
**Meeting Announcement and Agenda
Cambridge City Council - City Hall Council Chambers
Regular Meeting, Monday, December 7, 2015
6:00 pm**

Members of the audience are encouraged to follow the agenda.
Copies of the agenda are on the table outside the Council Chambers door.
When addressing the Council, please state your name and address for the official record.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda (p. 1)
4. Consent Agenda Approvals
 - A. Regular and Summary City Council Minutes for November 16, 2015 (p. 5)
 - B. Draft financial statements for October 2015 (p. 11)
 - C. Lease Renewal with New Beginnings, Woodcrest Park Church (p. 73)
 - D. Airport Board Appointments (p. 80)
 - E. Appoint Todd Schwab and Nick Shatek as Cambridge Fire Department Captains for January 1, 2016 – December 31, 2017 (p. 87)
 - F. 2016 Tobacco License Renewals effective January 1, 2016 (p. 88)
 1. Cambridge Petroleum Inc dba Super America, 101 S Garfield St
 2. Cambridge 2006 LLC dba Cub Foods, 100 Opportunity Blvd
 3. Casey's Retail Store 1751, 243 First Ave E
 4. Casey's Retail Store 2155, 2290 Main St
 5. Dollar General 1117, 126 Buchanan Street N.
 6. Holiday Station Stores 0046, 635 Main St S.
 7. Northbound Liquor, 1655 E Highway 95
 8. Murphy Oil USA 6811, 2046 2ND Ave SE
 9. Restyle & Consignments LLP dba Pure Xhale, 1001 1st Ave. E Suite 130
 10. Sidelines Sports Grill Ltd, 138 Second Ave SE
 11. Walgreens 2460, 115 Garfield St N
 12. Zuhair H.A. Abudaya dba Cambridge Tobacco, 1870 2nd Ave SE, Suite 170
 - G. 2016 3.2 Off Sale Licenses effective January 1, 2016 (p. 89)
 1. Cub Foods
 2. Holiday Station Stores
 3. Wal-Mart

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5. Work Session
 - A. 2016 Budget Hearing (p. 90)
 6. Unfinished Business
 7. New Business
 - A. Ordinance 621 amending Title XV: Land Usage, Chapter 156 Zoning, Sections 156.060 and 156.081, the Table of Contents, and Appendix A and C (p. 113)
 - B. Go Fund Me Page for swing set at Water Tower Park (p. 138)
 - C. 2016 Budget & Tax Levy Adoption (p. 143)
 1. Resolution R15-073 Setting the 2016 Final Levy (p. 145)
 2. Resolution R15-074 General Fund Budget (p. 146)
 3. Resolution R15-075 Airport Operating Special Revenue Fund Budget (p. 157)
 4. Resolution R15-076 Debt Service Fund Budgets (p. 159)
 5. Resolution R15-077 Capital Fund Budgets (p. 161)
 6. Resolution R15-078 Enterprise Fund Budgets (p. 163)
 - D. 2016 Non-union wage scale and adjustment to non-union scale for part-time liquor store employees (p. 179)
 - E. Pickleball Courts Update and Request (verbal)
 - F. Authorization to Recruit Part-Time Police Officers (p. 180)
 - G. Authorization to Appoint Existing Sergeant to Detective/Support Services Sergeant (p. 181)
 - H. Approve Out of State Travel-Chief Dwyer to Chicago for Sgt. Machin Graduation (p. 187)
 8. Mayor's Report
 9. Councilmembers' Concerns – Committee Reports
 - A. Allina Community Engagement Council (p. 188)
 - B. Anoka Ramsey Community College Diversity Task Force (p. 257)
 - C. Community Education Advisory Council (p. 263)
 - D. Cambridge Airport Advisory (p. 269)
 - E. Cambridge Action Community Team (ACT on Alzheimer's) (p. 272)
 - F. Cambridge Downtown Task Force (verbal)
 - G. Cambridge Fire Department (p. 275)
 - H. Cambridge Public Library Task Force (p. 280)
 - I. Highway 95 Design Advisory Task Force (p. 281)
 - J. Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE) (p. 285)
 - K. North Highway 65 Corridor Coalition (p. 286)
 - L. North Highway 65 Chamber of Commerce (verbal)
 - M. Toward Zero Death (TZD) (p. 289)
 - N. Heartland Express Transportation Advisory Committee (TAC) (p. 300)
 10. City Attorney's Report
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- 11. City Administrator’s Report
 - A. Proposal from Craig Waldron for facilitating Council visioning session (p. 308)
- 12. Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

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

Upcoming Meetings

<u>Date</u>	<u>Time</u>	<u>Description</u>
Dec 8	4:00 pm	Allina Community Engagement Council (CMC Board Room)
Dec 8	5:00 pm	Community Education Advisory Council (Education Services Center)
Dec 8	7:00 pm	Cambridge Parks, Trails and Recreation Commission CANCELLED
Dec 9	2:00 pm	Heartland Express Transportation Advisory Committee (TAC) (Heartland Express Building, Training Room – North Branch)
Dec 10	7:30 am	Cambridge College Advisory Committee Meeting (ARCC room F107)
Dec 14	3:30 pm	Library Task Force CANCELLED
Dec 16	9:30 am	NLX Passenger Rail Alliance (Pine City Government Center)
Dec 17	4:00 pm	Downtown Task Force
Dec 21	3:00 pm	City Council Meeting

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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 – 3rd Ave. NE, Cambridge, Minnesota.

**Regular City Council Meeting
November 16, 2015**

Members Present: Mayor Marlys Palmer, Council Members Joe Mohn, Tiffany Kafer, Lisa Iverson, and Howard Lewis

- Meeting was called to order at 6:02 pm. Agenda and consent agenda were approved.
- A citizen spoke on her concerns regarding the Aquatics Facility.
- Certified delinquent charges as special assessments.
- Approved warrants 100980-101213 and ACH/Wire transfers totaling \$1,166,408.41.
- Approved a farming agreement with Paul Sjodin for farming open area at Sandquist Park.
- Approved parking proposal from Carrie Moline's labs.
- Council heard a presentation from ORB Management regarding the Aquatics and Community Center survey results and financial operational model. Following the presentation, Council decommissioned the Aquatics Facility Task Force and shelved further discussion until the population of the area can sustain such a facility.
- Approved decertifying special assessments in the amount of \$3,000 for 936 Lincoln Court South.
- Adjourned at 8:31 pm.

**Cambridge City Council Meeting Minutes
Monday, November 16, 2015**

A regular meeting of the Cambridge City Council was held on Monday, November 16, 2015, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members, Joe Morin, Lisa Iverson, Tiffany Kafer and Howard Lewis. All present, no absences.

Staff Present: City Administrator Lynda Woulfe, Public Works/Utilities Director Todd Schwab, Finance Director Caroline Moe, and Economic Development Director Stan Gustafson

Call to Order & Pledge of Allegiance

Palmer called the meeting to order at 6:02 pm and led the public in the Pledge of Allegiance.

Citizens Forum

Robin Rodenburg of 421 Ashland Street North, Cambridge, Minnesota 55008 expressed concern about the cost, planned amenities and sustainability regarding the Aquatics Facility. Council explained most of her questions would be answered during the presentation and if not, they would address them at that time.

Approval of the Agenda

Lewis added "Rotary Donation" to Council Concerns. Iverson moved, seconded by Lewis, to approve the agenda as amended. Motion carried unanimously.

Consent Agenda

Morin moved, seconded by Iverson, to approve consent agenda Items A through D:

- A. Regular and Summary City Council Minutes for November 2, 2015
- B. Warrants #100980 - #101213 and ACH/Wire items totaling \$1,166,408.41
- C. Approve Resolution R15-072 Certifying Delinquent Municipal Charges to Tax Roll
- D. Farming Agreement with Paul Sjodin for Sandquist Park

Upon call of the role, Lewis, Kafer, Palmer, Iverson and Morin voted aye, no nays. Motion carried unanimously.

Work Session

Unfinished Business

Request from Cambridge Citizen Larry Bacon – "In God We Trust"

Woulfe explained Council authorized installation of the National Motto "In God We Trust" in the Council Chambers. Woulfe presented two proposals that were submitted by resident Larry Bacon. Palmer stated their authorization was for a plaque.

After discussion, Morin moved, seconded by Lewis to instruct Larry Bacon to come back to Council with a plan for a plaque with a maximum height of 12 inches and a maximum length of 26 inches. Motion carried 4/1 with Iverson opposing.

New Business

Parking Proposal from Carrie Moline Gibbs

Carrie Moline Gibbs explained during the winter months her tenants have no place to park legally and is requesting to rent three spaces on a monthly basis in the City's parking lot off of 2nd Avenue SW and Adams Street. Gibbs explained they would plow the spaces, place the proper signage and be responsible for indemnifying the City for any liability.

Morin asked if there is parking behind the building. Gibbs explained the spaces are for Century 21 employees and clients. Morin thought other similar requests have been denied in the past. Schwab stated the City leases four spots with Courthouse Square Associates in the City's parking lot by Ashland Street South and 2nd Avenue SW.

Iverson asked if there is any liability if someone slips and falls on the spaces if the snow and ice are not removed. Attorney Mays stated it remains public property but there is a clause in the lease agreement that the liability should go back to the lessee.

Lewis moved, seconded by Kafer to approve the request of three designated parking spaces and lease agreement amending the No. 2 term to state "lessee" instead of "lessor" with CG2 Properties, LLC in the City owned parking lot located at 2nd Avenue SW and Adams Street South. Motion carried unanimously.

Presentation on Aquatics and Community Center Survey Results and Financial Operational Model

Rob Barse introduced Chad Runge with ORB Management. Barse reviewed the Indoor Aquatics Center Feasibility and Analysis presentation. Woulfe thanked ORB Management for their professionalism throughout the process.

Morin stated he noticed there wasn't a discounted cost for citizens of Cambridge. Morin noted in order to have a Red Cross certified swim program, there has to be a minimum of 3 lifeguards on at all times. Barse stated to his knowledge it is 1 lifeguard for every 25 swimmers.

Lewis commented ORB Management used population statistics from 2010 and there has been considerable growth since then and building permits for new construction are steadily increasing. Lewis asked if they could do a glass structure or have an outdoors facility. Barse explained the design features are based on a \$6 million budget but just about anything is possible with more funding.

Morin commented the operating Performa is based on growth, but didn't see a factor for membership loss. Barse clarified the new model included retention loss assumptions.

Lewis asked if ORB Management has seen a pattern of growth in communities as a result of building an aquatics facility. Barse explained growth would be difficult to measure but the projects ORB has been involved in the community has seen tremendous growth after construction of the multi-function facilities.

Lewis asked if they have model that includes additional stakeholders. Barse explained it is very beneficial to rally stakeholders and almost every facility they are involved with has a health care facility component. Lewis asked if these types of buildings are not sustainable, why communities build them. Barse explained multi-use facilities are considered an economic vehicle.

Kafer commented that the total expenses show \$763,596 and the obtainable membership units revenue show \$518,673.16 which is a deficit of \$244,922.84 which means Council would have to raise the levy 5% just for that year. Kafer asked if it is possible to have the facility function without raising the tax levy. Barse stated it would be very difficult.

Kafer stated the facility proposed is not what she envisioned. Kafer explained she thought it would be a facility with many more amenities and daycare. Barse explained the roadblocks include total project cost and the competition in the area with the same amenities since the task force did not want to compete with existing businesses.

Iverson stated her concern is according to the presentation, the facility is not sustainable. Barse offered his professional opinion that the City should design the facility they want and then partner with stakeholders for the additional costs. Barse added there the risk is less when partnering with other stakeholders on such a facility.

Kafer stated she would like to see a hotel with a water park construction and another idea is to put a splash pad in one of the parks for a temporary solution. Woulfe stated staff has spoken with several hotels and they have all declined a water park option. Woulfe agreed the best way for this facility to come to fruition is for the City to partner with additional stakeholders for new facilities.

Kafer commented if the Council is going to take this further, she would like to see a comparison with five different community facilities and if a local sales tax goes on a ballot, it needs to clearly state that it could raise their taxes if it is not sustainable.

Lewis stated he felt the Council should let the voters decide. Lewis stated he feels the facility would be sustainable since it won't open until 2018 and the population is constantly increasing. Lewis reiterated he feels it should be placed on a ballot and put to a vote. Palmer explained the people have elected the body of the Council to make decisions on their behalf.

Palmer opened the floor to the community present for their input.

KC Bohn, the owner of the business Outdoor Edge, 115 Adams Street South, stated he has a hard time competing with the larger retailers and if the local sales tax goes up, he has concerns how that will affect his business.

Jane Benjamin of 723 Elin's Lake Road stated she believes an aquatics center is a privilege and a library is a right and she does not want to see her taxes go up to finance an aquatics center.

Robin Rodenborg of 421 Ashland Street North encouraged Council to partner with stakeholders so the City does not have to subsidize the facility.

Barbara Misselt of 1979 Garfield St South stated she is the director of the East Central Library and felt that Cambridge needs a place for families to gather and the library is already a partnership with the City for that project.

Vanessa Hanzel of 1522 34th Avenue stated she has three children under the age of 11 and they commute to the cities to utilize facilities such as an aquatics center. Hanzel stated Cambridge lacks good recreational opportunities for families.

Joel Pennington, the owner of Cambridge Guitar Shop located at 218 Ashland Street South stated he would like to see money spent improving other areas.

Kafer voiced concern for the businesses that would be affected by a local sales tax and whether or not they would keep their business in Cambridge.

Kafer moved, seconded by Lewis to direct staff to gather information from five comparable facilities including funding, population of service areas, average household incomes and include what the facilities' operational deficits are each year. Upon call of the roll Morin, Iverson, and Palmer voted nay. Kafer and Lewis voted aye. Motion failed.

Iverson moved, seconded by Morin to decommission the Aquatics Center Task Force with many thanks for their hard work and wait several years for the population to increase before bringing this issue up again. Upon call of the roll, Morin, Iverson, Palmer, Kafer voted aye, Lewis voted nay. Motion carried 4/1.

Decertify Special Assessment for 936 Lincoln Ct South

Gustafson explained staff has been working with the property owner at 936 Lincoln Court South on two separate code enforcement items for vehicle parking and outdoor storage dating back to the summer of 2014. Gustafson reported the property is currently rented and in all cases staff sends a letter to the property owner of record and one to the occupant of the property.

Gustafson stated staff proceeded with the normal course of action and the total fines were \$3,000 and were assessed to the property. Gustafson explained that he had conversations with the property owner and in an effort to work with them to gain compliance and stay in compliance, staff offered to waive all assessments if they were no issues for one year. Gustafson stated that one year time frame is now here and staff has had no issues with the property since.

Kafer asked if this is something the City commonly does. Woulfe explained the City's goal is to gain compliance and if that is achieved fines have been forgiven in the past. However in

this situation there was a miscommunication between Community Development and Finance and the fines didn't get cancelled from accounts receivable.

Kafer moved, seconded by Lewis to approve decertifying the special assessments in the amount of \$3,000 for 936 Lincoln Court South. Motion carried unanimously.

Costs for City Council Strategic Planning Session

Woulfe reported the total costs for the last City Council Strategic Planning Session that was held in 2013 was \$3,605. Woulfe stated she has not had the opportunity to contact potential facilitators to request proposals.

Kafer stated she felt it was important and was worth the money. Woulfe stated staff appreciates sitting down with Council for visioning and she sees it as an opportunity.

Kafer stated the visioning was rescheduled to November 30th and feels that is a good stepping stone and then hold a longer planning session in the future. Iverson stated she felt they should schedule the session and not have the visioning on November 30th.

Council discussed dates and decided to cancel the November 30th visioning session and attempt to get a facilitator for either the weekend of January 22nd, February 19th, or February 26th. Woulfe will report back on her findings for cost and a facilitator.

Mayors Report

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

Councilmembers Concerns

Lewis announced the Cambridge-Isanti Rotary donated \$15,000 to assist with City Park improvements. Palmer directed staff to prepare a thank you letter on behalf of the City Council.

City Attorney's Report

There was nothing additional to report.

City Administrator's Report

There was nothing additional to report.

Adjournment of Council Meeting

Being no further business before the City Council, Kafer moved, seconded by Lewis, to adjourn the regular meeting at 8:31pm. Motion carried unanimously.

Marlys A. Palmer, Mayor

ATTEST:

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 nine months ended October 31, 2015. Included in the Monthly Financial Reports are the following components:

General Fund - Amended 2015 Budget Compared to Actual

Special Revenue Funds:

Airport Operating Fund – Adopted 2015 Compared to Actual

Debt Service Fund Summary: Adopted 2015 Budget Compared to Actual

Capital Fund Summary:

Amended 2015 Budget Compared to Actual

Enterprise Funds:

Water Utility - Adopted 2015 Budget Compared to Actual

Wastewater Utility - Adopted 2015 Budget Compared to Actual

Stormwater Utility- Adopted 2015 Budget Compared to Actual

Liquor Store – Adopted 2015 Budget Compared to Actual.

Council Action Requested

NONE REQUIRED - For discussion only.

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
TAXES	4,157,283.00	4,191,113.00	2,233,067.98	(1,958,045.02)	53.28	4,049,149.94
LICENSES AND PERMITS	179,250.00	348,154.00	355,573.82	7,419.82	102.13	310,730.81
INTERGOVERNMENTAL REVENUES	1,063,304.00	1,034,935.00	652,344.97	(382,590.03)	63.03	993,045.74
CHARGES FOR SERVICES	110,155.00	100,589.00	100,515.81	(73.19)	99.93	106,826.80
FINES AND FORFEITURES	40,250.00	39,995.00	39,283.37	(711.63)	98.22	61,877.05
OTHER	24,937.00	60,870.00	73,890.73	13,020.73	121.39	144,401.19
OTHER FINANCING SOURCES	500,000.00	500,000.00	500,000.00	.00	100.00	450,000.00
TOTAL FUND REVENUE	6,075,179.00	6,275,656.00	3,954,676.68	(2,320,979.32)	63.02	6,116,031.53
EXPENDITURES						
GENERAL GOVERNMENT						
MAYOR AND CITY COUNCIL	45,085.00	42,422.00	34,002.54	(8,419.46)	80.15	37,475.19
ADMINISTRATION	256,596.00	242,850.00	187,532.47	(55,317.53)	77.22	229,847.13
ELECTIONS	10,900.00	1,200.00	775.00	(425.00)	64.58	6,555.74
FINANCE/MIS	290,987.00	289,987.00	242,453.18	(47,533.82)	83.61	268,913.27
LEGAL	95,000.00	95,000.00	62,465.75	(32,534.25)	65.75	107,173.77
BUILDING DEPARTMENT	329,820.00	329,820.00	264,729.73	(65,090.27)	80.26	297,767.85
ENGINEERING	33,600.00	28,148.00	16,254.19	(11,893.81)	57.75	12,954.16
PLANNING	293,302.00	413,762.00	247,764.11	(165,997.89)	59.88	233,879.87
NEW CITY HALL BUILDING	127,506.00	127,506.00	97,748.08	(29,757.92)	76.66	115,670.39
TOTAL GENERAL GOVERNMENT	1,482,798.00	1,570,695.00	1,153,725.05	(416,969.95)	73.45	1,310,237.37
PUBLIC SAFETY						
POLICE DEPARTMENT	1,833,745.00	1,833,745.00	1,543,982.42	(289,762.58)	84.20	1,633,407.18
FIRE DEPARTMENT	352,920.00	328,801.00	285,031.46	(43,769.54)	86.69	316,991.93
EMERGENCY MANAGEMENT	7,700.00	7,700.00	1,305.99	(6,394.01)	16.96	4,909.70
ANIMAL CONTROL	12,000.00	6,000.00	4,000.00	(2,000.00)	66.67	5,448.40
TOTAL PUBLIC SAFETY	2,206,365.00	2,176,246.00	1,834,319.87	(341,926.13)	84.29	1,960,757.21
STREETS						
STREETS	1,172,058.00	1,151,618.00	944,362.70	(207,255.30)	82.00	1,229,009.32
STREET LIGHTING	191,500.00	202,616.00	157,913.42	(44,702.58)	77.94	178,441.20
MAINTENANCE BUILDING	23,700.00	20,200.00	12,105.53	(8,094.47)	59.93	25,643.29
TOTAL STREETS	1,387,258.00	1,374,434.00	1,114,381.65	(260,052.35)	81.08	1,433,093.81
PARK AND RECREATION						
ICE RINK	6,650.00	4,150.00	1,572.72	(2,577.28)	37.90	3,173.53
PARKS & RECREATION	278,854.00	326,850.00	276,246.32	(50,603.68)	84.52	230,249.35
ARMED FORCES READINESS CENTER	.00	.00	.00	.00	.00	110,525.09

