation on the TAC as Wyoming was over 5000 population. Bob said we have not received a response.

The next meeting was identified for June 5<sup>th</sup>. Under other business, a "whitetopping" project on TH 65 in Isanti County was clarified. This project will consist of a concrete layer over bituminous. The entire project is from the Anoka County Line to the end of the four lane by Cambridge. Not all the lane miles will receive the "topping". Discussion followed.

With no further business, **M/S/C by Bruce Cochran and Fred Sawatsky to adjourn the meeting. Everyone was thanked for coming.**

- Respectfully submitted by Bob Bollenbeck, Planner

## Isanti County Toward Zero Deaths Program

### Meeting Summary for the January 4, 2017 Coalition Meeting

Present: Denny O'Brien, Terry Turnquist, Lynda Woulfe, Emily Joy, Bruce Hildebrandt, Bob Knowles, Tom Dumont, Wade Book, Tim Dwyer, Dan Owl, Dan Meinen, Gene Hill, Krista Jensen, Judge Brosnahan, Judge Dehn, Joell Tvedt, Scott Fredell, Craig Rempp

Staff: Bob Bollenbeck, Coordinator

The meeting was called to order by Bob Bollenbeck and introductions were made. The Summary of the November 2016 meeting was reviewed. With no changes or corrections, the November 2, 2016 Isanti TZD Coalition Meeting Summary was approved by consensus.

State and local crash data was discussed. Bob reported the preliminary fatality results for 2015 showed 396 persons killed from motor vehicle crashes statewide. This was compared to 411 for the previous year. It was noted that several crashes have occurred recently on Highway 65 between Cambridge and Grandy. Discussion followed.

The October seat belt mobilization results were discussed. Bob reported that there were 4,351 citations issued for seat belts during the wave from October 14-30 and an additional 166 for child seats. This was compared to 5,550 for the previous seat belt wave. This follows the statewide trend of improving seat belt usage. Bob stated the results for the Holiday Impaired Driving mobilization will be available for the next meeting. Upcoming mobilizations will be held in April for Distracted Driving and May for seat belts.

Tom Dumont led a discussion of possible safety improvements to the Highways 107/65 intersection near Braham. He stated he has reviewed several options including signalization, a roundabout, and restricted intersection with a U-turn. Evaluation seems to indicate a T-intersection would be beneficial at this location. The Coalition discussed the advantages/disadvantages of the various alternatives. Tom further stated that he is anticipating programming it for FY 2019. Denny said the next intersection to the north (County Road 4) has safety issues. He described the situation with north and south traffic. High speed in this area was also discussed. Tom said he was familiar with some of the problems at this intersection as well. A repair for the "whole three-mile segment" was suggested. Discussion followed. After further discussion about funding and such, the coalition showed support for the restricted T-intersection option. It was clarified that the dedicated lane to Braham was going to stay under all options. Bob said he could forward any information to the coalition once an improvement has been decided.

Driver information for seniors was discussed. Bob distributed AAA pamphlets for senior drivers. Joell said that Community Education was working to organize a senior driver forum and that she was in contact with Kristen for possible presenters. Senior driver materials, such as the AAA

pamphlet, can be made available at locations such as senior housing, doctor offices, Braham event center, and 55 Alive programs as well as the drivers station.

The Star award for Adam Gau, Isanti PD, was discussed. Gene Hill described Adam's work with local students and that he is part of the Juvenile Officers Association, so that programs he has implemented may be used statewide. Further discussion followed including the programs in Isanti using the fatal vision goggles and pedal cars. Bob said the award was given at the statewide TZD Conference.

A Safe Cab report was given by Judge Dehn. He noted the expansion of safe cab programs. He stated that there will be a meeting in Princeton with bar owners and others regarding safe cab development there. He also stated that 25,000 rider mark achieved was impetus for a couple of articles in local newspapers.

Under other business, Gene Hill stated that Isanti is considering using the Place of Last Drink (POLD) program. Judge Dehn reported that the table tent/poster & slogan contest may be implemented in Lesueur County. He has been in touch with the Police Department regarding how to implement it.

The next meeting was identified for March 1<sup>st</sup> in Cambridge. With no further business, the meeting was adjourned.

Submitted by Bob Bollenbeck, Coordinator