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL PARK AND RECREATION	285,504.00	331,000.00	277,819.04	(53,180.96)	83.93	343,947.97
UNALLOCATED EXPENDITURES TRANSFERS OUT	713,256.00	827,256.00	763,256.00	(64,000.00)	92.26	1,095,235.00
TOTAL UNALLOCATED EXPENDITURES	713,256.00	827,256.00	763,256.00	(64,000.00)	92.26	1,095,235.00
TOTAL FUND EXPENDITURES	6,075,179.00	6,279,631.00	5,143,501.61	(1,136,129.39)	81.91	6,143,271.36
NET REVENUE OVER EXPENDITURES	.00	(3,975.00)	(1,188,824.93)	1,184,849.93	(.33)	(27,239.83)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TAXES						
101-31010 TAXES - CURRENT	4,119,723.00	4,119,723.00	2,170,662.19	1,949,060.81	52.69	4,022,013.23
101-31020 TAXES - DELINQUENT	35,000.00	17,000.00	8,655.34	8,344.66	50.91	28,548.11
101-31050 EXCESS TAX INCREMENTS	.00	1,937.00	1,937.89	(.89)	100.05	4,688.13
101-31051 DECERT TIF DISTRICT PROCEE	.00	.00	.00	.00	.00	6,544.38
101-31060 PENALTIES AND INTEREST	2,560.00	2,560.00	1,918.62	641.38	74.95	8,484.78
101-31061 TAX ON FORFEITED PROP PURCHAS	.00	49,893.00	49,893.94	(.94)	100.00	29,831.77
101-31062 TAX ABATEMENTS PD BY COUNTY	.00	.00	.00	.00	.00	(50,960.46)
TOTAL TAXES	4,157,283.00	4,191,113.00	2,233,067.98	1,958,045.02	53.28	4,049,149.94
LICENSES AND PERMITS						
101-32110 LIQUOR LICENSES	14,000.00	14,000.00	14,000.00	.00	100.00	14,800.00
101-32180 CIGARETTES	3,000.00	3,000.00	926.00	2,074.00	30.87	2,500.00
101-32184 CABLE FRANCHISE FEES	50,000.00	51,000.00	45,626.96	5,373.04	89.46	53,267.08
101-32185 REFUSE HAULER FRANCHISE FEE	1,250.00	1,250.00	1,250.00	.00	100.00	1,250.00
101-32199 OTHER BUS LIC & PERMITS	1,000.00	3,000.00	3,000.00	.00	100.00	3,000.00
101-32218 CITY SHARE ELEC INSPECTIONS	1,000.00	(1,558.00)	(304.00)	(1,254.00)	(19.51)	4,663.30
101-32219 RETAINAGE OF BLDG SURCHARGE	100.00	428.00	428.70	(.70)	100.16	415.38
101-32220 BUILDING PERMITS	95,000.00	235,813.00	237,966.26	(2,153.26)	100.91	196,329.83
101-32222 MECHANICAL PERMITS	5,000.00	18,336.00	25,123.80	(6,787.80)	137.02	16,476.42
101-32225 INVESTIGATION (PENALTY FEE)	100.00	610.00	610.00	.00	100.00	1,702.00
101-32226 CONTRACTOR LIC VERIFICATIONFEE	300.00	600.00	605.00	(5.00)	100.83	775.00
101-32230 PLUMBING PERMITS	4,000.00	16,701.00	20,647.88	(3,946.88)	123.63	7,883.00
101-32240 SIGN PERMITS	1,500.00	1,119.00	1,119.37	(.37)	100.03	1,290.00
101-32299 PLANNING & ZONING FEES	3,000.00	3,855.00	4,573.85	(718.85)	118.65	6,379.00
TOTAL LICENSES AND PERMITS	179,250.00	348,154.00	355,573.82	(7,419.82)	102.13	310,730.81
INTERGOVERNMENTAL REVENUES						
101-33165 FEDERAL GRANTS - OTHER	750.00	6,681.00	6,681.17	(.17)	100.00	5,628.64
101-33401 LOCAL GOVERNMENT AID (LGA)	725,399.00	725,399.00	362,699.50	362,699.50	50.00	689,437.00
101-33404 STATE AID - OTHER	3,500.00	4,630.00	4,630.00	.00	100.00	10,829.62
101-33405 PERA AID	5,822.00	5,822.00	2,911.00	2,911.00	50.00	5,822.00
101-33418 MSA - MAINTENANCE	25,000.00	25,000.00	25,000.00	.00	100.00	25,000.00
101-33420 FIRE STATE AID (2% INS PREM.)	72,106.00	.00	.00	.00	.00	69,499.80
101-33421 POLICE STATE AID	85,000.00	121,308.00	121,308.63	(.63)	100.00	100,974.48
101-33422 SCHOOL DIST COST FOR OFFICER	70,212.00	70,212.00	53,231.67	16,980.33	75.82	65,814.78
101-33424 SCHOOL DIST ASST SRO#2	55,515.00	55,515.00	55,515.00	.00	100.00	.00
101-33610 CTY GRANTS & AIDS FOR HWYS	4,000.00	4,368.00	4,368.00	.00	100.00	4,039.42
101-33620 OTHER COUNTY GRANTS AND AIDS	16,000.00	16,000.00	16,000.00	.00	100.00	16,000.00
TOTAL INTERGOVERNMENTAL REVE	1,063,304.00	1,034,935.00	652,344.97	382,590.03	63.03	993,045.74

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	26.00
101-34105 SALES - MAPS, COPIES, ETC.	155.00	446.00	446.00	.00	100.00	201.75
101-34201 POLICE DEPARTMENT REPORTS	2,000.00	2,470.00	2,500.50	(30.50)	101.23	2,921.50
101-34202 POLICE ADMINISTRATION FEES	1,000.00	2,485.00	2,585.00	(100.00)	104.02	1,615.00
101-34205 PAWN SHOP TRANSACTION REVENUE	5,000.00	5,000.00	4,635.00	365.00	92.70	7,437.50
101-34206 FIRE PROT TOWNSHIP CONTRACT	100,000.00	87,958.00	87,958.91	(.91)	100.00	84,478.50
101-34210 FIRE PROTECTION ADMINISTRATION	2,000.00	1,658.00	1,658.00	.00	100.00	1,282.00
101-34951 SALE OF SERVICE AND SUPPLIES	.00	572.00	732.40	(160.40)	128.04	8,864.55
TOTAL CHARGES FOR SERVICES	110,155.00	100,589.00	100,515.81	73.19	99.93	106,826.80
<u>FINES AND FORFEITURES</u>						
101-35101 COURT FINES	37,000.00	37,000.00	32,258.37	4,741.63	87.18	50,362.05
101-35102 PARKING FINES	1,000.00	1,020.00	1,020.00	.00	100.00	845.00
101-35104 ANIMAL CONTROL FINES	1,750.00	1,175.00	1,235.00	(60.00)	105.11	1,770.00
101-35105 ADMINISTRATIVE CITATION FINE	500.00	800.00	4,770.00	(3,970.00)	596.25	8,900.00
TOTAL FINES AND FORFEITURES	40,250.00	39,995.00	39,283.37	711.63	98.22	61,877.05
<u>OTHER</u>						
101-36102 SPECIAL ASSESSMENT INTEREST	.00	.00	.00	.00	.00	258.89
101-36103 ASSESSMENTS PD VIA FORFEITURE	.00	.00	.00	.00	.00	2,889.76
101-36200 MISCELLANEOUS	1,937.00	1,937.00	26,927.41	(24,990.41)	1,390.16	1,920.57
101-36210 INTEREST EARNINGS	12,000.00	15,727.00	.00	15,727.00	.00	91,102.99
101-36220 FACILITY RENTAL	10,000.00	17,818.00	21,568.50	(3,750.50)	121.05	17,639.00
101-36221 AFRC RENTAL FEES	.00	.00	.00	.00	.00	23,852.50
101-36222 AFRC SUPERVISION FEE	.00	.00	.00	.00	.00	2,380.00
101-36230 DONATIONS	500.00	1,010.00	1,010.00	.00	100.00	3,608.00
101-36240 PATRONAGE CAPITAL	500.00	500.00	406.64	93.36	81.33	749.48
101-36242 ALLINA WELLNESS GRANT	.00	670.00	670.00	.00	100.00	.00
101-36501 SALE OF PROPERTY	.00	23,208.00	23,208.18	(.18)	100.00	.00
101-36999 FIRE ON THE RUM IN & OUT	.00	.00	100.00	(100.00)	.00	.00
TOTAL OTHER	24,937.00	60,870.00	73,890.73	(13,020.73)	121.39	144,401.19
<u>OTHER FINANCING SOURCES</u>						
101-39203 TRANSFERS FROM OTHER FUNDS	500,000.00	500,000.00	500,000.00	.00	100.00	450,000.00
TOTAL OTHER FINANCING SOURCES	500,000.00	500,000.00	500,000.00	.00	100.00	450,000.00

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND REVENUE:	6,075,179.00	6,275,656.00	3,954,676.68			6,116,031.53

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MAYOR AND CITY COUNCIL						
<i>PERSONAL SERVICES</i>						
101-41110-101	21,400.00	21,400.00	17,833.50	(3,566.50)	83.33	21,400.20
101-41110-122	1,638.00	1,638.00	1,364.04	(273.96)	83.27	1,636.85
101-41110-151	82.00	90.00	68.83	(21.17)	76.48	79.02
TOTAL PERSONAL SERVICES	23,120.00	23,128.00	19,266.37	(3,861.63)	83.30	23,116.07
<i>SUPPLIES</i>						
101-41110-200	300.00	300.00	.00	(300.00)	.00	22.14
101-41110-210	100.00	100.00	.00	(100.00)	.00	205.73
101-41110-213	1,500.00	.00	.00	.00	.00	.00
101-41110-214	1,500.00	754.00	245.19	(508.81)	32.52	1,206.04
TOTAL SUPPLIES	3,400.00	1,154.00	245.19	(908.81)	21.25	1,433.91
<i>OTHER SERVICES AND CHARGES</i>						
101-41110-304	2,000.00	2,000.00	800.00	(1,200.00)	40.00	.00
101-41110-331	2,000.00	2,000.00	1,588.69	(411.31)	79.43	430.52
101-41110-334	265.00	265.00	.00	(265.00)	.00	71.68
101-41110-340	50.00	50.00	.00	(50.00)	.00	.00
101-41110-360	1,000.00	1,000.00	807.04	(192.96)	80.70	994.01
TOTAL OTHER SERVICES AND CHA	5,315.00	5,315.00	3,195.73	(2,119.27)	60.13	1,496.21
<i>MISCELLANEOUS</i>						
101-41110-430	200.00	200.00	25.00	(175.00)	12.50	.00
101-41110-433	300.00	300.00	.00	(300.00)	.00	30.00
101-41110-440	2,000.00	1,575.00	1,164.00	(411.00)	73.90	874.00
101-41110-441	250.00	250.00	.00	(250.00)	.00	250.00
101-41110-455	10,500.00	10,500.00	10,106.25	(393.75)	96.25	10,275.00
TOTAL MISCELLANEOUS	13,250.00	12,825.00	11,295.25	(1,529.75)	88.07	11,429.00
TOTAL MAYOR AND CITY COUNCIL	45,085.00	42,422.00	34,002.54	(8,419.46)	80.15	37,475.19

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
ADMINISTRATION						
<i>PERSONAL SERVICES</i>						
101-41320-101	FULL-TIME EMPLOYEES - REGULAR	135,262.00	110,262.00	98,502.45 (11,759.55)	89.33	135,275.32
101-41320-102	FULL-TIME EMPLOYEES - OVERTIME	300.00	100.00	17.73 (82.27)	17.73	.00
101-41320-103	PART-TIME - REGULAR	.00	24,800.00	16,868.56 (7,931.44)	68.02	.00
101-41320-105	TEMP/SEAS EMPLOYEES - OVERTIME	.00	100.00	12.72 (87.28)	12.72	.00
101-41320-121	PERA (EMPLOYER)	10,317.00	10,317.00	8,655.10 (1,661.90)	83.89	9,820.76
101-41320-122	FICA/MEDICARE (EMPLOYER)	10,523.00	10,523.00	8,559.15 (1,963.85)	81.34	10,037.39
101-41320-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	27,639.00	27,639.00	16,104.86 (11,534.14)	58.27	25,702.38
101-41320-132	ADMIN-LONGEVITY PAY	2,296.00	2,296.00	.00 (2,296.00)	.00	.00
101-41320-133	ADMIN-INS DEDUCTIBLE CONTRIB	2,400.00	2,400.00	2,270.68 (129.32)	94.61	2,001.44
101-41320-151	WORKERS' COMPENSATION PREMIU	1,084.00	1,084.00	789.49 (294.51)	72.83	908.90
101-41320-153	CITY WIDE RE-EMPLOY COMPENSATI	13,000.00	2,000.00	.00 (2,000.00)	.00	4.72
101-41320-154	HRA/FLEX FEES	175.00	175.00	133.32 (41.68)	76.18	148.80
TOTAL PERSONAL SERVICES		202,996.00	191,696.00	151,914.06 (39,781.94)	79.25	183,899.71
<i>SUPPLIES</i>						
101-41320-201	OFFICE SUPPLIES - ACCESSORIES	1,800.00	1,300.00	801.50 (498.50)	61.65	1,342.95
101-41320-202	DUPLICATING & COPYING SUPPLIES	1,000.00	1,500.00	1,321.45 (178.55)	88.10	2,016.72
101-41320-203	CITY NEWSLETTER COSTS	6,500.00	4,500.00	1,361.60 (3,138.40)	30.26	2,089.99
101-41320-204	STATIONARY, FORMS & ENVELOPES	1,000.00	554.00	276.00 (278.00)	49.82	.00
101-41320-209	SOFTWARE UPDATES	1,000.00	1,000.00	523.99 (476.01)	52.40	425.00
101-41320-210	MISCELLANEOUS OPER SUPPLIES	1,000.00	1,000.00	497.64 (502.36)	49.76	1,910.61
101-41320-221	REPAIR & MAINT SUPP - VEH/EQ	500.00	500.00	12.24 (487.76)	2.45	220.12
101-41320-240	SMALL TOOLS AND MINOR EQUIPME	1,500.00	1,500.00	980.95 (519.05)	65.40	.00
TOTAL SUPPLIES		14,300.00	11,854.00	5,775.37 (6,078.63)	48.72	8,005.39
<i>OTHER SERVICES AND CHARGES</i>						
101-41320-304	MISC PROFESSIONAL SERVICES	2,000.00	2,000.00	1,032.32 (967.68)	51.62	5,449.00
101-41320-313	MARCO IT MGMT & BACKUP	.00	.00	.00 .00	.00	438.00
101-41320-322	POSTAGE	4,500.00	3,500.00	1,952.68 (1,547.32)	55.79	5,001.15
101-41320-331	TRAVEL/MEALS/LODGING	1,000.00	500.00	192.55 (307.45)	38.51	384.34
101-41320-334	MILEAGE REIMBURSEMENT	500.00	500.00	28.80 (471.20)	5.76	173.04
101-41320-340	ADVERTISING	100.00	600.00	742.41 142.41	123.74	6.61
101-41320-351	LEGAL NOTICES/ORD PUBLISHING	2,000.00	2,000.00	386.70 (1,613.30)	19.34	2,519.57
101-41320-360	INSURANCE AND BONDS	2,600.00	2,600.00	1,895.25 (704.75)	72.89	1,888.32
TOTAL OTHER SERVICES AND CHA		12,700.00	11,700.00	6,230.71 (5,469.29)	53.25	15,860.03

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	500.00	500.00	120.00	(380.00)	24.00	.00
101-41320-409 MAINT CONTRACTS - OFFICE EQUIP	9,000.00	11,000.00	10,670.99	(329.01)	97.01	10,274.00
101-41320-430 MISCELLANEOUS	300.00	138.00	.00	(138.00)	.00	.00
101-41320-433 DUES AND SUBSCRIPTIONS	300.00	462.00	461.34	(.66)	99.86	415.00
101-41320-437 CITY WIDE DUES & SUBSCRIPTIONS	12,500.00	12,500.00	12,262.00	(238.00)	98.10	11,048.00
101-41320-440 SCHOOLS AND MEETINGS	3,000.00	2,000.00	98.00	(1,902.00)	4.90	345.00
101-41320-489 OTHER CONTRACTED SERVICES	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	<i>26,600.00</i>	<i>27,600.00</i>	<i>23,612.33</i>	<i>(3,987.67)</i>	<i>85.55</i>	<i>22,082.00</i>
TOTAL ADMINISTRATION	256,596.00	242,850.00	187,532.47	(55,317.53)	77.22	229,847.13

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	8,000.00	.00	.00	.00	.00	5,520.26
<i>TOTAL PERSONAL SERVICES</i>	8,000.00	.00	.00	.00	.00	5,520.26
<i>SUPPLIES</i>						
101-41410-200 MISCELLANEOUS OFFICE SUPPLIES	700.00	.00	.00	.00	.00	.00
<i>TOTAL SUPPLIES</i>	700.00	.00	.00	.00	.00	.00
<i>OTHER SERVICES AND CHARGES</i>						
101-41410-331 TRAVEL/MEALS/LODGING	500.00	.00	.00	.00	.00	47.33
101-41410-351 LEGAL NOTICES/ORD PUBLISHING	500.00	.00	.00	.00	.00	48.15
<i>TOTAL OTHER SERVICES AND CHA</i>	1,000.00	.00	.00	.00	.00	95.48
<i>MISCELLANEOUS</i>						
101-41410-408 MAINT CONTRACTS - MACH/EQUIP	1,200.00	1,200.00	775.00	(425.00)	64.58	940.00
<i>TOTAL MISCELLANEOUS</i>	1,200.00	1,200.00	775.00	(425.00)	64.58	940.00
TOTAL ELECTIONS	10,900.00	1,200.00	775.00	(425.00)	64.58	6,555.74

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
FINANCE/MIS						
<i>PERSONAL SERVICES</i>						
101-41500-101 FULL-TIME EMPLOYEES - REGULAR	145,097.00	145,097.00	125,577.62	(19,519.38)	86.55	140,314.57
101-41500-102 FULL-TIME EMPLOYEES - OVERTIME	100.00	100.00	.00	(100.00)	.00	.00
101-41500-121 PERA (EMPLOYER)	11,230.00	11,230.00	9,418.32	(1,811.68)	83.87	10,108.52
101-41500-122 FICA/MEDICARE (EMPLOYER)	11,455.00	11,455.00	9,138.36	(2,316.64)	79.78	10,181.51
101-41500-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	27,639.00	27,639.00	27,670.60	31.60	100.11	25,702.28
101-41500-132 FINANCE LONGEVITY PAY	4,632.00	4,632.00	.00	(4,632.00)	.00	.00
101-41500-133 FINANCE INS DEDUCTIBLE CONTRIB	2,400.00	2,400.00	1,122.30	(1,277.70)	46.76	2,200.00
101-41500-151 WORKERS' COMPENSATION PREMIU	1,180.00	1,180.00	916.54	(263.46)	77.67	976.25
101-41500-154 HRA/FLEX FEES	175.00	175.00	128.62	(46.38)	73.50	148.80
TOTAL PERSONAL SERVICES	203,908.00	203,908.00	173,972.36	(29,935.64)	85.32	189,631.93
<i>SUPPLIES</i>						
101-41500-201 OFFICE SUPPLIES - ACCESSORIES	2,100.00	2,100.00	893.27	(1,206.73)	42.54	1,510.72
101-41500-204 STATIONARY, FORMS & ENVELOPES	2,800.00	2,800.00	1,720.35	(1,079.65)	61.44	1,866.38
101-41500-209 SOFTWARE UPDATES	1,000.00	1,000.00	675.00	(325.00)	67.50	675.00
101-41500-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	96.11	(403.89)	19.22	589.99
101-41500-240 SMALL TOOLS AND MINOR EQUIPME	2,000.00	1,500.00	.00	(1,500.00)	.00	.00
TOTAL SUPPLIES	8,400.00	7,900.00	3,384.73	(4,515.27)	42.84	4,642.09
<i>OTHER SERVICES AND CHARGES</i>						
101-41500-301 AUDITING AND ACCOUNTING	30,000.00	30,000.00	29,000.00	(1,000.00)	96.67	30,000.00
101-41500-304 MISC PROFESSIONAL SERVICES	3,000.00	2,500.00	.00	(2,500.00)	.00	2,025.00
101-41500-309 EDP PROFESSIONAL SERVICES	20,000.00	20,000.00	15,994.25	(4,005.75)	79.97	16,144.25
101-41500-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
101-41500-331 TRAVEL/MEALS/LODGING	500.00	274.00	257.40	(16.60)	93.94	155.98
101-41500-334 MILEAGE REIMBURSEMENT	210.00	736.00	616.98	(119.02)	83.83	213.92
101-41500-351 LEGAL NOTICES/ORD PUBLISHING	600.00	195.00	143.36	(51.64)	73.52	416.88
101-41500-360 INSURANCE AND BONDS	1,600.00	1,455.00	1,451.44	(3.56)	99.76	1,717.16
TOTAL OTHER SERVICES AND CHA	55,910.00	55,160.00	47,463.43	(7,696.57)	86.05	51,111.19
<i>MISCELLANEOUS</i>						
101-41500-409 MAINT CONTRACTS - OFFICE EQUIP	17,500.00	17,500.00	13,808.00	(3,692.00)	78.90	11,774.00
101-41500-430 MISCELLANEOUS	1,069.00	919.00	178.07	(740.93)	19.38	(278.11)
101-41500-431 UNCOLLECTIBLE ACCOUNT EXP	.00	.00	.00	.00	.00	9,325.03
101-41500-433 DUES AND SUBSCRIPTIONS	2,200.00	2,200.00	1,628.59	(571.41)	74.03	2,013.14
101-41500-440 SCHOOLS AND MEETINGS	2,000.00	2,400.00	2,018.00	(382.00)	84.08	694.00
TOTAL MISCELLANEOUS	22,769.00	23,019.00	17,632.66	(5,386.34)	76.60	23,528.06
TOTAL FINANCE/MIS	290,987.00	289,987.00	242,453.18	(47,533.82)	83.61	268,913.27

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>LEGAL</u>							
<i>OTHER SERVICES & CHARGES</i>							
101-41610-304	LEGAL FEES	53,000.00	53,000.00	32,839.28	(20,160.72)	61.96	67,671.81
101-41610-305	PROSECUTION SERVICES	42,000.00	42,000.00	29,626.47	(12,373.53)	70.54	39,501.96
<i>TOTAL OTHER SERVICES & CHARG</i>		<u>95,000.00</u>	<u>95,000.00</u>	<u>62,465.75</u>	<u>(32,534.25)</u>	<u>65.75</u>	<u>107,173.77</u>
TOTAL LEGAL		<u><u>95,000.00</u></u>	<u><u>95,000.00</u></u>	<u><u>62,465.75</u></u>	<u><u>(32,534.25)</u></u>	<u><u>65.75</u></u>	<u><u>107,173.77</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
BUILDING DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-41920-101	FULL-TIME EMPLOYEES - REGULAR	218,378.00	218,378.00	174,233.77 (44,144.23)	79.79	209,553.53
101-41920-121	PERA (EMPLOYER)	15,872.00	15,872.00	13,067.52 (2,804.48)	82.33	14,857.64
101-41920-122	FICA/MEDICARE (EMPLOYER)	17,136.00	17,136.00	12,865.97 (4,270.03)	75.08	15,294.55
101-41920-131	MEDICAL/DENTAL/LIFE	42,602.00	42,602.00	46,122.69 3,520.69	108.26	38,552.19
101-41920-132	BLDG DEPT LONGEVITY PAY	5,628.00	5,628.00	.00 (5,628.00)	.00	.00
101-41920-133	BLDG DEPT INS DEDUCTIBLE CONTR	4,800.00	4,600.00	1,638.69 (2,961.31)	35.62	1,849.58
101-41920-151	WORKERS' COMPENSATION PREMIU	1,804.00	1,804.00	1,535.93 (268.07)	85.14	1,409.79
101-41920-154	HRA/FLEX FEES	.00	200.00	202.33 2.33	101.17	223.20
TOTAL PERSONAL SERVICES		306,220.00	306,220.00	249,666.90 (56,553.10)	81.53	281,740.48
<i>SUPPLIES</i>						
101-41920-201	OFFICE SUPPLIES	750.00	750.00	580.86 (169.14)	77.45	1,035.16
101-41920-209	SOFTWARE UPDATES	500.00	500.00	117.55 (382.45)	23.51	382.00
101-41920-210	MISCELLANEOUS OPER SUPPLIES	2,000.00	2,000.00	258.12 (1,741.88)	12.91	849.15
101-41920-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	2,000.00	2,000.00	715.09 (1,284.91)	35.75	1,949.40
101-41920-221	REPAIRS & MAINT SUPP VEH/EQUIP	800.00	800.00	381.24 (418.76)	47.66	343.99
101-41920-240	SMALL TOOLS & MINOR EQUIPMENT	300.00	300.00	.00 (300.00)	.00	715.47
TOTAL SUPPLIES		6,350.00	6,350.00	2,052.86 (4,297.14)	32.33	5,275.17
<i>OTHER CHARGES & SERVICES</i>						
101-41920-309	EDP PROFESSIONAL SERVICES	1,500.00	3,000.00	2,156.25 (843.75)	71.88	843.75
101-41920-313	MARCO IT MGMT & BACKUP	.00	.00	.00 .00	.00	657.00
101-41920-321	TELEPHONE/CELLULAR PHONES	2,600.00	2,000.00	1,433.71 (566.29)	71.69	2,022.20
101-41920-331	TRAVEL/MEALS/LODGING	300.00	300.00	64.95 (235.05)	21.65	.00
101-41920-334	MILEAGE REIMBURSEMENT	700.00	700.00	445.05 (254.95)	63.58	571.76
101-41920-351	LEGAL NOTICES/ORDINANCE PUBLIS	.00	.00	.00 .00	.00	26.66
101-41920-360	INSURANCE AND BONDS	2,500.00	2,500.00	2,054.25 (445.75)	82.17	2,070.79
TOTAL OTHER CHARGES & SERVIC		7,600.00	8,500.00	6,154.21 (2,345.79)	72.40	6,192.16
<i>MISCELLANEOUS</i>						
101-41920-404	REPAIRS & MAINT LABOR VEH & EQ	250.00	250.00	188.71 (61.29)	75.48	.00
101-41920-409	MAINT CONTRACTS-OFFICE EQUIP	2,500.00	2,090.00	2,090.00 .00	100.00	2,090.00
101-41920-430	MISCELLANEOUS	400.00	400.00	.00 (400.00)	.00	.00
101-41920-432	CREDIT CARD FEES-BLDG PERMITS	600.00	600.00	.00 (600.00)	.00	593.54
101-41920-433	DUES AND SUBSCRIPTIONS	3,400.00	2,910.00	2,387.05 (522.95)	82.03	467.50
101-41920-440	SCHOOLS & MEETINGS	2,500.00	2,500.00	2,190.00 (310.00)	87.60	1,409.00
TOTAL MISCELLANEOUS		9,650.00	8,750.00	6,855.76 (1,894.24)	78.35	4,560.04
TOTAL BUILDING DEPARTMENT		329,820.00	329,820.00	264,729.73 (65,090.27)	80.26	297,767.85

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ENGINEERING</u>						
<i>OTHER CHARGES & SERVICES</i>						
101-41925-303 ENGINEERING FEES	33,600.00	28,148.00	16,254.19	(11,893.81)	57.75	12,954.16
<i>TOTAL OTHER CHARGES & SERVIC</i>	33,600.00	28,148.00	16,254.19	(11,893.81)	57.75	12,954.16
TOTAL ENGINEERING	33,600.00	28,148.00	16,254.19	(11,893.81)	57.75	12,954.16

CITY OF CAMBRIDGE
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FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
PLANNING						
<i>PERSONAL SERVICES</i>						
101-41935-101	FULL-TIME EMPLOYEES - REGULAR	189,800.00	193,008.00	163,984.04 (29,023.96)	84.96	158,472.87
101-41935-112	PLANNING COMMISSION PAYMENTS	2,500.00	2,000.00	1,210.00 (790.00)	60.50	2,220.00
101-41935-121	PERA (EMPLOYER)	14,475.00	14,475.00	12,298.80 (2,176.20)	84.97	11,504.84
101-41935-122	FICA/MEDICARE (EMPLOYER)	14,765.00	14,765.00	12,263.15 (2,501.85)	83.06	11,872.87
101-41935-131	MEDICAL/DENTAL/LIFE	39,238.00	39,238.00	34,600.99 (4,637.01)	88.18	25,896.82
101-41935-132	PLANNING LONGEVITY PAY	3,208.00	.00	.00	.00	.00
101-41935-133	PLANNING INS DEDUCTIBLE CONTRI	3,600.00	3,400.00	1,868.21 (1,531.79)	54.95	2,200.00
101-41935-151	WORKERS' COMPENSATION PREMIU	1,566.00	1,566.00	1,046.80 (519.20)	66.85	1,102.98
101-41935-154	HRA/FLEX FEES	.00	200.00	152.12 (47.88)	78.06	148.80
	TOTAL PERSONAL SERVICES	269,152.00	268,652.00	227,424.11 (41,227.89)	84.65	213,219.18
<i>SUPPLIES</i>						
101-41935-201	OFFICE SUPPLIES	700.00	700.00	741.34 41.34	105.91	1,005.65
101-41935-204	STATIONERY, FORMS & ENVELOPES	350.00	350.00	.00 (350.00)	.00	.00
101-41935-209	SOFTWARE UPDATES	1,500.00	1,500.00	1,100.00 (400.00)	73.33	700.00
101-41935-210	MISCELLANEOUS OPER SUPPLIES	200.00	100.00	15.22 (84.78)	15.22	.00
101-41935-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	350.00	450.00	428.68 (21.32)	95.26	292.22
101-41935-221	REPAIRS & MAINT SUPP-VEH/EQUIP	200.00	200.00	111.84 (88.16)	55.92	73.81
101-41935-240	SMALL TOOLS & MINOR EQUIPMENT	250.00	250.00	.00 (250.00)	.00	.00
	TOTAL SUPPLIES	3,550.00	3,550.00	2,397.08 (1,152.92)	67.52	2,071.68
<i>OTHER CHARGES & SERVICES</i>						
101-41935-301	PLANNING SPECIAL PROJECTS	2,500.00	2,500.00	.00 (2,500.00)	.00	1,896.00
101-41935-304	MISC PROFESSIONAL FEES	2,500.00	2,500.00	225.00 (2,275.00)	9.00	75.00
101-41935-309	EDP PROFESSIONAL SERV	1,000.00	1,700.00	1,125.00 (575.00)	66.18	1,000.00
101-41935-313	MARCO IT MGMT & BACKUP	.00	.00	.00	.00	438.00
101-41935-321	TELEPHONE/CELLULAR PHONES	700.00	1,500.00	1,059.08 (440.92)	70.61	653.32
101-41935-322	CODE ENFORCEMENT MAILING	1,500.00	.00	.00	.00	.00
101-41935-331	TRAVEL/MEALS/LODGING	500.00	500.00	97.50 (402.50)	19.50	39.99
101-41935-334	MILEAGE REIMBURSEMENT	250.00	250.00	.00 (250.00)	.00	180.32
101-41935-340	ADVERTISING	.00	.00	.00	.00	20.48
101-41935-351	LEGAL NOTICE/ORD PUBLISH	750.00	750.00	54.14 (695.86)	7.22	99.24
101-41935-360	INSURANCE AND BONDS	3,500.00	10,460.00	10,459.82 (.18)	100.00	9,733.16
	TOTAL OTHER CHARGES & SERVIC	13,200.00	20,160.00	13,020.54 (7,139.46)	64.59	14,135.51

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-41935-404 REPAIRS & MAINT LABOR VEH/EQUI	300.00	300.00	.00	(300.00)	.00	120.00
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	500.00	(1,325.88)	(1,825.88)	(265.18)	(1,321.58)
101-41935-431 PROPERTY SECURING EXP	.00	.00	2,075.55	2,075.55	.00	42.00
101-41935-432 ABATEMENT COSTS	.00	.00	.00	.00	.00	1,043.08
101-41935-433 DUES AND SUBSCRIPTIONS	600.00	600.00	445.00	(155.00)	74.17	545.00
101-41935-440 SCHOOL AND MEETINGS	1,500.00	1,500.00	607.71	(892.29)	40.51	1,035.00
101-41935-488 COMP PLAN UPDATE	.00	85,000.00	.00	(85,000.00)	.00	.00
101-41935-489 OTHER CONTRACTED SERVICES	1,000.00	500.00	130.00	(370.00)	26.00	.00
101-41935-490 FLYOVER PICTURES	.00	30,000.00	.00	(30,000.00)	.00	.00
TOTAL MISCELLANEOUS	7,400.00	121,400.00	4,922.38	(116,477.62)	4.05	4,453.50
TOTAL PLANNING	293,302.00	413,762.00	247,764.11	(165,997.89)	59.88	233,879.87

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
NEW CITY HALL BUILDING						
<i>PERSONAL SERVICES</i>						
101-41950-101 FULL-TIME EMPLOYEES - REGULAR	22,807.00	22,807.00	19,974.10	(2,832.90)	87.58	10,397.38
101-41950-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	1,000.00	.00	(1,000.00)	.00	.00
101-41950-121 PERA (EMPLOYER)	1,793.00	1,793.00	1,453.38	(339.62)	81.06	774.30
101-41950-122 FICA/MEDICARE (EMPLOYER)	1,829.00	1,829.00	1,480.39	(348.61)	80.94	787.38
101-41950-131 MEDICAL/DENTAL/LIFE	6,923.00	6,923.00	6,921.73	(1.27)	99.98	1,720.68
101-41950-132 LONGEVITY PAY	100.00	100.00	.00	(100.00)	.00	.00
101-41950-133 DEDUCTIBLE CONTRIBUTION	600.00	600.00	.00	(600.00)	.00	.00
101-41950-151 WORKERS' COMPENSATION PREMIU	1,389.00	1,389.00	1,089.59	(299.41)	78.44	822.66
101-41950-154 HRA/FLEX FEES	44.00	44.00	32.15	(11.85)	73.07	34.85
<i>TOTAL PERSONAL SERVICES</i>	<u>36,485.00</u>	<u>36,485.00</u>	<u>30,951.34</u>	<u>(5,533.66)</u>	<u>84.83</u>	<u>14,537.25</u>
<i>SUPPLIES</i>						
101-41950-212 GASOLINE/FUEL	.00	500.00	36.32	(463.68)	7.26	42.16
101-41950-215 MAINTENANCE SUPPLIES	12,000.00	11,500.00	6,327.65	(5,172.35)	55.02	12,787.09
101-41950-240 SMALL TOOLS & EQUIPMENT	2,000.00	2,000.00	.00	(2,000.00)	.00	.00
<i>TOTAL SUPPLIES</i>	<u>14,000.00</u>	<u>14,000.00</u>	<u>6,363.97</u>	<u>(7,636.03)</u>	<u>45.46</u>	<u>12,829.25</u>
<i>OTHER SERVICES AND CHARGES</i>						
101-41950-321 TELEPHONE/CELLULAR PHONES	15,000.00	15,000.00	13,258.23	(1,741.77)	88.39	14,540.12
101-41950-360 INSURANCE AND BONDS	3,000.00	3,000.00	2,274.66	(725.34)	75.82	2,293.65
101-41950-381 ELECTRIC UTILITIES	11,500.00	11,500.00	7,953.52	(3,546.48)	69.16	10,793.05
101-41950-382 WATER/WASTEWATER UTILITIES	1,100.00	1,100.00	1,007.80	(92.20)	91.62	937.93
101-41950-383 GAS UTILITIES	8,000.00	8,000.00	4,400.79	(3,599.21)	55.01	9,674.96
101-41950-384 REFUSE HAULING	8,000.00	8,000.00	5,534.27	(2,465.73)	69.18	7,390.51
<i>TOTAL OTHER SERVICES AND CHA</i>	<u>46,600.00</u>	<u>46,600.00</u>	<u>34,429.27</u>	<u>(12,170.73)</u>	<u>73.88</u>	<u>45,630.22</u>
<i>MISCELLANEOUS</i>						
101-41950-401 REPAIRS & MAINT LABOR - BLDGS	12,000.00	12,000.00	13,447.14	1,447.14	112.06	25,924.20
101-41950-405 JANITOR SERVICES	.00	.00	115.00	115.00	.00	1,453.00
101-41950-409 MAINT CONTRACTS - OFFICE EQUIP	2,921.00	2,921.00	2,693.10	(227.90)	92.20	667.50
101-41950-413 RENTALS - OFFICE EQUIPMENT	15,000.00	15,000.00	9,480.01	(5,519.99)	63.20	13,859.27
101-41950-430 MISCELLANEOUS	500.00	500.00	268.25	(231.75)	53.65	769.70
<i>TOTAL MISCELLANEOUS</i>	<u>30,421.00</u>	<u>30,421.00</u>	<u>26,003.50</u>	<u>(4,417.50)</u>	<u>85.48</u>	<u>42,673.67</u>
TOTAL NEW CITY HALL BUILDING	<u><u>127,506.00</u></u>	<u><u>127,506.00</u></u>	<u><u>97,748.08</u></u>	<u><u>(29,757.92)</u></u>	<u><u>76.66</u></u>	<u><u>115,670.39</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
POLICE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42100-101	1,000,879.00	1,006,991.00	843,014.13	(163,976.87)	83.72	926,974.91
101-42100-102	.00	30,000.00	37,766.70	7,766.70	125.89	43,384.21
101-42100-103	19,704.00	19,704.00	16,247.10	(3,456.90)	82.46	42,472.47
101-42100-110	20,000.00	20,000.00	8,224.56	(11,775.44)	41.12	6,836.72
101-42100-111	2,000.00	2,000.00	739.28	(1,260.72)	36.96	169.99
101-42100-112	20,000.00	.00	.00	.00	.00	.00
101-42100-113	500.00	5,000.00	1,894.00	(3,106.00)	37.88	.00
101-42100-114	.00	1,000.00	1,170.83	170.83	117.08	84.99
101-42100-115	500.00	500.00	142.07	(357.93)	28.41	.00
101-42100-116	.00	1,500.00	1,482.58	(17.42)	98.84	.00
101-42100-117	8,673.00	8,673.00	5,081.41	(3,591.59)	58.59	.00
101-42100-118	9,030.00	14,355.00	14,354.85	(.15)	100.00	.00
101-42100-121	172,350.00	172,350.00	143,633.10	(28,716.90)	83.34	146,633.40
101-42100-122	20,270.00	20,270.00	16,478.25	(3,791.75)	81.29	18,583.60
101-42100-131	221,107.00	221,107.00	221,300.96	193.96	100.09	193,774.42
101-42100-132	27,437.00	.00	.00	.00	.00	.00
101-42100-133	19,200.00	18,200.00	13,107.91	(5,092.09)	72.02	11,044.26
101-42100-151	42,352.00	42,352.00	34,983.68	(7,368.32)	82.60	34,537.94
101-42100-154	1,500.00	1,500.00	1,028.92	(471.08)	68.59	1,125.40
<i>TOTAL PERSONAL SERVICES</i>	<i>1,585,502.00</i>	<i>1,585,502.00</i>	<i>1,360,650.33</i>	<i>(224,851.67)</i>	<i>85.82</i>	<i>1,425,422.31</i>
<i>SUPPLIES</i>						
101-42100-201	3,100.00	3,100.00	2,840.13	(259.87)	91.62	1,435.66
101-42100-202	1,000.00	493.00	192.40	(300.60)	39.03	909.54
101-42100-209	5,250.00	5,250.00	353.95	(4,896.05)	6.74	1,754.67
101-42100-210	6,500.00	6,500.00	4,572.02	(1,927.98)	70.34	9,272.66
101-42100-212	51,800.00	37,800.00	24,679.06	(13,120.94)	65.29	44,670.59
101-42100-213	3,100.00	3,100.00	3,186.40	86.40	102.79	.00
101-42100-214	400.00	907.00	906.89	(.11)	99.99	.00
101-42100-217	3,000.00	3,000.00	1,802.91	(1,197.09)	60.10	1,158.40
101-42100-221	15,000.00	15,000.00	13,863.06	(1,136.94)	92.42	14,631.34
101-42100-231	25,900.00	25,900.00	14,950.36	(10,949.64)	57.72	15,655.78
101-42100-232	2,000.00	2,000.00	230.75	(1,769.25)	11.54	.00
101-42100-240	6,050.00	6,050.00	2,541.00	(3,509.00)	42.00	3,929.95
<i>TOTAL SUPPLIES</i>	<i>123,100.00</i>	<i>109,100.00</i>	<i>70,118.93</i>	<i>(38,981.07)</i>	<i>64.27</i>	<i>93,418.59</i>

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES AND CHARGES</i>						
101-42100-304 MISC PROFESSIONAL SERVICES	10,000.00	10,000.00	10,115.86	115.86	101.16	15,889.62
101-42100-305 APPLICANT TESTING	7,600.00	7,600.00	1,500.00 (6,100.00)	19.74	2,095.80
101-42100-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	1,971.00
101-42100-321 TELEPHONE/CELLULAR PHONES	12,568.00	12,565.00	10,214.37 (2,350.63)	81.29	11,269.68
101-42100-322 POSTAGE	300.00	400.00	329.94 (70.06)	82.49	73.06
101-42100-331 TRAVEL/MEALS/LODGING	6,380.00	6,280.00	5,884.58 (395.42)	93.70	1,972.12
101-42100-334 MILEAGE REIMBURSEMENT	150.00	150.00	109.25 (40.75)	72.83	315.28
101-42100-340 ADVERTISING	.00	.00	.00	.00	.00	31.80
101-42100-360 INSURANCE AND BONDS	25,000.00	33,893.00	33,892.47 (.53)	100.00	31,385.47
101-42100-381 ELECTRIC UTILITIES	6,000.00	5,500.00	4,090.38 (1,409.62)	74.37	5,550.71
101-42100-383 GAS UTILITIES	3,600.00	3,600.00	2,167.54 (1,432.46)	60.21	4,765.29
101-42100-392 POLICE-OLD MNDOT WATER/SEWER	.00	500.00	146.47 (353.53)	29.29	.00
TOTAL OTHER SERVICES AND CHA	71,598.00	80,488.00	68,450.86 (12,037.14)	85.04	75,319.83
<i>MISCELLANEOUS</i>						
101-42100-404 REPAIR & MAINT LABOR - VEH/EQ	6,500.00	6,500.00	5,086.85 (1,413.15)	78.26	7,784.14
101-42100-409 MAINT CONTRACTS - OFFICE EQUIP	19,705.00	19,705.00	15,273.90 (4,431.10)	77.51	17,292.51
101-42100-410 POLICE RESERVE ACTIVITY	1,500.00	1,500.00	88.18 (1,411.82)	5.88	1,800.34
101-42100-411 POLICE-AUTO PAWN SERVICE	2,700.00	2,700.00	1,677.60 (1,022.40)	62.13	2,640.60
101-42100-413 RENTALS - OFFICE EQUIPMENT	2,750.00	2,750.00	.00 (2,750.00)	.00	.00
101-42100-429 MNDOT FACILITY OPERATING COSTS	.00	4,500.00	2,489.54 (2,010.46)	55.32	.00
101-42100-430 MISCELLANEOUS	500.00	400.00	.00 (400.00)	.00	150.00
101-42100-433 DUES AND SUBSCRIPTIONS	6,250.00	6,250.00	6,009.57 (240.43)	96.15	2,666.72
101-42100-440 SCHOOLS AND MEETINGS	13,000.00	13,500.00	13,287.77 (212.23)	98.43	6,053.49
101-42100-489 OTHER CONTRACTED SERVICES	640.00	850.00	848.89 (1.11)	99.87	858.65
TOTAL MISCELLANEOUS	53,545.00	58,655.00	44,762.30 (13,892.70)	76.31	39,246.45
TOTAL POLICE DEPARTMENT	1,833,745.00	1,833,745.00	1,543,982.42 (289,762.58)	84.20	1,633,407.18

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
FIRE DEPARTMENT						
<i>PERSONAL SERVICES</i>						
101-42200-101	67,379.00	67,379.00	57,001.64	(10,377.36)	84.60	40,891.95
101-42200-103	47,000.00	46,800.00	38,805.00	(7,995.00)	82.92	49,039.68
101-42200-121	10,915.00	10,915.00	9,234.25	(1,680.75)	84.60	6,419.61
101-42200-122	8,751.00	8,751.00	3,776.91	(4,974.09)	43.16	4,337.81
101-42200-131	13,818.00	13,818.00	13,835.30	17.30	100.13	8,586.52
101-42200-133	1,200.00	1,200.00	641.00	(559.00)	53.42	.00
101-42200-151	26,801.00	26,801.00	22,586.65	(4,214.35)	84.28	22,056.15
101-42200-154	.00	200.00	64.30	(135.70)	32.15	37.60
<i>TOTAL PERSONAL SERVICES</i>	175,864.00	175,864.00	145,945.05	(29,918.95)	82.99	131,369.32
<i>SUPPLIES</i>						
101-42200-201	800.00	500.00	711.06	211.06	142.21	1,456.72
101-42200-204	100.00	.00	.00	.00	.00	.00
101-42200-210	6,000.00	7,111.00	7,125.60	14.60	100.21	11,352.52
101-42200-211	.00	.00	.00	.00	.00	834.62
101-42200-212	7,700.00	7,000.00	5,394.24	(1,605.76)	77.06	7,152.88
101-42200-215	.00	.00	.00	.00	.00	77.89
101-42200-221	6,500.00	28,000.00	27,617.31	(382.69)	98.63	6,765.35
101-42200-223	1,000.00	1,000.00	516.40	(483.60)	51.64	1,407.25
101-42200-231	12,500.00	12,500.00	11,710.42	(789.58)	93.68	15,055.16
101-42200-240	4,000.00	4,000.00	2,038.21	(1,961.79)	50.96	4,276.71
<i>TOTAL SUPPLIES</i>	38,600.00	60,111.00	55,113.24	(4,997.76)	91.69	48,379.10
<i>OTHER SERVICES AND CHARGES</i>						
101-42200-301	4,200.00	5,900.00	5,900.00	.00	100.00	4,668.75
101-42200-304	7,500.00	7,500.00	7,439.95	(60.05)	99.20	6,721.50
101-42200-306	72,106.00	.00	.00	.00	.00	69,499.80
101-42200-307	10,000.00	10,000.00	10,000.00	.00	100.00	10,000.00
101-42200-313	.00	.00	.00	.00	.00	438.00
101-42200-321	1,500.00	1,500.00	520.00	(980.00)	34.67	1,120.90
101-42200-331	1,500.00	1,500.00	498.63	(1,001.37)	33.24	940.53
101-42200-334	500.00	.00	.00	.00	.00	462.56
101-42200-340	150.00	150.00	.00	(150.00)	.00	120.03
101-42200-360	9,000.00	7,484.00	7,483.85	(.15)	100.00	7,195.05
101-42200-381	15,500.00	15,500.00	11,326.48	(4,173.52)	73.07	15,446.44
101-42200-382	400.00	700.00	567.65	(132.35)	81.09	436.77
101-42200-383	3,800.00	1,506.00	331.85	(1,174.15)	22.04	3,308.41
<i>TOTAL OTHER SERVICES AND CHA</i>	126,156.00	51,740.00	44,068.41	(7,671.59)	85.17	120,358.74

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-42200-401 REPAIR & MAINT LABOR - BLDGS	1,500.00	764.00	764.00	.00	100.00	1,159.00
101-42200-404 REPAIR & MAINT LABOR - VEH/EQ	1,500.00	3,047.00	3,047.25	.25	100.01	2,519.90
101-42200-430 MISCELLANEOUS	.00	.00	134.22	134.22	.00	190.00
101-42200-433 DUES AND SUBSCRIPTIONS	1,300.00	1,785.00	1,785.00	.00	100.00	721.00
101-42200-440 SCHOOLS AND MEETINGS	8,000.00	4,850.00	2,067.00	(2,783.00)	42.62	4,234.87
101-42200-441 GRANT FUNDED SCHOOLS	.00	3,918.00	5,386.00	1,468.00	137.47	8,060.00
<i>TOTAL MISCELLANEOUS</i>	<u>12,300.00</u>	<u>14,364.00</u>	<u>13,183.47</u>	<u>(1,180.53)</u>	<u>91.78</u>	<u>16,884.77</u>
<i>FUNCTION 9</i>						
101-42200-999 ARLINGTON FIRE COSTS	.00	26,722.00	26,721.29	(.71)	100.00	.00
<i>TOTAL FUNCTION 9</i>	<u>.00</u>	<u>26,722.00</u>	<u>26,721.29</u>	<u>(.71)</u>	<u>100.00</u>	<u>.00</u>
TOTAL FIRE DEPARTMENT	<u><u>352,920.00</u></u>	<u><u>328,801.00</u></u>	<u><u>285,031.46</u></u>	<u><u>(43,769.54)</u></u>	<u><u>86.69</u></u>	<u><u>316,991.93</u></u>

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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EMERGENCY MANAGEMENT						
<i>SUPPLIES</i>						
101-42300-201 OFFICE SUPPLIES	500.00	500.00	.00	(500.00)	.00	38.34
101-42300-202 DUPLICATING & COPYING SUPPLIES	500.00	500.00	.00	(500.00)	.00	.00
101-42300-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	49.96	(450.04)	9.99	.00
101-42300-240 SMALL TOOLS AND MINOR EQUIP	3,000.00	2,090.00	.00	(2,090.00)	.00	2,266.46
TOTAL SUPPLIES	4,500.00	3,590.00	49.96	(3,540.04)	1.39	2,304.80
<i>OTHER SERVICES AND CHARGES</i>						
101-42300-304 MISC PROF SERVICES	.00	1,000.00	968.75	(31.25)	96.88	.00
101-42300-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	2,565.00
101-42300-321 TELEPHONE	200.00	110.00	105.03	(4.97)	95.48	.00
101-42300-331 TRAVEL/MEALS/LODGING	500.00	500.00	182.25	(317.75)	36.45	39.90
TOTAL OTHER SERVICES AND CHA	700.00	1,610.00	1,256.03	(353.97)	78.01	2,604.90
<i>MISCELLANEOUS</i>						
101-42300-440 SCHOOLS AND MEETINGS	2,500.00	2,500.00	.00	(2,500.00)	.00	.00
TOTAL MISCELLANEOUS	2,500.00	2,500.00	.00	(2,500.00)	.00	.00
TOTAL EMERGENCY MANAGEMENT	7,700.00	7,700.00	1,305.99	(6,394.01)	16.96	4,909.70

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>ANIMAL CONTROL</u>							
<i>OTHER SERVICES & CHARGES</i>							
101-42700-310	ANIMAL CONTROL SERVICES	12,000.00	6,000.00	4,000.00	(2,000.00)	66.67	5,380.00
101-42700-340	ADVERTISING	.00	.00	.00	.00	.00	68.40
<i>TOTAL OTHER SERVICES & CHARG</i>		<u>12,000.00</u>	<u>6,000.00</u>	<u>4,000.00</u>	<u>(2,000.00)</u>	<u>66.67</u>	<u>5,448.40</u>
TOTAL ANIMAL CONTROL		<u><u>12,000.00</u></u>	<u><u>6,000.00</u></u>	<u><u>4,000.00</u></u>	<u><u>(2,000.00)</u></u>	<u><u>66.67</u></u>	<u><u>5,448.40</u></u>

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

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
STREETS						
<i>PERSONAL SERVICES</i>						
101-43001-101	FULL-TIME EMPLOYEES - REGULAR	526,731.00	526,731.00	458,008.96 (68,722.04)	86.95	546,637.08
101-43001-102	FULL-TIME EMPLOYEES - OVERTIME	30,000.00	12,200.00	794.39 (11,405.61)	6.51	32,017.50
101-43001-104	TEMP/SEAS EMPLOYEES REGULAR	17,913.00	6,589.00	6,588.15 (.85)	99.99	11,026.91
101-43001-110	HOURS WORKED HOLIDAY	.00	.00	.00	.00	6,450.72
101-43001-111	OVERTIME-SNOWPLOWING	.00	7,000.00	5,153.70 (1,846.30)	73.62	7,700.75
101-43001-112	OVERTIME MOSQUITO SPRAYING	.00	2,000.00	1,829.43 (170.57)	91.47	.00
101-43001-121	PERA (EMPLOYER)	43,094.00	43,094.00	33,280.30 (9,813.70)	77.23	43,121.04
101-43001-122	FICA/MEDICARE (EMPLOYER)	45,326.00	45,326.00	34,049.86 (11,276.14)	75.12	46,830.86
101-43001-131	MEDICAL/DENTAL/LIFE (EMPLOYER)	118,737.00	118,737.00	119,807.82 1,070.82	100.90	118,917.18
101-43001-132	STREETS LONGEVITY PAY	17,853.00	17,853.00	.00 (17,853.00)	.00	.00
101-43001-133	STREETS INS DEDUCTIBLE CONTRIB	11,200.00	11,200.00	4,556.85 (6,643.15)	40.69	9,646.44
101-43001-151	WORKERS' COMPENSATION PREMIU	53,204.00	53,204.00	42,721.05 (10,482.95)	80.30	47,490.34
101-43001-154	HRA/FLEX FEES	.00	800.00	571.80 (228.20)	71.48	694.14
	TOTAL PERSONAL SERVICES	864,058.00	844,734.00	707,362.31 (137,371.69)	83.74	870,532.96
<i>SUPPLIES</i>						
101-43001-201	OFFICE SUPPLIES-ACCESSORIES	800.00	600.00	369.14 (230.86)	61.52	866.53
101-43001-202	DUPLICATING AND COPYING SUPPLI	100.00	100.00	23.20 (76.80)	23.20	80.26
101-43001-204	STATIONERY, FORMS & ENVELOPES	100.00	.00	.00	.00	.00
101-43001-209	SOFTWARE UPDATES	1,000.00	700.00	890.00 190.00	127.14	.00
101-43001-210	MISCELLANEOUS OPER SUPPLIES	12,000.00	12,000.00	8,825.20 (3,174.80)	73.54	10,377.80
101-43001-212	GASOLINE/FUEL/LUB/ADDITIVES	58,000.00	41,479.00	20,403.41 (21,075.59)	49.19	61,081.18
101-43001-215	SHOP MAINTENANCE SUPPLIES	500.00	1,000.00	900.50 (99.50)	90.05	51.02
101-43001-219	SNOW REMOVAL MATERIALS	58,000.00	82,000.00	81,854.55 (145.45)	99.82	62,890.33
101-43001-221	REPAIR & MAINT SUPP-VEH/EQ	44,000.00	44,000.00	35,174.98 (8,825.02)	79.94	43,696.92
101-43001-224	REPAIR & MAINT-INFRASTRUCTURE	15,000.00	15,000.00	8,442.41 (6,557.59)	56.28	15,296.54
101-43001-226	SIGNS	7,000.00	6,500.00	6,562.68 62.68	100.96	15,365.24
101-43001-240	SMALL TOOLS AND MINOR EQUIP	3,500.00	4,000.00	3,506.20 (493.80)	87.66	4,798.07
	TOTAL SUPPLIES	200,000.00	207,379.00	166,952.27 (40,426.73)	80.51	214,503.89
<i>OTHER SERVICES AND CHARGES</i>						
101-43001-304	MISC PROFESSIONAL FEES	5,000.00	5,000.00	4,576.26 (423.74)	91.53	2,419.80
101-43001-313	MARCO IT MGMT & BACKUP	.00	.00	.00	.00	438.00
101-43001-321	TELEPHONE/CELLULAR PHONES	3,800.00	5,000.00	5,417.09 417.09	108.34	4,731.70
101-43001-331	TRAVEL/MEALS/LODGING	500.00	500.00	60.38 (439.62)	12.08	.00
101-43001-340	ADVERTISING	400.00	400.00	137.25 (262.75)	34.31	.00
101-43001-360	INSURANCE AND BONDS	20,500.00	18,900.00	18,651.63 (248.37)	98.69	19,120.59
101-43001-381	ELECTRIC UTILITIES	.00	400.00	270.00 (130.00)	67.50	351.12
101-43001-382	WATER/WASTEWATER UTILITIES	.00	600.00	268.43 (331.57)	44.74	538.53
	TOTAL OTHER SERVICES AND CHA	30,200.00	30,800.00	29,381.04 (1,418.96)	95.39	27,599.74

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>MISCELLANEOUS</i>						
101-43001-404 REPAIR & MAINT LABOR-VEH/EQ	4,000.00	4,000.00	356.00	(3,644.00)	8.90	2,164.45
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	15,695.00	15,694.65	(.35)	100.00	22,574.43
101-43001-413 BNSF PARKING LEASE	3,000.00	3,000.00	.00	(3,000.00)	.00	5,263.73
101-43001-417 RENTALS - UNIFORMS	12,000.00	12,000.00	6,002.95	(5,997.05)	50.02	9,006.63
101-43001-430 MISCELLANEOUS	2,500.00	2,500.00	28.00	(2,472.00)	1.12	1,365.81
101-43001-433 DUES AND SUBSCRIPTIONS	800.00	800.00	637.08	(162.92)	79.64	692.43
101-43001-440 SCHOOLS AND MEETINGS	1,500.00	1,500.00	140.00	(1,360.00)	9.33	375.00
101-43001-444 INSECT CONTROL	7,000.00	4,517.00	4,516.80	(.20)	100.00	6,627.60
101-43001-445 DISEASED TREE PROGRAM	10,000.00	5,693.00	5,692.40	(.60)	99.99	9,622.79
101-43001-446 WEED CONTROL	2,500.00	2,500.00	1,469.18	(1,030.82)	58.77	1,238.91
101-43001-447 DOWNTOWN DECORATIONS	2,500.00	2,500.00	596.32	(1,903.68)	23.85	1,622.30
101-43001-451 SPRINGVALE PAVEMENT ASSESSME	.00	.00	.00	.00	.00	35,532.96
101-43001-489 OTHER CONTRACTED SERVICES	13,500.00	13,500.00	5,533.70	(7,966.30)	40.99	20,285.69
TOTAL MISCELLANEOUS	77,800.00	68,705.00	40,667.08	(28,037.92)	59.19	116,372.73
TOTAL STREETS	1,172,058.00	1,151,618.00	944,362.70	(207,255.30)	82.00	1,229,009.32

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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 - INFRAST	13,000.00	25,116.00	28,345.26	3,229.26	112.86	18,161.29
	<i>TOTAL SUPPLIES</i>	13,000.00	25,116.00	28,345.26	3,229.26	112.86	18,161.29
<i>OTHER SERVICES & CHARGES</i>							
101-43160-381	ELECTRIC UTILITIES	177,000.00	177,000.00	129,568.16	(47,431.84)	73.20	160,073.91
	<i>TOTAL OTHER SERVICES & CHARG</i>	177,000.00	177,000.00	129,568.16	(47,431.84)	73.20	160,073.91
<i>MISCELLANEOUS</i>							
101-43160-402	SIGNAL LIGHT REPAIRS	1,500.00	500.00	.00	(500.00)	.00	206.00
	<i>TOTAL MISCELLANEOUS</i>	1,500.00	500.00	.00	(500.00)	.00	206.00
	TOTAL STREET LIGHTING	191,500.00	202,616.00	157,913.42	(44,702.58)	77.94	178,441.20

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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
MAINTENANCE BUILDING						
<i>SUPPLIES</i>						
101-43170-215 SHOP MAINTENANCE SUPPLIES	700.00	700.00	127.86	(572.14)	18.27	2,853.54
<i>TOTAL SUPPLIES</i>	700.00	700.00	127.86	(572.14)	18.27	2,853.54
<i>OTHER SERVICES AND CHARGES</i>						
101-43170-381 ELECTRIC UTILITIES	3,000.00	2,500.00	1,608.47	(891.53)	64.34	2,241.63
101-43170-382 WATER/WASTEWATER UTILITIES	2,000.00	2,000.00	1,395.47	(604.53)	69.77	1,644.35
101-43170-383 GAS UTILITIES	15,000.00	15,000.00	8,973.73	(6,026.27)	59.82	17,840.77
<i>TOTAL OTHER SERVICES AND CHA</i>	20,000.00	19,500.00	11,977.67	(7,522.33)	61.42	21,726.75
<i>MISCELLANEOUS</i>						
101-43170-401 REPAIR & MAINT LABOR - BLDGS	2,000.00	.00	.00	.00	.00	730.00
101-43170-430 MISCELLANEOUS	1,000.00	.00	.00	.00	.00	333.00
<i>TOTAL MISCELLANEOUS</i>	3,000.00	.00	.00	.00	.00	1,063.00
TOTAL MAINTENANCE BUILDING	23,700.00	20,200.00	12,105.53	(8,094.47)	59.93	25,643.29

CITY OF CAMBRIDGE
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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
ICE RINK						
<i>SUPPLIES</i>						
101-45127-210 MISCELLANEOUS OPER SUPPLIES	500.00	250.00	34.65	(215.35)	13.86	67.80
101-45127-215 SHOP MAINTENANCE SUPPLIES	200.00	100.00	.00	(100.00)	.00	.00
101-45127-221 REPAIR & MAINT SUPP - VEH/EQ	3,000.00	1,500.00	135.87	(1,364.13)	9.06	1,277.11
101-45127-223 REPAIR & MAINT SUPP - BLDGS	500.00	100.00	25.00	(75.00)	25.00	179.40
<i>TOTAL SUPPLIES</i>	4,200.00	1,950.00	195.52	(1,754.48)	10.03	1,524.31
<i>OTHER SERVICES AND CHARGES</i>						
101-45127-382 WATER/WASTEWATER UTILITIES	350.00	.00	.00	.00	.00	.00
101-45127-383 GAS UTILITIES	1,000.00	1,100.00	967.20	(132.80)	87.93	1,075.48
<i>TOTAL OTHER SERVICES AND CHA</i>	1,350.00	1,100.00	967.20	(132.80)	87.93	1,075.48
<i>MISCELLANEOUS</i>						
101-45127-401 REPAIR & MAINT LABOR - BLDGS	400.00	400.00	200.00	(200.00)	50.00	19.99
101-45127-415 RENTALS - OTHER EQUIPMENT	500.00	500.00	210.00	(290.00)	42.00	553.75
101-45127-430 MISCELLANEOUS	200.00	200.00	.00	(200.00)	.00	.00
<i>TOTAL MISCELLANEOUS</i>	1,100.00	1,100.00	410.00	(690.00)	37.27	573.74
TOTAL ICE RINK	6,650.00	4,150.00	1,572.72	(2,577.28)	37.90	3,173.53

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FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
PARKS & RECREATION						
<i>PERSONAL SERVICES</i>						
101-45200-101 FULL-TIME EMPLOYEES - REGULAR	106,216.00	106,216.00	88,400.02	(17,815.98)	83.23	47,159.05
101-45200-102 FULL-TIME EMPLOYEES - OVERTIME	1,000.00	631.00	210.31	(420.69)	33.33	588.26
101-45200-104 TEMP/SEAS EMPLOYEES - REGULAR	5,971.00	6,340.00	6,339.76	(.24)	100.00	7,123.28
101-45200-112 PARKS & REC COMM STIPENDS	3,000.00	3,000.00	1,360.00	(1,640.00)	45.33	2,465.00
101-45200-121 PERA (EMPLOYER)	8,117.00	8,117.00	6,645.78	(1,471.22)	81.87	3,471.59
101-45200-122 FICA/MEDICARE (EMPLOYER)	8,965.00	8,965.00	7,087.81	(1,877.19)	79.06	3,569.47
101-45200-131 MEDICAL/DENTAL/LIFE	27,636.00	27,636.00	27,670.60	34.60	100.13	12,793.72
101-45200-132 PARKS LONGEVITY PAY	1,012.00	1,012.00	.00	(1,012.00)	.00	.00
101-45200-133 PARKS INSUR DEDUCTIBLE CONTRIB	2,400.00	2,300.00	1,646.81	(653.19)	71.60	1,161.85
101-45200-151 WORKERS' COMPENSATION PREMIU	5,164.00	5,164.00	3,997.34	(1,166.66)	77.41	1,990.59
101-45200-154 HRA/FLEX FEES	.00	150.00	128.62	(21.38)	85.75	74.40
TOTAL PERSONAL SERVICES	169,481.00	169,531.00	143,487.05	(26,043.95)	84.64	80,397.21
<i>SUPPLIES</i>						
101-45200-210 MISCELLANEOUS OPER SUPPLIES	3,600.00	4,000.00	3,825.62	(174.38)	95.64	3,684.01
101-45200-212 GASOLINE/FUEL/LUB/ADDITIVES	5,000.00	8,500.00	6,121.63	(2,378.37)	72.02	6,429.86
101-45200-221 REPAIR & MAINT SUPP - VEH/IEQ	6,000.00	7,500.00	6,873.64	(626.36)	91.65	3,139.35
101-45200-223 REPAIR & MAINT SUPP - BLDG/INF	4,000.00	10,000.00	11,054.31	1,054.31	110.54	7,120.91
101-45200-226 SIGNS	1,000.00	500.00	440.72	(59.28)	88.14	898.99
101-45200-230 MASTER GARDENERS SUPPLIES	200.00	251.00	250.04	(.96)	99.62	.00
101-45200-240 SMALL TOOLS & MINOR EQUIP	300.00	1,000.00	946.18	(53.82)	94.62	6.86
TOTAL SUPPLIES	20,100.00	31,751.00	29,512.14	(2,238.86)	92.95	21,279.98
<i>OTHER SERVICES AND CHARGES</i>						
101-45200-305 PARK CONTRACTED SERVICES	500.00	3,750.00	3,900.00	150.00	104.00	125.00
101-45200-321 TELEPHONE/CELLULAR PHONES	1,200.00	.00	.00	.00	.00	.00
101-45200-340 ADVERTISING	353.00	659.00	658.35	(.65)	99.90	.00
101-45200-351 LEGAL NOTICES/ORD PUBLISHING	200.00	200.00	.00	(200.00)	.00	.00
101-45200-360 INSURANCE AND BONDS	18,000.00	18,992.00	18,991.96	(.04)	100.00	17,498.61
101-45200-381 ELECTRIC UTILITIES	18,000.00	19,000.00	21,497.26	2,497.26	113.14	23,440.00
101-45200-382 WATER/WASTEWATER UTILITIES	3,000.00	2,000.00	1,388.34	(611.66)	69.42	1,729.07
TOTAL OTHER SERVICES AND CHA	41,253.00	44,601.00	46,435.91	1,834.91	104.11	42,792.68

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	1,500.00	1,500.00	.00	(1,500.00)	.00	.00
101-45200-403 R & M - TENNIS COURTS	500.00	500.00	.00	(500.00)	.00	.00
101-45200-415 RENTALS - OTHER EQUIPMENT	8,000.00	6,000.00	2,782.50	(3,217.50)	46.38	5,321.25
101-45200-430 MISCELLANEOUS	500.00	620.00	619.77	(.23)	99.96	848.91
101-45200-440 SCHOOLS AND MEETINGS	100.00	100.00	.00	(100.00)	.00	.00
101-45200-445 WEED CONTROL AND FERTILIZER	8,020.00	9,400.00	9,374.40	(25.60)	99.73	14,122.07
101-45200-485 PROPERTY TAXES	2,400.00	2,886.00	2,886.00	.00	100.00	2,520.00
101-45200-486 SUMMER RECREATION	2,000.00	2,000.00	1,509.00	(491.00)	75.45	1,722.00
101-45200-488 LIBRARY EXPENSES	25,000.00	25,000.00	18,940.07	(6,059.93)	75.76	28,675.19
101-45200-489 SENIOR ACTIVITY CENTER EXP	.00	366.00	366.00	.00	100.00	25,144.51
101-45200-491 LIBRARY CONCEPT DESIGN	.00	11,000.00	10,963.92	(36.08)	99.67	7,425.55
101-45200-492 AQUATIC CENTER STUDY	.00	18,500.00	6,579.55	(11,920.45)	35.57	.00
101-45200-493 YOGA GRANT FOR HERITAGE GRPAR	.00	670.00	365.01	(304.99)	54.48	.00
101-45200-494 CAMB/ISANTI FALL COMM EVENT	.00	2,425.00	2,425.00	.00	100.00	.00
<i>TOTAL MISCELLANEOUS</i>	<u>48,020.00</u>	<u>80,967.00</u>	<u>56,811.22</u>	<u>(24,155.78)</u>	<u>70.17</u>	<u>85,779.48</u>
TOTAL PARKS & RECREATION	<u><u>278,854.00</u></u>	<u><u>326,850.00</u></u>	<u><u>276,246.32</u></u>	<u><u>(50,603.68)</u></u>	<u><u>84.52</u></u>	<u><u>230,249.35</u></u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
ARMED FORCES READINESS CENTE						
<i>PERSONAL SERVICES</i>						
101-45300-101	FULL-TIME EMPLOYEES - REG AFRC	.00	.00	.00	.00	58,803.96
101-45300-102	FULL-TIME EMPLOYEES - OVERTIME	.00	.00	.00	.00	1,088.59
101-45300-104	TEMP/SEASONAL EMPLOYEE - AFRC	.00	.00	.00	.00	2,915.00
101-45300-121	PERA (EMPLOYER)	.00	.00	.00	.00	4,310.40
101-45300-122	FICA/MEDICARE (EMPLOYER)	.00	.00	.00	.00	4,706.06
101-45300-131	MEDICAL/DENTAL/LIFE AFRC	.00	.00	.00	.00	15,128.88
101-45300-133	AFRC INS DEDUCTIBLE CONTRIB	.00	.00	.00	.00	417.33
101-45300-151	WORKERS' COMPENSATION PREMIU	.00	.00	.00	.00	3,057.68
101-45300-154	HRA/FLEX FEES	.00	.00	.00	.00	79.10
	TOTAL PERSONAL SERVICES	.00	.00	.00	.00	90,507.00
<i>SUPPLIES</i>						
101-45300-210	MISC OPERATING SUPPLIES	.00	.00	.00	.00	598.34
101-45300-212	GASOLINE/FUEL/LUBRICANTS/ADDIT	.00	.00	.00	.00	649.37
	TOTAL SUPPLIES	.00	.00	.00	.00	1,247.71
<i>OTHER SERVICES AND CHARGES</i>						
101-45300-304	MISC PROF SERVICES	.00	.00	.00	.00	31.25
101-45300-321	TELEPHONE	.00	.00	.00	.00	1,653.63
101-45300-360	INSURANCE AND BONDS	.00	.00	.00	.00	1,085.50
101-45300-388	MAINT CONTRIB TO AFRC	.00	.00	.00	.00	16,000.00
	TOTAL OTHER SERVICES AND CHA	.00	.00	.00	.00	18,770.38
	TOTAL ARMED FORCES READINESS	.00	.00	.00	.00	110,525.09

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	713,256.00	827,256.00	763,256.00	(64,000.00)	92.26	1,095,235.00
<i>TOTAL TRANSFERS</i>		713,256.00	827,256.00	763,256.00	(64,000.00)	92.26	1,095,235.00
TOTAL TRANSFERS OUT		713,256.00	827,256.00	763,256.00	(64,000.00)	92.26	1,095,235.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 101 - GENERAL FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	6,075,179.00	6,279,631.00	5,143,501.61			6,143,271.36
NET REVENUES OVER EXPENDITURE	.00	(3,975.00)	(1,188,824.93)			(27,239.83)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
CHARGES FOR SERVICES	80,000.00	80,000.00	66,724.21	13,275.79	119.90	70,741.04
OTHER	500.00	500.00	.00	500.00	.00	425.74
TOTAL FUND REVENUE	80,500.00	80,500.00	66,724.21	13,775.79	120.65	71,166.78
EXPENDITURES						
AIRPORT OPERATING						
AIRPORT OPERATING	76,600.00	76,600.00	65,641.20	(10,958.80)	85.69	56,016.82
TRANSFERS OUT	3,900.00	3,900.00	.00	(3,900.00)	.00	15,000.00
TOTAL AIRPORT OPERATING	80,500.00	80,500.00	65,641.20	(14,858.80)	81.54	71,016.82
TOTAL FUND EXPENDITURES	80,500.00	80,500.00	65,641.20	(14,858.80)	81.54	71,016.82
NET REVENUE OVER EXPENDITURES	.00	.00	1,083.01	(1,083.01)	.00	149.96

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	9,699.04	(699.04)	107.77	9,306.64
211-34921 MAINT REIMBURSEMENT - STATE	21,000.00	21,000.00	24,733.00	(3,733.00)	117.78	22,958.40
211-34925 AIRPLANE FUEL SALES	50,000.00	50,000.00	32,292.17	17,707.83	64.58	38,476.00
TOTAL CHARGES FOR SERVICES	80,000.00	80,000.00	66,724.21	13,275.79	83.41	70,741.04
<u>OTHER</u>						
211-36210 INTEREST EARNINGS	500.00	500.00	.00	500.00	.00	425.74
TOTAL OTHER	500.00	500.00	.00	500.00	.00	425.74
TOTAL FUND REVENUE	80,500.00	80,500.00	66,724.21			71,166.78

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
AIRPORT OPERATING						
<i>SUPPLIES</i>						
211-49000-210 MISCELLANEOUS OPER SUPPLIES	500.00	500.00	80.39	(419.61)	16.08	299.50
211-49000-212 GASOLINE/FUEL/ADDATIVES	1,200.00	1,200.00	.00	(1,200.00)	.00	203.50
211-49000-215 SHOP MAINTENANCE SUPPLIES	.00	.00	15.46	15.46	.00	46.62
211-49000-221 REPAIR/MAINT VEHICLES & EQUIP	1,500.00	1,500.00	.00	(1,500.00)	.00	422.68
211-49000-223 REPAIR & MAINT SUPP - BLDGS	250.00	250.00	402.39	152.39	160.96	51.22
211-49000-226 SIGNS	150.00	150.00	.00	(150.00)	.00	.00
211-49000-228 REPAIR & MAINT SUPP - INFRAST	2,500.00	2,500.00	1,203.39	(1,296.61)	48.14	3,162.99
211-49000-251 AIRPLANE FUEL COST OF SALES	46,000.00	46,000.00	30,866.38	(15,133.62)	67.10	33,713.31
TOTAL SUPPLIES	52,100.00	52,100.00	32,568.01	(19,531.99)	62.51	37,899.82
<i>OTHER SERVICES & CHARGES</i>						
211-49000-304 LEGAL FEES	250.00	250.00	.00	(250.00)	.00	.00
211-49000-321 TELEPHONE/CELLULAR PHONES	1,500.00	1,500.00	1,135.88	(364.12)	75.73	1,347.05
211-49000-331 TRAVEL/MEALS/LODGING	500.00	500.00	.00	(500.00)	.00	588.11
211-49000-351 LEGAL NOTICES/ORD PUBLISHING	100.00	100.00	3.62	(96.38)	3.62	.00
211-49000-360 INSURANCE AND BONDS	5,000.00	5,000.00	3,095.59	(1,904.41)	61.91	4,199.28
211-49000-381 ELECTRIC UTILITIES	6,800.00	6,800.00	4,046.45	(2,753.55)	59.51	5,972.32
TOTAL OTHER SERVICES & CHARG	14,150.00	14,150.00	8,281.54	(5,868.46)	58.53	12,106.76
<i>MISCELLANEOUS</i>						
211-49000-401 REPAIR & MAINT LABOR - BLDGS	750.00	750.00	390.78	(359.22)	52.10	132.85
211-49000-403 REPAIR & MAINT LABOR - INFRAST	5,000.00	5,000.00	22,109.08	17,109.08	442.18	2,864.09
211-49000-404 REPAIR & MAINT LABOR - VEH/EQ	1,000.00	1,000.00	.00	(1,000.00)	.00	465.91
211-49000-430 MISCELLANEOUS	3,000.00	3,000.00	1,554.39	(1,445.61)	51.81	1,977.69
211-49000-431 UNCOLLECTIBLE ACCOUNT EXPENS	.00	.00	392.40	392.40	.00	.00
211-49000-433 DUES AND SUBSCRIPTIONS	300.00	300.00	150.00	(150.00)	50.00	234.70
211-49000-440 SCHOOLS AND MEETINGS	300.00	300.00	195.00	(105.00)	65.00	335.00
TOTAL MISCELLANEOUS	10,350.00	10,350.00	24,791.65	14,441.65	239.53	6,010.24
TOTAL AIRPORT OPERATING	76,600.00	76,600.00	65,641.20	(10,958.80)	85.69	56,016.82

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	3,900.00	3,900.00	.00	(3,900.00)	.00	15,000.00
	<i>TOTAL TRANSFERS</i>	3,900.00	3,900.00	.00	(3,900.00)	.00	15,000.00
	TOTAL TRANSFERS OUT	3,900.00	3,900.00	.00	(3,900.00)	.00	15,000.00

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 211 - AIRPORT OPERATING FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	80,500.00	80,500.00	65,641.20			71,016.82
NET REVENUES OVER EXPENDITURE	.00	.00	1,083.01			149.96

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUNDS 303-397 - DEBT SERVICE

	ADOPTED BUDGET	AMENDED BUDGET	UNUSED/ YTD ACTUAL	% OF UNEARNED
<u>PROPERTY TAX</u>				
31010 CURRENT	633,611.00	633,611.00	332,541.70	301,069.30
31020 DELINQUENT	.00	.00	1,404.46	(1,404.46)
31050 TAX INCREMENT	.00	.00	14,651.88	(14,651.88)
	<u>633,611.00</u>	<u>633,611.00</u>	<u>348,598.04</u>	<u>285,012.96</u>
<u>SPECIAL ASSESSMENTS</u>				
36100 PREPAID	.00	.00	358,946.43	(358,946.43)
36101/36102 "PRINCIPAL, INT & PENALTIES"	471,597.00	471,597.00	242,550.68	229,046.32
	<u>471,597.00</u>	<u>471,597.00</u>	<u>601,497.11</u>	<u>(129,900.11)</u>
<u>OTHER FINANCING SOURCES</u>				
36210 INTEREST EARNINGS	1,000.00	1,000.00	.00	1,000.00
31050 BOND PROCEEDS	.00	.00	14,651.88	(14,651.88)
	<u>1,000.00</u>	<u>1,000.00</u>	<u>14,651.88</u>	<u>(13,651.88)</u>
<u>TRANSFERS</u>				
39200-39204 GENERAL FUND TRANSFER IN	86,603.00	86,603.00	86,603.00	.00
	<u>86,603.00</u>	<u>86,603.00</u>	<u>86,603.00</u>	<u>.00</u>
TOTAL REVENUE	<u>1,192,811.00</u>	<u>1,192,811.00</u>	<u>1,051,350.03</u>	<u>141,460.97</u>

CITY OF CAMBRIDGE
EXPENSES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUNDS 303-397 - DEBT SERVICE

		ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>DEBT SERVICE</u>						
47000601-610	PRINCIPAL	1,449,749.00	1,449,749.00	1,449,748.98	(.02)	
47000611	INTEREST	191,982.00	191,982.00	191,982.43	.43	100.00
47000620	OTHER FEES	2,745.00	2,745.00	5,275.00	2,530.00	192.17
		<u>1,644,476.00</u>	<u>1,644,476.00</u>	<u>1,647,006.41</u>	<u>2,530.41</u>	<u>100.15</u>
	TOTAL EXPENSES	<u>1,644,476.00</u>	<u>1,644,476.00</u>	<u>1,647,006.41</u>	<u>2,530.41</u>	<u>100.15</u>
	NET REVENUES					
	OVER(UNDER) EXPENSES	<u>(451,665.00)</u>	<u>(451,665.00)</u>	<u>(595,656.38)</u>		

CITY OF CAMBRIDGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUNDS 400-499 - CAPITAL PROJECTS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>SPECIAL ASSESSMENTS & TAXES</u>					
36101/36102 "PRINCIPAL, INT & PENALTIES"	11,861.00	11,861.00	8,152.08	3,708.92	68.73
31050 "TAX INCREMENT"	.00	19,814.00	19,814.30	(.30)	100.00
	<u>11,861.00</u>	<u>31,675.00</u>	<u>27,966.38</u>	<u>3,708.62</u>	<u>88.29</u>
<u>CHARGES FOR SERVICE</u>					
36230 TOWNSHIP FIRE CONTRACTS	35,995.00	34,871.00	34,871.00	.00	100.00
37XXX,34404 AREA CHARGES & PARK DEDICATION FEES	.00	107,450.00	107,451.04	(1.04)	100.00
	<u>35,995.00</u>	<u>142,321.00</u>	<u>142,322.04</u>	<u>(1.04)</u>	<u>100.00</u>
<u>INTERGOVERNMENTAL</u>					
33419-33429 STATE AID	444,000.00	423,000.00	394,626.00	28,374.00	93.29
33160-33169 FEDERAL AID	.00	.00	29,355.00	(29,355.00)	.00
	<u>444,000.00</u>	<u>423,000.00</u>	<u>423,981.00</u>	<u>(981.00)</u>	<u>100.23</u>
<u>OTHER FINANCING SOURCES</u>					
36210 INTEREST EARNINGS	1,500.00	1,500.00	.00	1,500.00	.00
36230 DONATIONS	20,800.00	10,649.00	10,649.00	.00	100.00
32299 UTILITY PERMITS	.00	.00	1,631.79	(1,631.79)	.00
31050 BOND PROCEEDS	1,006,000.00	1,523,130.00	1,532,130.00	(9,000.00)	100.59
	<u>1,028,300.00</u>	<u>1,535,279.00</u>	<u>1,544,410.79</u>	<u>(9,131.79)</u>	<u>100.59</u>
<u>TRANSFERS</u>					
39200-39204 GENERAL FUND TRANSFER IN	636,653.00	1,732,653.00	1,209,993.00	522,660.00	69.83
	<u>636,653.00</u>	<u>1,732,653.00</u>	<u>1,209,993.00</u>	<u>522,660.00</u>	<u>69.83</u>
TOTAL REVENUE	<u><u>2,156,809.00</u></u>	<u><u>3,864,928.00</u></u>	<u><u>3,348,673.21</u></u>	<u><u>516,254.79</u></u>	<u><u>86.64</u></u>

CITY OF CAMBRIDGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUNDS 400-499 - CAPITAL PROJECTS

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET
<u>EXPENDITURES</u>					
<u>CAPITAL OUTLAY</u>					
414-48000-530 SANDQUIST PARK IMPROVEMENTS	468,725.00	468,725.00	.00	(468,725.00)	.00
415-45200-540 PARK MOWER & EQUIPMENT	65,000.00	10,550.00	10,550.00	.00	100.00
415-45200-560 PARK UPDATES	30,000.00	2,528.00	2,528.50	.50	100.02
415-45200-581 LEGACY GRANT PICNIC SHELTERS	.00	48,852.00	40,852.28	(7,999.72)	83.62
415-41520-591 CITY PARK IMPROVEMENTS	.00	11,712.00	11,712.41	.41	100.00
415-41520-593 ICE RINK @ HERITAGE GREENS	.00	4,668.00	4,668.00	.00	100.00
417-42100-550 POLICE CAR EQUIPMENT	86,000.00	80,933.00	80,933.06	.06	100.00
417-42100-580 OTHER POLICE DEPT EQUIPMENT	10,800.00	10,800.00	9,265.33	(1,534.67)	85.79
417-42100-590 EMERGENCY OPER CENTER EXPEND	8,000.00	8,000.00	3,198.00	(4,802.00)	39.98
417-42100-570 TECHNOLOGY UPDATES	10,000.00	10,000.00	8,558.18	(1,441.82)	85.58
418-43001-550 PW VEHICLE & EQUIPMENT	238,500.00	335,500.00	307,580.44	(27,919.56)	91.68
419-41320-580 ADMIN OTHER EQUIPMENT	5,000.00	12,099.00	23,098.88	10,999.88	190.92
419-41500-570 FINANCE EQUIPMENT	25,200.00	16,934.00	16,933.76	(.24)	100.00
419-41920-580 COMM DEV EQUIPMENT	3,000.00	2,596.00	2,595.98	(.02)	100.00
420-42200-540 FIRE EQUIPMENT	11,640.00	38,180.00	38,179.54	(.46)	100.00
422-41930-510 EDA ACQUISITION	.00	144,168.00	144,167.66	(.34)	100.00
425-48000-410 LIBRARY/AQUATICS CENTER LANDL	.00	.00	378,221.34	378,221.34	.00
443-48000-223 CRACK SEALING AND SEAL COATING	50,000.00	160,000.00	147,300.30	(12,699.70)	92.06
444-48000-535 EQUIPMENT PURCHASE	.00	.00	30,900.00	30,900.00	.00
485-48000-303 ENGINEERING 2015 STREET PROJECT	.00	.00	395,630.99	395,630.99	.00
485-48000-304 MISC PROF SERVICES 2015 STREET PROJE	.00	.00	28,113.78	28,113.78	.00
485-48000-351 LEGAL ADVERTISING 2015 STREET PROJE	.00	.00	173.74	173.74	.00
485-48000-530 2015 STREET PROJECT	1,450,000.00	1,450,000.00	1,271,650.53	(178,349.47)	87.70
	<u>2,461,865.00</u>	<u>2,816,245.00</u>	<u>2,956,812.70</u>	<u>140,567.70</u>	<u>104.99</u>
<u>TRANSFERS OUT</u>					
401-48000-720 TRANSFERS OUT TO WATER FUND	.00	100,000.00	100,000.00	.00	100.00
402-49300-720 TRANSFERS OUT TO WATER FUND	.00	30,000.00	.00	(30,000.00)	.00
	<u>.00</u>	<u>130,000.00</u>	<u>100,000.00</u>	<u>(30,000.00)</u>	<u>76.92</u>
TOTAL EXPENDITURES	<u>2,461,865.00</u>	<u>2,946,245.00</u>	<u>3,056,812.70</u>	<u>110,567.70</u>	<u>103.75</u>
NET REVENUES					
OVER(UNDER) EXPENDITURES	<u>(305,056.00)</u>	<u>918,683.00</u>	<u>291,860.51</u>		

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	500.00	500.00	739.18	(239.18)	67.64	59,181.19
OPERATING REVENUE	1,582,000.00	1,582,000.00	1,467,995.67	114,004.33	107.77	1,614,945.85
OTHER FINANCING SOURCES	100,000.00	100,000.00	100,000.00	.00	100.00	108,555.14
TOTAL FUND REVENUE	1,682,500.00	1,682,500.00	1,568,734.85	113,765.15	107.25	1,782,682.18
EXPENDITURES						
WATER FUND EXPENDITURES EXPENSE 400	1,682,501.00	1,682,501.00	784,512.56	(897,988.44)	46.63	1,699,794.80
TOTAL WATER FUND EXPENDITURES	1,682,501.00	1,682,501.00	784,512.56	(897,988.44)	46.63	1,699,794.80
TOTAL FUND EXPENDITURES	1,682,501.00	1,682,501.00	784,512.56	(897,988.44)	46.63	1,699,794.80
NET REVENUE OVER EXPENDITURES	(1.00)	(1.00)	784,222.29	(784,223.29)	.00	82,887.38

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA & INTEREST EARNINGS</u>						
601-36102 SPEC ASSESSMENTS - INT/PEN	.00	.00	739.18	(739.18)	.00	1,970.42
601-36210 INTEREST EARNINGS	500.00	500.00	.00	500.00	.00	57,210.77
TOTAL SA & INTEREST EARNINGS	500.00	500.00	739.18	(239.18)	147.84	59,181.19
<u>OPERATING REVENUE</u>						
601-37110 METERED WATER SALES	1,517,000.00	1,517,000.00	1,387,847.60	129,152.40	91.49	1,528,766.22
601-37120 SALES OF METERS & SUPPLIES	5,000.00	5,000.00	27,368.00	(22,368.00)	547.36	18,173.00
601-37160 PENALTIES ETC.	35,000.00	35,000.00	30,475.27	4,524.73	87.07	41,168.15
601-37165 CERTIFICATION PENALTY	.00	.00	375.00	(375.00)	.00	1,425.00
601-37170 OTHER REVENUE	25,000.00	25,000.00	21,929.80	3,070.20	87.72	25,413.48
TOTAL OPERATING REVENUE	1,582,000.00	1,582,000.00	1,467,995.67	114,004.33	92.79	1,614,945.85
<u>OTHER FINANCING SOURCES</u>						
601-39203 TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	.00	100.00	100,000.00
601-39700 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00	8,555.14
TOTAL OTHER FINANCING SOURCES	100,000.00	100,000.00	100,000.00	.00	100.00	108,555.14
TOTAL FUND REVENUE	1,682,500.00	1,682,500.00	1,568,734.85			1,782,682.18

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	258,217.00	258,217.00	186,767.78	(71,449.22)	72.33	224,858.55
601-49400-102 FULL-TIME EMPLOYEES - OVERTIME	15,000.00	15,000.00	3,736.50	(11,263.50)	24.91	13,718.93
601-49400-104 TEMP/SEAS EMPLOYEES - REGULAR	5,598.00	5,598.00	2,991.84	(2,606.16)	53.44	4,447.64
601-49400-110 HOURS WORKED HOLIDAY	.00	.00	781.70	781.70	.00	449.12
601-49400-115 CALL-IN PAY	.00	.00	3,348.45	3,348.45	.00	.00
601-49400-116 ON-CALL PAY	.00	.00	8,026.20	8,026.20	.00	1,304.56
601-49400-121 PERA (EMPLOYER)	19,830.00	19,830.00	15,199.54	(4,630.46)	76.65	17,095.70
601-49400-122 FICA/MEDICARE (EMPLOYER)	20,655.00	20,655.00	15,318.54	(5,336.46)	74.16	17,674.40
601-49400-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	52,577.00	52,577.00	45,946.07	(6,630.93)	87.39	44,663.80
601-49400-132 LONGEVITY PAY	11,776.00	11,776.00	.00	(11,776.00)	.00	.00
601-49400-133 INSUR DEDUCTIBLE CONTRIBUTION	4,600.00	4,600.00	1,167.69	(3,432.31)	25.38	144.07
601-49400-151 WORKERS' COMPENSATION PREMIU	12,000.00	12,000.00	4,653.45	(7,346.55)	38.78	4,691.05
601-49400-154 HRA/FLEX FEES	300.00	300.00	214.12	(85.88)	71.37	247.74
TOTAL PERSONAL SERVICES	400,553.00	400,553.00	288,151.88	(112,401.12)	71.94	329,295.56
<i>SUPPLIES</i>						
601-49400-200 WATER LAB SUPPLIES	4,000.00	4,000.00	2,423.44	(1,576.56)	60.59	2,346.00
601-49400-201 OFFICE SUPPLIES - ACCESSORIES	1,000.00	1,000.00	302.61	(697.39)	30.26	580.41
601-49400-204 STATIONARY, FORMS AND ENVELOP	1,000.00	1,000.00	1,057.03	57.03	105.70	1,000.00
601-49400-210 MISCELLANEOUS OPER SUPPLIES	15,000.00	15,000.00	6,804.20	(8,195.80)	45.36	12,041.60
601-49400-212 GASOLINE/FUEL/LUB/ADDITIVES	10,000.00	10,000.00	3,790.30	(6,209.70)	37.90	7,398.76
601-49400-213 OPER SUPPLIES - PLANT EQUIP	500.00	500.00	130.50	(369.50)	26.10	174.00
601-49400-216 CHEMICALS & CHEMICAL PRODUCTS	40,000.00	40,000.00	40,426.74	426.74	101.07	30,170.74
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	1,935.92	(3,064.08)	38.72	918.28
601-49400-227 UTILITY SYSTEM MAINTENANCE SUP	500.00	500.00	.00	(500.00)	.00	.00
601-49400-240 SMALL TOOLS AND MINOR EQUIP	6,000.00	6,000.00	1,103.43	(4,896.57)	18.39	4,886.45
601-49400-270 METERS AND REPAIRS	20,000.00	20,000.00	38,779.63	18,779.63	193.90	20,325.35
TOTAL SUPPLIES	103,500.00	103,500.00	96,753.80	(6,746.20)	93.48	79,841.59

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<i>OTHER SERVICES & CHARGES</i>						
601-49400-304 MISC PROFESSIONAL SERVICES	5,000.00	5,000.00	2,152.28	(2,847.72)	43.05	5,183.33
601-49400-306 GIS PROJECT CONTRACT EXP	8,000.00	8,000.00	334.50	(7,665.50)	4.18	4,055.92
601-49400-310 GOPHER STATE ONE CALL	1,000.00	1,000.00	986.68	(13.32)	98.67	1,036.14
601-49400-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
601-49400-321 TELEPHONE/CELLULAR PHONES	6,000.00	6,000.00	5,158.04	(841.96)	85.97	5,929.38
601-49400-322 POSTAGE	6,500.00	6,500.00	6,225.00	(275.00)	95.77	5,926.72
601-49400-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	995.86	(4.14)	99.59	.00
601-49400-334 MILEAGE REIMBURSEMENT	200.00	200.00	166.75	(33.25)	83.38	.00
601-49400-340 ADVERTISING	500.00	500.00	761.68	261.68	152.34	694.98
601-49400-351 LEGAL NOTICES/ORD PUBLISHING	500.00	500.00	111.84	(388.16)	22.37	.00
601-49400-360 INSURANCE AND BONDS	22,000.00	22,000.00	17,996.73	(4,003.27)	81.80	18,757.64
601-49400-381 ELECTRIC UTILITIES	95,000.00	95,000.00	65,126.39	(29,873.61)	68.55	91,700.31
601-49400-382 WATER/WASTEWATER UTILITIES	1,200.00	1,200.00	965.00	(235.00)	80.42	1,110.37
601-49400-383 GAS UTILITIES	9,000.00	9,000.00	3,021.79	(5,978.21)	33.58	7,521.31
TOTAL OTHER SERVICES & CHARG	155,900.00	155,900.00	104,002.54	(51,897.46)	66.71	142,354.10
<i>MISCELLANEOUS</i>						
601-49400-404 REPAIR & MAINT LABOR - VEH/EQ	3,000.00	3,000.00	.00	(3,000.00)	.00	1,770.00
601-49400-406 REPAIR & MAINT - PLANT	18,000.00	18,000.00	9,781.60	(8,218.40)	54.34	11,223.64
601-49400-407 REPAIRS & MAINTENANCE - HYDR	4,500.00	4,500.00	4,168.72	(331.28)	92.64	2,209.59
601-49400-408 REPAIR & MAINT - WATER SYSTEM	8,000.00	8,000.00	11,493.53	3,493.53	143.67	11,136.80
601-49400-409 MAINT CONTRACTS - OFFICE EQUIP	500.00	500.00	404.36	(95.64)	80.87	392.58
601-49400-410 WELL PROTECTION PLAN	5,000.00	5,000.00	.00	(5,000.00)	.00	.00
601-49400-420 DEPRECIATION	700,000.00	700,000.00	.00	(700,000.00)	.00	689,485.16
601-49400-430 MISCELLANEOUS	500.00	500.00	.00	(500.00)	.00	52.28
601-49400-432 CREDIT CARD FEES	12,500.00	12,500.00	16,459.13	3,959.13	131.67	12,578.17
601-49400-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	802.33	(197.67)	80.23	1,225.93
601-49400-440 MEETINGS AND SCHOOLS	2,500.00	2,500.00	1,315.00	(1,185.00)	52.60	1,128.90
601-49400-441 DNR DEPARTMENT OF HEALTH FEE	5,000.00	5,000.00	2,908.54	(2,091.46)	58.17	1,221.54
601-49400-489 OTHER CONTRACTED SERVICES	8,800.00	8,800.00	6,718.17	(2,081.83)	76.34	5,166.50
TOTAL MISCELLANEOUS	769,300.00	769,300.00	54,051.38	(715,248.62)	7.03	737,591.09
<i>DEBT SERVICE</i>						
601-49400-615 2001 PFA LOAN INTEREST	36,141.00	36,141.00	36,140.31	(.69)	100.00	40,815.86
601-49400-617 BOND DISCOUNT	.00	.00	.00	.00	.00	23,658.65
601-49400-618 INTEREST EXP 2004 WATER BONDS	258.00	258.00	.00	(258.00)	.00	3,157.42
601-49400-619 INTEREST-WATER TREATMENT 2005	137,940.00	137,940.00	136,710.06	(1,229.94)	99.11	259,282.34
601-49400-620 FISCAL AGENT FEES	450.00	450.00	450.00	.00	100.00	450.00
601-49400-621 BOND ISSUE COSTS	.00	.00	3,789.41	3,789.41	.00	50,708.45
601-49400-627 INTEREST-2007 STREET BONDS	4,749.00	4,749.00	4,748.88	(.12)	100.00	7,903.63
601-49400-631 2011 BOND INT EXP	6,808.00	6,808.00	6,807.03	(.97)	99.99	7,919.16
601-49400-632 2012 BOND INTEREST EXPENSE	7,363.00	7,363.00	7,362.35	(.65)	99.99	8,216.76
601-49400-634 INEREST EXP 2014 IMPROV	24,710.00	24,710.00	24,709.56	(.44)	100.00	(3,899.81)
601-49400-635 INTEREST EXP 2015 BONDS	22,329.00	22,329.00	8,335.36	(13,993.64)	37.33	.00
TOTAL DEBT SERVICE	240,748.00	240,748.00	229,052.96	(11,695.04)	95.14	398,212.46

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	12,500.00	.00	100.00	12,500.00
<i>TOTAL TRANSFERS</i>	12,500.00	12,500.00	12,500.00	.00	100.00	12,500.00
TOTAL EXPENSE 400	1,682,501.00	1,682,501.00	784,512.56	(897,988.44)	46.63	1,699,794.80

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 601 - WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	1,682,501.00	1,682,501.00	784,512.56			1,699,794.80
NET REVENUES OVER EXPENDITURE	(1.00)	(1.00)	784,222.29			82,887.38

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTERGOVERNMENTAL REVENUES	.00	.00	.00	.00	.00	1,106,719.99
SA & INTEREST EARNINGS	10,500.00	10,500.00	952.71	9,547.29	1,102.12	56,830.86
OPERATING REVENUE	2,220,235.00	2,220,235.00	2,010,211.74	210,023.26	110.45	2,457,259.52
OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	8,378.82
TOTAL FUND REVENUE	2,230,735.00	2,230,735.00	2,011,164.45	219,570.55	110.92	3,629,189.19
EXPENDITURES						
WASTEWATER FUND EXPENDITURES EXPENSE 450	2,700,024.00	2,700,024.00	976,088.35	(1,723,935.65)	36.15	2,090,420.62
TOTAL WASTEWATER FUND EXPENDITURE	2,700,024.00	2,700,024.00	976,088.35	(1,723,935.65)	36.15	2,090,420.62
TOTAL FUND EXPENDITURES	2,700,024.00	2,700,024.00	976,088.35	(1,723,935.65)	36.15	2,090,420.62
NET REVENUE OVER EXPENDITURES	(469,289.00)	(469,289.00)	1,035,076.10	(1,504,365.10)	(45.34)	1,538,768.57

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTERGOVERNMENTAL REVENUES</u>						
602-33160 FEDERAL GRANT -PSIG \$.00	.00	.00	.00	.00	1,106,719.99
TOTAL INTERGOVERNMENTAL REVE	.00	.00	.00	.00	.00	1,106,719.99
<u>SA & INTEREST EARNINGS</u>						
602-36102 SPEC ASSESSMENTS - INT/PEN	500.00	500.00	739.19	(239.19)	147.84	1,970.43
602-36210 INTEREST EARNINGS	10,000.00	10,000.00	213.52	9,786.48	2.14	54,860.43
TOTAL SA & INTEREST EARNINGS	10,500.00	10,500.00	952.71	9,547.29	9.07	56,830.86
<u>OPERATING REVENUE</u>						
602-37210 SEWER CHARGES - CITY	2,195,235.00	2,195,235.00	1,778,856.30	416,378.70	81.03	2,187,666.46
602-37250 SAC CHARGES	.00	.00	198,887.50	(198,887.50)	.00	228,436.50
602-37260 PENALTIES	25,000.00	25,000.00	32,467.94	(7,467.94)	129.87	41,156.56
TOTAL OPERATING REVENUE	2,220,235.00	2,220,235.00	2,010,211.74	210,023.26	90.54	2,457,259.52
<u>OTHER FINANCING SOURCES</u>						
602-39700 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00	8,378.82
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	8,378.82
TOTAL FUND REVENUE	2,230,735.00	2,230,735.00	2,011,164.45			3,629,189.19

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	425,328.00	425,328.00	315,923.39	(109,404.61)	74.28	396,788.48
602-49450-102 FULL-TIME EMPLOYEES - OVERTIME	21,000.00	21,000.00	11,069.38	(9,930.62)	52.71	22,080.49
602-49450-104 TEMP/SEAS EMPLOYEES - REGULAR	11,196.00	11,196.00	10,149.00	(1,047.00)	90.65	6,717.73
602-49450-110 HOURS WORKED HOLIDAY	.00	.00	2,141.70	2,141.70	.00	1,915.04
602-49450-115 CALL-IN PAY	.00	.00	7,206.38	7,206.38	.00	1,177.35
602-49450-116 ON-CALL PAY	.00	.00	17,250.38	17,250.38	.00	3,648.12
602-49450-121 PERA (EMPLOYER)	34,495.00	34,495.00	26,584.43	(7,910.57)	77.07	30,515.74
602-49450-122 FICA/MEDICARE (EMPLOYER)	36,042.00	36,042.00	27,172.74	(8,869.26)	75.39	31,254.30
602-49450-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	93,725.00	93,725.00	85,175.13	(8,549.87)	90.88	78,482.66
602-49450-132 LONGEVITY PAY	13,617.00	13,617.00	.00	(13,617.00)	.00	.00
602-49450-133 INSURANCE DEDUCT CONTRIB	8,200.00	8,200.00	5,750.99	(2,449.01)	70.13	7,873.52
602-49450-151 WORKERS' COMPENSATION PREMIU	22,897.00	22,897.00	19,949.69	(2,947.31)	87.13	20,695.08
602-49450-154 HRA/FLEX FEES	500.00	500.00	398.31	(101.69)	79.66	462.32
TOTAL PERSONAL SERVICES	667,000.00	667,000.00	528,771.52	(138,228.48)	79.28	601,590.83
<i>SUPPLIES</i>						
602-49450-200 LAB SUPPLIES & REPLACEMENT	20,000.00	20,000.00	13,338.74	(6,661.26)	66.69	14,279.91
602-49450-201 OFFICE SUPPLIES - ACCESSORIES	500.00	500.00	523.61	23.61	104.72	689.05
602-49450-204 STATIONARY, FORMS AND ENVELOP	2,300.00	2,300.00	1,057.04	(1,242.96)	45.96	1,072.97
602-49450-210 MISCELLANEOUS OPER SUPPLIES	7,000.00	7,000.00	6,161.03	(838.97)	88.01	7,445.70
602-49450-212 GASOLINE/FUEL/LUB/ADDITIVES	12,000.00	12,000.00	5,858.62	(6,141.38)	48.82	10,984.87
602-49450-213 OPER SUPPLIES - PLANT EQUIP	1,000.00	1,000.00	130.50	(869.50)	13.05	174.00
602-49450-216 CHEMICALS & CHEMICAL PRODUCTS	109,700.00	109,700.00	62,747.98	(46,952.02)	57.20	59,753.61
602-49450-217 TESTING	11,000.00	11,000.00	6,941.00	(4,059.00)	63.10	10,684.25
602-49450-221 REPAIR & MAINT SUPP - VEH/EQ	5,000.00	5,000.00	5,213.28	213.28	104.27	8,458.60
602-49450-240 SMALL TOOLS & MINOR EQUIP	7,000.00	7,000.00	4,967.95	(2,032.05)	70.97	5,479.60
TOTAL SUPPLIES	175,500.00	175,500.00	106,939.75	(68,560.25)	60.93	119,022.56
<i>OTHER SERVICES & CHARGES</i>						
602-49450-304 MISC PROFESSIONAL SERVICES	7,000.00	7,000.00	5,441.44	(1,558.56)	77.73	12,738.06
602-49450-306 GIS PROJECT CONTRACT EXP	8,000.00	8,000.00	334.50	(7,665.50)	4.18	4,055.92
602-49450-310 GOPHER STATE ONE CALL	1,500.00	1,500.00	986.67	(513.33)	65.78	1,036.11
602-49450-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
602-49450-321 TELEPHONE/CELLULAR PHONES	5,000.00	5,000.00	1,959.58	(3,040.42)	39.19	2,924.17
602-49450-322 POSTAGE	4,500.00	4,500.00	6,225.00	1,725.00	138.33	5,766.54
602-49450-331 TRAVEL/MEALS/LODGING	1,000.00	1,000.00	521.32	(478.68)	52.13	850.80
602-49450-334 MILEAGE REIMBURSEMENT	200.00	200.00	.00	(200.00)	.00	.00
602-49450-340 ADVERTISING	150.00	150.00	.00	(150.00)	.00	589.68
602-49450-360 INSURANCE AND BONDS	34,000.00	34,000.00	32,655.71	(1,344.29)	96.05	32,712.19
602-49450-381 ELECTRIC UTILITIES	120,000.00	120,000.00	83,189.08	(36,810.92)	69.32	150,808.08
602-49450-382 WATER/WASTEWATER UTILITIES	3,000.00	3,000.00	2,265.80	(734.20)	75.53	3,125.27
602-49450-383 GAS UTILITIES	25,000.00	25,000.00	19,830.50	(5,169.50)	79.32	29,070.06
602-49450-385 POWER - LIFT STATIONS	18,000.00	18,000.00	12,401.95	(5,598.05)	68.90	16,510.23
TOTAL OTHER SERVICES & CHARG	227,350.00	227,350.00	165,811.55	(61,538.45)	72.93	260,625.11

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	5,000.00	5,000.00	659.78	(4,340.22)	13.20	325.47
602-49450-404 REPAIR & MAINT LABOR - VEH/EQ	5,000.00	5,000.00	.00	(5,000.00)	.00	7,416.37
602-49450-406 REPAIR & MAINT - PLANT	30,000.00	30,000.00	17,347.27	(12,652.73)	57.82	40,119.84
602-49450-407 REPAIR & MAINT - LIFT STATIONS	7,000.00	7,000.00	3,512.01	(3,487.99)	50.17	4,113.13
602-49450-408 REPAIRS & MAINTENANCE - SEWER	.00	.00	.00	.00	.00	7,529.77
602-49450-409 MAINT CONTRACTS - OFFICE EQUIP	1,000.00	1,000.00	1,213.09	213.09	121.31	1,177.76
602-49450-420 DEPRECIATION	1,293,333.00	1,293,333.00	.00	(1,293,333.00)	.00	828,497.96
602-49450-430 MISCELLANEOUS	1,000.00	1,000.00	10.00	(990.00)	1.00	393.68
602-49450-433 DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	1,905.13	905.13	190.51	1,999.14
602-49450-440 MEETINGS AND SCHOOLS	2,500.00	2,500.00	1,887.00	(613.00)	75.48	1,418.90
602-49450-441 MPCA FEES	10,000.00	10,000.00	8,278.69	(1,721.31)	82.79	.00
602-49450-489 OTHER CONTRACTED SERVICES	81,000.00	81,000.00	3,741.96	(77,258.04)	4.62	87,878.19
TOTAL MISCELLANEOUS	1,436,833.00	1,436,833.00	38,554.93	(1,398,278.07)	2.68	980,870.21
<i>DEBT SERVICE</i>						
602-49450-610 2013 WWTP REHAB INTEREST EXP	115,000.00	115,000.00	67,902.93	(47,097.07)	59.05	61,734.81
602-49450-611 INTEREST EXP 2004 SEWER BONDS	184.00	184.00	.00	(184.00)	.00	2,253.56
602-49450-613 INTEREST - WASTE WATER BONDS	3,433.00	3,433.00	3,433.20	.20	100.01	.00
602-49450-617 BOND DISCOUNT	.00	.00	.00	.00	.00	1,896.25
602-49450-621 BOND ISSUE COSTS	.00	.00	1,705.17	1,705.17	.00	2,140.47
602-49450-623 INTEREST XYLITE BOND 2005	170.00	170.00	661.63	491.63	389.19	1,879.41
602-49450-627 INTEREST-2007 STREET BONDS	4,313.00	4,313.00	4,312.83	(.17)	100.00	7,177.92
602-49450-631 2011 BOND INT EXP	.00	.00	.00	.00	.00	3,778.08
602-49450-632 2012 BOND INTEREST EXP	5,563.00	5,563.00	5,562.66	(.34)	99.99	6,208.24
602-49450-634 INTEREST EXP 2014 IMPROV	11,182.00	11,182.00	11,181.41	(.59)	99.99	3,743.17
602-49450-635 INTEREST EXP 2015 BOND EXP	15,996.00	15,996.00	3,750.77	(12,245.23)	23.45	.00
TOTAL DEBT SERVICE	155,841.00	155,841.00	98,510.60	(57,330.40)	63.21	90,811.91
<i>TRANSFERS</i>						
602-49450-720 TRANSFERS OUT - OPER TRANSFER	37,500.00	37,500.00	37,500.00	.00	100.00	37,500.00
TOTAL TRANSFERS	37,500.00	37,500.00	37,500.00	.00	100.00	37,500.00
TOTAL EXPENSE 450	2,700,024.00	2,700,024.00	976,088.35	(1,723,935.65)	36.15	2,090,420.62

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 602 - WASTEWATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	2,700,024.00	2,700,024.00	976,088.35			2,090,420.62
NET REVENUES OVER EXPENDITURE	(469,289.00)	(469,289.00)	1,035,076.10			1,538,768.57

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
SA & INTEREST EARNINGS	.00	.00	.00	.00	.00	383.16
OPERATING REVENUES	316,000.00	316,000.00	273,895.70	42,104.30	115.37	324,469.21
OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	32,561.19
TOTAL FUND REVENUE	316,000.00	316,000.00	273,895.70	42,104.30	115.37	357,413.56
EXPENDITURES						
STORM SEWER FUND EXPENDITURES EXPENSE 500	401,230.00	401,230.00	39,715.15	(361,514.85)	9.90	397,064.83
TOTAL STORM SEWER FUND EXPENDITURE	401,230.00	401,230.00	39,715.15	(361,514.85)	9.90	397,064.83
TOTAL FUND EXPENDITURES	401,230.00	401,230.00	39,715.15	(361,514.85)	9.90	397,064.83
NET REVENUE OVER EXPENDITURES	(85,230.00)	(85,230.00)	234,180.55	(319,410.55)	(36.39)	(39,651.27)

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>SA & INTEREST EARNINGS</u>						
603-36210 INTEREST EARNINGS	.00	.00	.00	.00	.00	383.16
TOTAL SA & INTEREST EARNINGS	.00	.00	.00	.00	.00	383.16
<u>OPERATING REVENUES</u>						
603-37310 STORM WATER CHARGES	310,000.00	310,000.00	268,091.67	41,908.33	86.48	316,672.73
603-37360 PENALTIES	6,000.00	6,000.00	5,804.03	195.97	96.73	7,796.48
TOTAL OPERATING REVENUES	316,000.00	316,000.00	273,895.70	42,104.30	86.68	324,469.21
<u>OTHER FINANCING SOURCES</u>						
603-39700 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00	32,561.19
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00	32,561.19
TOTAL FUND REVENUE	<u>316,000.00</u>	<u>316,000.00</u>	<u>273,895.70</u>			<u>357,413.56</u>

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
EXPENSE 500						
<i>SUPPLIES</i>						
603-49500-204 STATIONARY, FORMS & ENVELOPES	500.00	500.00	.00	(500.00)	.00	24.59
<i>TOTAL SUPPLIES</i>	500.00	500.00	.00	(500.00)	.00	24.59
<i>OTHER SERVICES & CHARGES</i>						
603-49500-304 MISC PROFESSIONAL SERVICES	1,500.00	1,500.00	620.00	(880.00)	41.33	.00
603-49500-352 GEN INFO & PUBLIC NOTICES	75.00	75.00	196.56	121.56	262.08	7.51
<i>TOTAL OTHER SERVICES & CHARG</i>	1,575.00	1,575.00	816.56	(758.44)	51.85	7.51
<i>MISCELLANEOUS</i>						
603-49500-403 REPAIRS & MAINT - STORM SEWER	8,000.00	8,000.00	5,855.74	(2,144.26)	73.20	4,459.97
603-49500-420 DEPRECIATION	355,000.00	355,000.00	.00	(355,000.00)	.00	359,640.86
603-49500-430 MISCELLANEOUS	1,096.00	1,096.00	1,038.30	(57.70)	94.74	2,551.58
603-49500-440 SCHOOLS AND MEETINGS	.00	.00	400.00	400.00	.00	170.00
<i>TOTAL MISCELLANEOUS</i>	364,096.00	364,096.00	7,294.04	(356,801.96)	2.00	366,822.41
<i>DEBT SERVICE</i>						
603-49500-611 INTEREST EXP 2004 STORM BONDS	4,728.00	4,728.00	4,727.13	(.87)	99.98	5,789.06
603-49500-617 BOND DISCOUNT	.00	.00	.00	.00	.00	2,163.15
603-49500-621 BOND ISSUE COSTS	.00	.00	1,921.96	1,921.96	.00	4,878.82
603-49500-623 INTEREST-XYLITE BOND 2005	240.00	240.00	976.82	736.82	407.01	2,615.99
603-49500-627 INTEREST-2007 STREET BONDS	3,471.00	3,471.00	3,470.56	(.44)	99.99	5,776.10
603-49500-628 INTEREST EXP 2008 BONDS	1,395.00	1,395.00	1,394.37	(.63)	99.95	.00
603-49500-629 2009 STORM BOND INT EXP	2,325.00	2,325.00	2,324.22	(.78)	99.97	2,631.56
603-49500-631 2011 BOND INT EXP	.00	.00	.00	.00	.00	1,698.27
603-49500-634 INTEREST EXP 2014 STORM IMPROV	12,562.00	12,562.00	12,561.85	(.15)	100.00	4,657.37
603-49500-635 INTEREST EXP 2015 BONDS	10,338.00	10,338.00	4,227.64	(6,110.36)	40.89	.00
<i>TOTAL DEBT SERVICE</i>	35,059.00	35,059.00	31,604.55	(3,454.45)	90.15	30,210.32
TOTAL EXPENSE 500	401,230.00	401,230.00	39,715.15	(361,514.85)	9.90	397,064.83

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 603 - STORM WATER UTILITY FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	401,230.00	401,230.00	39,715.15			397,064.83
NET REVENUES OVER EXPENDITURE	(85,230.00)	(85,230.00)	234,180.55			(39,651.27)

CITY OF CAMBRIDGE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
REVENUE						
INTEREST & LOTTERY SALES	88,884.00	88,884.00	65,454.93	23,429.07	135.79	92,195.11
OPERATING REVENUES	4,969,828.00	4,969,828.00	4,139,052.26	830,775.74	120.07	4,971,838.73
TOTAL FUND REVENUE	5,058,712.00	5,058,712.00	4,204,507.19	854,204.81	120.32	5,064,033.84
EXPENDITURES						
LIQUOR STORE EXPENDITURES						
LIQUOR STORE	5,058,712.00	5,058,712.00	4,201,317.66	(857,394.34)	83.05	5,049,508.94
TOTAL LIQUOR STORE EXPENDITURES	5,058,712.00	5,058,712.00	4,201,317.66	(857,394.34)	83.05	5,049,508.94
TOTAL FUND EXPENDITURES	5,058,712.00	5,058,712.00	4,201,317.66	(857,394.34)	83.05	5,049,508.94
NET REVENUE OVER EXPENDITURES	.00	.00	3,189.53	(3,189.53)	.00	14,524.90

CITY OF CAMBRIDGE
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
<u>INTEREST & LOTTERY SALES</u>						
610-36200 MISCELLANEOUS REVENUES	400.00	400.00	2,470.00	(2,070.00)	617.50	386.50
610-36210 INTEREST EARNINGS	50.00	50.00	27.53	22.47	55.06	3,691.61
610-36220 LOTTERY SALES	88,434.00	88,434.00	62,957.40	25,476.60	71.19	88,117.00
TOTAL INTEREST & LOTTERY SALES	88,884.00	88,884.00	65,454.93	23,429.07	73.64	92,195.11
<u>OPERATING REVENUES</u>						
610-37811 SALES - LIQUOR	1,632,000.00	1,632,000.00	1,316,094.43	315,905.57	80.64	1,643,291.96
610-37812 SALES - BEER	2,244,000.00	2,244,000.00	1,958,040.67	285,959.33	87.26	2,248,469.43
610-37813 SALES - WINE	824,160.00	824,160.00	638,037.37	186,122.63	77.42	822,314.12
610-37815 SALES - NON-TAXABLE	132,600.00	132,600.00	122,597.82	10,002.18	92.46	135,243.89
610-37816 SALES - TAXABLE	140,760.00	140,760.00	106,968.60	33,791.40	75.99	126,091.28
610-37820 MACHINE COMMISSIONS	100.00	100.00	.00	100.00	.00	.00
610-37830 DISCOUNTS, DEPOSITS & RETURNS	(2,856.00)	(2,856.00)	(1,675.60)	(1,180.40)	(58.67)	(3,047.40)
610-37840 CASH OVER AND SHORT	(936.00)	(936.00)	(1,011.03)	75.03	(108.02)	(524.55)
TOTAL OPERATING REVENUES	4,969,828.00	4,969,828.00	4,139,052.26	830,775.74	83.28	4,971,838.73
TOTAL FUND REVENUE	5,058,712.00	5,058,712.00	4,204,507.19			5,064,033.84

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
LIQUOR STORE						
<i>PERSONAL SERVICES</i>						
610-49750-101 FULL-TIME EMPLOYEES - REGULAR	232,211.00	232,211.00	206,476.24	(25,734.76)	88.92	231,286.43
610-49750-102 FULL-TIME EMPLOYEES - OVERTIME	7,377.00	7,377.00	3,081.72	(4,295.28)	41.77	6,894.19
610-49750-103 PART-TIME EMPLOYEES - REGULAR	110,000.00	110,000.00	89,249.59	(20,750.41)	81.14	123,684.42
610-49750-106 PART-TIME EMPLOYEES - OVERTIME	8,000.00	8,000.00	.00	(8,000.00)	.00	4,073.39
610-49750-110 HOURS WORKED HOLIDAY	.00	.00	6,883.12	6,883.12	.00	3,628.21
610-49750-121 PERA (EMPLOYER)	27,621.00	27,621.00	22,926.78	(4,694.22)	83.00	25,596.12
610-49750-122 FICA/MEDICARE (EMPLOYER)	28,174.00	28,174.00	22,792.21	(5,381.79)	80.90	27,294.72
610-49750-131 MEDICAL/DENTAL/LIFE (EMPLOYER)	55,277.00	55,277.00	56,574.20	1,297.20	102.35	44,095.36
610-49750-132 LONGEVITY PAY	10,696.00	10,696.00	.00	(10,696.00)	.00	.00
610-49750-133 INSURANCE DEDUCTIBLE CONTRIB	4,800.00	4,800.00	2,989.33	(1,810.67)	62.28	2,739.27
610-49750-151 WORKERS' COMPENSATION PREMIU	11,608.00	11,608.00	9,350.10	(2,257.90)	80.55	9,304.96
610-49750-153 UNEMPLOYMENT COMPENSATION	250.00	250.00	1.15	(248.85)	.46	.00
610-49750-154 HRA/FLEX FEES	300.00	300.00	257.24	(42.76)	85.75	246.70
TOTAL PERSONAL SERVICES	496,314.00	496,314.00	420,581.68	(75,732.32)	84.74	478,843.77
<i>SUPPLIES</i>						
610-49750-201 OFFICE SUPPLIES - ACCESSORIES	7,242.00	7,242.00	1,239.61	(6,002.39)	17.12	3,244.65
610-49750-210 MISCELLANEOUS OPER SUPPLIES	25,831.00	25,831.00	16,457.07	(9,373.93)	63.71	26,067.46
610-49750-220 MAINTENANCE & REPAIR SUPPLIES	27,030.00	27,030.00	16,914.54	(10,115.46)	62.58	34,442.53
610-49750-251 PURCHASES - LIQUOR	1,206,130.00	1,206,130.00	966,530.06	(239,599.94)	80.13	1,206,828.39
610-49750-252 PURCHASES - BEER	1,727,415.00	1,727,415.00	1,496,143.58	(231,271.42)	86.61	1,737,561.52
610-49750-253 PURCHASES WINE	582,980.00	582,980.00	445,770.99	(137,209.01)	76.46	574,158.29
610-49750-259 PURCHASES - MISCELLANEOUS	213,210.00	213,210.00	183,251.86	(29,958.14)	85.95	200,723.76
610-49750-260 FREIGHT & DRAY	31,620.00	31,620.00	25,047.14	(6,572.86)	79.21	30,572.56
610-49750-262 BREAKAGE & SHRINKAGE	1,200.00	1,200.00	.00	(1,200.00)	.00	446.90
610-49750-263 INVENTORY PRICE ADJ	6,300.00	6,300.00	.00	(6,300.00)	.00	(2,598.98)
TOTAL SUPPLIES	3,828,958.00	3,828,958.00	3,151,354.85	(677,603.15)	82.30	3,811,467.08
<i>OTHER SERVICES & CHARGES</i>						
610-49750-304 MISC PROFESSIONAL SERVICES	2,000.00	2,000.00	2,859.70	859.70	142.99	4,107.30
610-49750-313 MARCO IT MGMT & BACKUP	.00	.00	.00	.00	.00	438.00
610-49750-321 TELEPHONE/CELLULAR PHONES	3,960.00	3,960.00	2,669.52	(1,290.48)	67.41	3,122.93
610-49750-331 TRAVEL/MEALS/LODGING	500.00	500.00	10.00	(490.00)	2.00	271.53
610-49750-334 MILEAGE REIMBURSEMENT	300.00	300.00	275.43	(24.57)	91.81	106.96
610-49750-340 ADVERTISING	36,300.00	36,300.00	29,956.06	(6,343.94)	82.52	37,497.48
610-49750-341 WINE TASTING EVENT COSTS	3,000.00	3,000.00	2,049.71	(950.29)	68.32	2,786.18
610-49750-360 INSURANCE AND BONDS	16,500.00	16,500.00	13,930.93	(2,569.07)	84.43	14,709.61
610-49750-381 ELECTRIC UTILITIES	26,400.00	26,400.00	18,872.36	(7,527.64)	71.49	25,432.77
610-49750-382 WATER/WASTEWATER UTILITIES	770.00	770.00	568.17	(201.83)	73.79	678.95
610-49750-383 GAS UTILITIES	2,000.00	2,000.00	1,034.51	(965.49)	51.73	2,059.13
TOTAL OTHER SERVICES & CHARG	91,730.00	91,730.00	72,226.39	(19,503.61)	78.74	91,210.84

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

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	5,390.00	5,390.00	4,896.56	(493.44)	90.85	5,738.03
610-49750-413 RENTALS - OFFICE EQUIPMENT	.00	.00	390.00	390.00	.00	.00
610-49750-420 DEPRECIATION	47,000.00	47,000.00	.00	(47,000.00)	.00	47,122.60
610-49750-430 FISCAL/BANK/MISCELLANEOUS CHG	97,750.00	97,750.00	84,770.18	(12,979.82)	86.72	94,816.07
610-49750-433 DUES AND SUBSCRIPTIONS	2,940.00	2,940.00	3,023.00	83.00	102.82	3,683.38
610-49750-440 MEETINGS AND SCHOOLS	900.00	900.00	943.71	43.71	104.86	857.00
610-49750-453 TAXES AND LICENSES	1,200.00	1,200.00	200.00	(1,000.00)	16.67	45.00
610-49750-461 LOTTERY SWEEP	48,960.00	48,960.00	36,685.69	(12,274.31)	74.93	49,759.24
610-49750-475 LOTTERY PAID OUT	34,170.00	34,170.00	21,397.30	(12,772.70)	62.62	34,763.00
610-49750-489 CONTRACT MAINTENANCE	3,400.00	3,400.00	4,848.30	1,448.30	142.60	1,887.93
<i>TOTAL MISCELLANEOUS</i>	<i>241,710.00</i>	<i>241,710.00</i>	<i>157,154.74</i>	<i>(84,555.26)</i>	<i>65.02</i>	<i>238,672.25</i>
<i>TRANSFERS</i>						
610-49750-720 TRANSFERS OUT - OPER TRANSFER	400,000.00	400,000.00	400,000.00	.00	100.00	421,915.00
610-49750-722 TRANSFERS OUT TO SENIOR CENTE	.00	.00	.00	.00	.00	7,400.00
<i>TOTAL TRANSFERS</i>	<i>400,000.00</i>	<i>400,000.00</i>	<i>400,000.00</i>	<i>.00</i>	<i>100.00</i>	<i>429,315.00</i>
TOTAL LIQUOR STORE	5,058,712.00	5,058,712.00	4,201,317.66	(857,394.34)	83.05	5,049,508.94

CITY OF CAMBRIDGE
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

FUND 610 - LIQUOR STORE FUND

	ADOPTED BUDGET	AMENDED BUDGET	YTD ACTUAL	UNUSED/ UNEARNED	% OF BUDGET	PRIOR YR YTD ACTUAL
TOTAL FUND EXPENDITURES	<u>5,058,712.00</u>	<u>5,058,712.00</u>	<u>4,201,317.66</u>			<u>5,049,508.94</u>
NET REVENUES OVER EXPENDITURE	<u>.00</u>	<u>.00</u>	<u>3,189.53</u>			<u>14,524.90</u>

Item 4C City Council

New Beginnings Church Cambridge Revised Lease December 7, 2015

Prepared by: Marcia Westover

Request:

New Beginnings Church Cambridge is requesting approval of a lease extension for 2016 at the Woodcrest Park Church.

Background:

New Beginnings has been renting the Woodcrest Park Church since March 1, 2011. In September, 2015, they restructured their leadership and are now called New Beginnings Church Cambridge. They are currently paying \$800 per month and the current lease ends December 31, 2015. They would like to continue to pay the same rate and perform the maintenance on the premises according to the lease.

The proposed lease is as follows:

<u>Lease Year</u>	<u>Monthly Rate</u>	<u>Annual</u>
January 1, 2016 through December 31, 2016	\$800.00	\$9,600

Council Action:

A motion from the City Council authorizing approval of the lease for the New Beginnings Church Cambridge and authorize the Mayor and City Administrator to sign the lease documents.

Attachments:

Lease Agreement

WOODCREST PARK CHURCH LEASE

THIS LEASE RENEWAL is made this 1st day of January, 2016, between the City of Cambridge, a municipal corporation (the "Landlord") and New Beginnings Church Cambridge (the "Tenant").

In consideration of the payment of the rent and the performance of the covenants and agreements by the Landlord set forth below, the Landlord does hereby lease to the Tenant the following described property situated in the County of Isanti, in the State of Minnesota, the street address of which is 2275 335th Lane NE. N., Cambridge, Minnesota 55008. The subject property is noted on the aerial photo on the attached Exhibit "A", which is by reference made a part hereof. The Legal description of the property is attached as Exhibit "B".

LEASE TERM

The Lease Renewal Term and rent will commence January 1, 2016. The rent during the term of this lease shall be payable by Tenant in monthly installments, on or before the first day of each month, in advance, at the office of Landlord or at such other place as is designated by Landlord, without prior demand therefore, and without any deduction or setoff whatsoever.

MINIMUM RENT

The minimum rent during the term of this lease shall be at the following rates:

<u>Lease Year</u>	<u>Monthly Rate</u>	<u>Annual</u>
January 1, 2016 to December 31, 2016	\$800.00	\$9,000

TENANT AGREEMENT

The Tenant, in consideration of the leasing of the premises agrees as follows:

1. To pay the rent for the premises above-described.
2. To keep the improvement upon the premises, including but not limited to plumbing, wiring and glass in good repair, all at Tenant's expense, and at the expiration of the Lease to surrender the premises in as good a condition as when the Tenant entered the premises, loss by fire, inevitable accident, and ordinary wear excepted. The tenant will also maintain the lawn and landscaping in good repair and maintain the parking lot, including clearing the lot of snow in the winter, all at the tenant's expense. Tenant will inform Landlord of any repairs needed for the property that would exceed \$500.00, excluding repairs due to tenant neglect, and the City shall determine the extent and responsibility of costs for those repairs.
3. To be responsible for all taxes, assessments, and other governmental charges that are levied or assessed against the leased premises during the term of this Lease.

Without limiting the foregoing, to the extent that personal property taxes or taxes in lieu of or as a substitute for real estate taxes are imposed with respect to the Leased Premises or directly on Tenant during the term of this Lease, Tenant shall pay such taxes (and any installments of special assessments allocable to the Leased Premises) before delinquency and shall indemnify and hold harmless Landlord from such taxes (and special assessments). Without limiting the foregoing, in the event that the Leased Premises is deemed or classified as a separate tax parcel or separate sub-tax parcel by Isanti County, Tenant shall pay before delinquency all taxes and installments of special assessments for such tax parcel or sub-tax parcel during the term of this Lease.

4. That the Tenant shall not paint, wallpaper, nor make alterations to the property without the Landlord's prior written consent. All improvements made shall be in accordance with a tenant improvement plan submitted and approved by the City at the sole cost of the tenant. Such consent shall not be unreasonably delayed. All such work shall comply with all applicable governmental laws, ordinances, rules and regulations. The Landlord, as a condition to said consent, may require a surety performance and/or payment bond from the Tenant for said actions. Tenant agrees to indemnify and hold Landlord and its agents free and harmless from any liability, loss, cost, damage or expense (including attorneys' fees) by reason of any said alteration, repairs, additions or improvements.
5. Tenant shall not erect or install any interior window or door signs, advertising media or window or door lettering or placards or other signs without Landlord's prior written consent. Tenant shall not erect or install any exterior signs without Landlord's prior written consent. It is agreed by Tenant that all of Tenant's signs shall conform to applicable governmental regulations applicable to the leased premises.
6. To sublet no part of the premises, and not to assign the lease or any interest therein without the written consent of the Landlord.
7. To use the premises only as a place of worship for New Beginnings Community Church and related religious uses customary of a "church" and to use the premises for no purposes prohibited by the laws of the United States or the State of Minnesota, or of the ordinances of the City of Cambridge, and for no improper or questionable purposes whatsoever, and to neither permit nor suffer any disorderly conduct, noise or nuisance having a tendency to annoy or disturb any persons occupying adjacent premises.
8. To comply with all reasonable rules or regulations posted on the premises or determined mutually between tenants and Landlord.

9. To neither hold nor attempt to hold the Landlord liable for any injury or damage, either proximate or remote, occurring through or caused by the repairs, alterations, injury or accident to the premises, or adjacent premises, or other parts of the above premises not herein demised, or by reason of the negligence or default of the owners or occupants thereof or any other person, nor to hold the Landlord liable for any injury or damage occasioned by defective electric wiring, or the breakage or stoppage of plumbing or sewerage upon said premises or upon adjacent premises, whether breakage or stoppage results from freezing or otherwise; to neither permit nor suffer said premises, or the walls or floors thereof, to be endangered by overloading, nor said premises to be used for any purpose which would render the insurance thereon void or the insurance risk more hazardous, nor make any alterations in or changes in, upon, or about said premises without first obtaining the written consent of the Landlord therefore, but to permit the Landlord to place a "For Lease" card or sign upon the Leased Premises at any time after sixty (60) days before the end of this lease. Tenant agrees to indemnify, hold harmless and defend Landlord, its agents, employees, and officers from any liability or damages arising out of Tenant's operations or any act or omission of Tenant, its agents, employees, invitees, or guests in either the Leased Premises or the Center.
10. Tenant agrees to carry during the term hereof public liability insurance for the Premises, providing coverage in the minimum amount of Five Hundred Thousand Dollars (\$500,000) against liability for injury to or death of any one person and One Million (\$1,500,000) Dollars against liability arising out of any one accident or occurrence, and also One Hundred Thousand Dollars (\$100,000) against liability arising out of any property damage; said insurance shall include Landlord, its agents, beneficiaries, and employees as assured parties and shall provide that Landlord shall be given a minimum of thirty (30) days notice by the insurance company prior to cancellation, termination, or change of such insurance. Tenant shall provide Landlord with copies of the policies or certificates evidencing that such insurance is in full force and effect and stating the terms thereof.
11. Tenant agrees to permit Landlord or its agents and/or representatives to enter into and upon any part of the Leased Premises during all suitable hours to inspect the same, clean, make repairs, alterations or additions thereto or show the Leased Premises to prospective Tenants, purchasers or others, or for any other reasonable purposes as Landlord may deem necessary or desirable. Landlord shall, except in an emergency, give Tenant reasonable notice prior to such entry. No such entry shall constitute an eviction or entitle Tenant to any abatement of rent, operating costs, or any sums due under said Lease.
12. The Leased Premises are constructed with heating and air conditioning systems. Landlord agrees to keep the air-conditioning and heating systems operating at levels sufficient to satisfy the requirements of the Leased

Premises. Tenant shall pay for all heating, air conditioning, electricity, gas, water/sewer and telephones used in the Leased Premises.

IT IS EXPRESSLY UNDERSTOOD AND AGREED BETWEEN LANDLORD AND TENANT AS FOLLOWS:

13. No assent, express or implied, to any breach of any one or more of the agreements hereof shall be deemed or taken to be a waiver of any succeeding or other breach. Any payment by Tenant, or acceptance by Landlord, of a lesser amount than due shall be treated only as a payment on account. Further, failure of the Landlord to timely bill for taxes, insurance or repairs, as required herein, shall not be deemed a waiver of the Tenant's liability to pay same.
14. If, after the expiration of this Lease, the Tenant shall remain in possession of the premises and continue to pay rent without a written agreement as to such possession, then such tenancy shall be regarded as a month-to-month tenancy, at a monthly rental, payable in advance, equivalent to the last month's rent paid under this lease, and subject to all the terms and conditions of this lease.
15. If the premises are left vacant and any part of the rent reserved hereunder is not paid, then the Landlord may, without being obligated to do so, and without terminating this Lease, retake possession of the said premises and rent the same for such rent, and upon such conditions as the Landlord may think best, making such change and repairs/as may be required, giving credit for the amount of rent so received less all expenses of such changes and repairs, and the Tenants shall be liable for the balance of the rent herein reserved until the expiration of the term of this Lease.
16. If any part of the rent provided to be paid herein is not paid when due, or if any default is made in any of the agreements by the Tenant contained herein, it shall be lawful for the Landlord to declare the term ended, and to enter into the premises, either with or without legal process, and to remove the Tenant or any other person occupying the premises, using such force as may be necessary, without being liable to prosecution, or in damages therefore, and to repossess the premises free and clear of any rights of the Tenant. If, at any time, this lease is terminated under this paragraph, the Tenant agrees to peacefully surrender the premises to the Landlord immediately upon termination, and if the Tenant remains in possession of the premises, the Tenant shall be deemed guilty of forcible entry and detainer of the premises, and, waiving notice, shall be subject to forcible eviction with or without process of law.
17. In the event of any dispute arising under the terms of this Lease, or in the event of non-payment of any sums arising under this lease and in the event the matter is turned over to an attorney, the party prevailing in such dispute shall

be entitled, in addition to other damages or costs, to receive reasonable attorney's fees from the other party.

- 18. In the event any payment required hereunder is not made within five (5) days after the payment is due, a late charge in the amount of five percent (5%) of the payment will be paid by the Tenant.
- 19. In the event of a condemnation or other taking by any governmental agency, all proceeds shall be paid to the Landlord hereunder, the Tenant waiving all right to any such payments.
- 20. This Lease is made with the express understanding and agreement that, in the event the Tenant becomes insolvent, or is declared bankrupt, then, in either event, the Landlord may declare this Lease ended, and all rights of the Tenant hereunder shall terminate and cease.
- 21. In the event the Tenant or Landlord wish to terminate the lease for any reason, the Landlord shall provide Tenant with a six month early termination notice and Tenant Shall provide the Landlord with a 3 month early termination notice. The Tenant shall agree to pay the rent through the end of the early termination notice period.
- 22. NOTICES. Any notices required or permitted to be given hereunder shall be in writing and shall be personally delivered, delivered via overnight delivery or deposited in the United States mail, postage prepaid, certified or registered mail, return receipt requested, addressed to Landlord or Tenant, as the case may be, as follows:

If to Landlord:

City of Cambridge
Attn: Marcia Westover
300 3rd Avenue NE
Cambridge, MN 55008
(763) 689-3209

If to Tenant:

New Beginnings
Church Cambridge
Attn: Brian Hallberg
2275 335th Lane NE
Cambridge, MN 55008
(502) 525-0241

THIS LEASE shall be binding on the parties, their personal representatives, successors and assigns.

ADDITIONAL PROVISIONS:

- 1. Tenant hereby accepts the Leased Premises in an "as is" condition. All interior finishing work will be at the sole expense of the Tenant. Initial interior finish work shall be in conformity with the pre-approved tenant

improvement plan. Any future tenant improvements not included in the plan shall be made only after written approval from the Landlord.

- 2. Tenant expressly understands that the location of the property is situated in a future commercial redevelopment area. At the present time there is not a plan for redevelopment that would affect the term of this lease. However, should a redevelopment plan come to fruition during the term of the lease, Landlord will give the Tenant a minimum of 180 days notice to vacate the subject property. If notice is given, Tenant shall vacate the subject property 180 days thereafter, or at a later time as agreed upon by the Landlord. Tenant hereby expressly waives any right to damages that may arise from any redevelopment action or eminent domain action of the City of Cambridge or any claim for relocation assistance. Tenant understands that the possibility of redevelopment is reflected in the lease rate.

IN WITNESS WHEREOF, Landlord and Tenant have signed this lease as of the day and year first above written.

City of Cambridge, Minnesota
Landlord

By: Marlys A. Palmer
Its: Mayor

By: Lynda Woulfe
Its: Administrator

Tenant
New Beginnings Church Cambridge

By: _____
Its: _____
Date: _____

Prepared by: Lucas Milz

Background:

The City advertised for applications to the Airport Advisory Board in early November. As of the closing date of November 25th we received 5 applications. Each of the applicants meets the requirements for membership on the board and all of the applicants are qualified to fill the position. The board needs to start over as all of the previous member's terms had expired. We received applications from the following; Garry Bye, Gerald Graham, Brandon Grell, Michael Grzincich, and David Johnson.

Recommendation

Staff recommends the appointments and terms as follows;

- Garry Bye – 1 year
- Gerald Graham – 2 years
- Brandon Grell – 2 years
- Michael Grzincich – 3 years
- David Johnson – 3 years

Received
11-10-15

Application For Appointment to Cambridge Municipal Airport Advisory Board

10 NOV 2015 CB

Name GARRY Bye Date 15 Nov 2012

Address _____ Phone(home) _____

Name of Employer _____

Occupation Retired Phone (work) _____

Education (Please indicate highest grade completed or highest degree and major course of study)
BS Degree

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

CMC Hospital Board Numerous Boards & Commissions

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Have enjoyed service on the committee

Drop off: Cambridge Public Works, 800 7th Avenue SW, Cambridge, MN 55008 or
Mail to: City of Cambridge, Attn. Airport Manager, 300 3rd Avenue NE, Cambridge, MN 55008
This application will be retained for one year from date of receipt.

Date Received _____ (For Office Use Only)

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

The City of Cambridge considers all of the information requested on this application to be private data with the exception of your name, address, and city-state-zip code, and said private data will be accessible only to you, pertinent City of Cambridge staff and other appropriate commission members or as provided by Minnesota State Statutes.

11/19/15
Received

Application For Appointment to Cambridge Municipal Airport Advisory Board

Name Gerald J. Graham Date 11-19-2015

Address _____ Cambridge Phone(home) 763

Name of Employer Retired Email _____

Occupation Retired Phone (work) 763

Education (Please indicate highest grade completed or highest degree and major course of study)
Airline transport pilot, flight engineer gold seal
flight instructor and advanced ground instructor

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

Vice Commander American Legion Cambridge Fire Patrol for
MN DNR, aerial photographer for ABC's, ADPA, Air Safety
Foundation, TSA Liaison, MN Seaplane Assoc., Rum
River Pilots Assoc. Cambridge Pilots Assoc.

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Prior airport manager for ten years at Cambridge owner
of SUN Aviation flight school instructor, Manager of yard
operations at CR railroad, facilitator and problem solver.

Drop off: Airport Manager, Public Works, 800 7th Avenue SW, Cambridge, MN 55008 or
Mail to: City of Cambridge, Attn. Airport Manager, 300 3rd Avenue NE, Cambridge, MN 55008
Email to: bpotrament@ci.cambridge.mn.us
Fax: 763-689-9577

This application will be retained for one year from date of receipt. Date Received _____

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

The City of Cambridge considers all of the information requested on this application to be private data with the exception of your name, address, and city-state-zip code, and said private data will be accessible only to you, pertinent City of Cambridge staff and other appropriate commission members or as provided by Minnesota State Statutes.

Received 11/2/15

Application For Appointment to Cambridge Municipal Airport Advisory Board

Name Brandon Grell Date 11/2/15

Address _____, Cambridge Phone(home) - _____

Name of Employer Best Jets International Email _____

Occupation Aircraft Maintenance Technician Phone (work) 952-324-8920

Education (Please indicate highest grade completed or highest degree and major course of study)
Associates in Airframe and Powerplant Maintenance from Westwood
College of Aviation Technology - Broomfield, CO 2005

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)
None at this time.

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).
See additional page.

Drop off: Airport Manager, Public Works, 800 7th Avenue SW, Cambridge, MN 55008 or
Mail to: City of Cambridge, Attn. Airport Manager, 300 3rd Avenue NE, Cambridge, MN 55008
Email to: bpotrument@ci.cambridge.mn.us
Fax: 763-689-9577

This application will be retained for one year from date of receipt. Date Received _____

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

The City of Cambridge considers all of the information requested on this application to be private data with the exception of your name, address, and city-state-zip code, and said private data will be accessible only to you, pertinent City of Cambridge staff and other appropriate commission members or as provided by Minnesota State Statutes.

Application for Appointment to Cambridge Municipal Airport Advisory Board

Qualifications and Experience for Consideration:

I grew up here in Cambridge and took my first flight at the Cambridge Municipal Airport. I've had a passion for aviation from as early in my life as I can remember. I obtained my Airframe & Powerplant License from the FAA in 2005. Since that time I have worked at airports all over the country. I have been employed at a Regional Airline, FAA Part 145 Repair Station and currently a FAA Part 135 Charter Company at the Minneapolis-St. Paul International Airport.

At my current position with Best Jets International, apart from our company aircraft we also manage aircraft for other people. That means on a daily basis I am aware of the budget. We have to project out three months and see all maintenance due on the aircraft. I then have to price out parts, labor, shop supplies and outside vendors to then submit to the customer for approval. We also are in contact with our local FSDO often for audits and other matters.

With my previous job at Primestar Aviation Services in Chicago I traveled the country working on aircraft for Fractional providers. This took me from Brainerd, MN, Sioux City, IA, Nashville, TN, Bayfield, NJ and numerous other airports in between. In that time I have toured some of the biggest FBO's in the country and quite a few municipal airports with just an office to get the weather. I feel this has given me a great understanding of how airports run from the smallest to the largest of them.

At our base out of Signature Flight Support at Midway International Airport in Chicago we provided assistance to help recover smaller aircraft if they broke or had issues on the runway. This put me in contact with the Airport Operations team and learned further the process of running an airport. From advising local Tower on aircraft movements to coordinating our maintenance taxi/engine runs against the current NOTAMS.

I may not have any civic activities or organizational memberships to date, but I do have over 10 years of experience in the aviation field. From loading bags in Turboprops at the Denver International Airport to managing maintenance on Gulfstream jets I have always sought out to learn every aspect of my field.

Being appointed to the Airport Advisory board would be another way to further my knowledge in Aviation while also serving my community.

Thank you for your time and consideration,

Brandon Grell



*Received
10-27-15*

Application For Appointment to Cambridge Municipal Airport Advisory Board

Name Michael J. Grzincich Date 27-OCT-2015

Address _____ Phone(home) 763

Name of Employer Anoka-Ramsey CC / St of MN Email _____

Occupation College Faculty – Computer Networking Phone (work) _____

Education (Please indicate highest grade completed or highest degree and major course of study)
BS – Information Technologies; AS – Computer Networking; AAS – Business Management

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

Experimental Aircraft Association Chapter 237 KANE: Member and Young Eagle pilot

Member: Aircraft Owners and Pilots Association; Minnesota Pilots Association

Former Deputy Commander of Cadets, North Hennepin Squadron, Civil Air Patrol, USAF Aux

Active FlyMN passport participant – Silver Level. Pilot with over 500hrs; Owner N8406U.

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Highly motivated aviation advocate with community ties via ARCC and EAA.

Recent visits to nearly half of Minnesota's GA airports provides me the ability to compare and contrast options and practices for our airport.

Drop off: Airport Manager, Public Works, 800 7th Avenue SW, Cambridge, MN 55008 or

Mail to: City of Cambridge, Attn. Airport Manager, 300 3rd Avenue NE, Cambridge, MN 55008

Email to: bpotrament@ci.cambridge.mn.us

Fax: 763-689-9577

This application will be retained for one year from date of receipt. Date Received _____

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

The City of Cambridge considers all of the information requested on this application to be private data with the exception of your name, address, and city-state-zip code, and said private data will be accessible only to you, pertinent City of Cambridge staff and other appropriate commission members or as provided by Minnesota State Statutes.

Received 11-23-15

Application For Appointment to Cambridge Municipal Airport Advisory Board

Name David Johnson Date 11-20-15

Address _____ Phone(home) _____

Name of Employer SuperValu Pharmacies Email _____

Occupation Pharmacist Phone (work) _____

Education (Please indicate highest grade completed or highest degree and major course of study)
Drake University 5 yr BS Pharmacy

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

member AOPA EAA
BOARD member Cambridge ISANTI ARENA BOARD
Past Council member AND PRESIDENT FAITH LUTHERAN CHURCH

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Current P. LOT AND hangar Lessee (hangar 2) CBB
lived in Cambridge most of life
Current Pharmacy manager CUB FOODS
Life Long interest in Aviation

Drop off: Airport Manager, Public Works, 800 7th Avenue SW, Cambridge, MN 55008 or
Mail to: City of Cambridge, Attn. Airport Manager, 300 3rd Avenue NE, Cambridge, MN 55008
Email to: bpotrment@ci.cambridge.mn.us
Fax: 763-689-9577

This application will be retained for one year from date of receipt. Date Received _____

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

The City of Cambridge considers all of the information requested on this application to be private data with the exception of your name, address, and city-state-zip code, and said private data will be accessible only to you, pertinent City of Cambridge staff and other appropriate commission members or as provided by Minnesota State Statutes.

Appoint Todd Schwab and Nick Shatek Squad Captains for a 2 Year Term

Prepared by: Will Pennings Deputy Chief

Background

The Officers Nominating Committee and Cambridge Fire Department unanimously recommends Todd Schwab, and Nick Shatek to be appointed as Fire Department Captains from January 1, 2016 to December 31, 2017

Action

Accept the Nominating Committee and Fire Department's recommendation to appoint Todd Schwab, and Nick Shatek as Fire Department Captains for the term from January 1, 2016 thru December 31, 2017.

Background

It is time to approve the renewals for tobacco licenses for 2016. Businesses applying for a renewal of their tobacco license are:

Cambridge Petroleum Inc. dba Super America 101 S Garfield St
Casey's Retail Store 1751 243 First Ave E
Casey's Retail Store 2155 2290 Main St
Cambridge 2006 LLC dba Cub Foods 100 Opportunity Blvd
Zuhair H.A. Abudaya dba Cambridge Tobacco 1870 2 nd Ave SE, Suite 170
Dollar General 1117 126 Buchanan Street N.
Holiday Station Stores 0046 635 Main St S.
Northbound Liquor 1655 E Highway 95
Murphy Oil USA 6811 2046 2 ND Ave SE
Restlye Consignments LLP dba Pure Xhale 1001 1 st Ave E, Suite 130
Sidelines Sports Grill Ltd 138 Second Ave SE
Walgreens 2460 115 Garfield St N

With the exception of Cambridge 2006 LLC dba Cub Foods, the businesses listed have turned in their renewal paperwork and have passed the tobacco compliance check conducted by the Cambridge Police Department. I have e-mailed Cub Foods again to get them to turn in their renewal paperwork. They did pass their recent tobacco compliance check. Restyle Consignments faxed in their paperwork and I am awaiting their license fee.

Recommendation

Approved the 2016 tobacco licenses for all businesses that have completed their license paperwork and paid their license fee.

Conditionally approve renewing the tobacco licenses for Cambridge 2006 LLC dba Cub Foods contingent upon them submitting their license renewal paperwork and fee.

Conditionally approve renewing the tobacco licenses for Restlye Consignments LLP dba Pure Xhale contingent upon them submitting their license renewal fee.

Prepared by: Lynda Woulfe, City Administrator

Background

It is time to approve the renewals for 3.2 Off Sale licenses for 2016. All entities have submitted the proper paperwork for renewal. Certificates of liability and workers compensation forms have been completed and submitted as well. Therefore, licenses are eligible to be renewed. Alcohol compliance checks have been conducted and all establishments have passed. Criminal history background checks were run on any new officer applicants and all passed.

I checked property tax records for all businesses renewing their 3.2 off sale license. All property taxes have been paid. I also checked the Department of Revenue liquor sales tax delinquency posting and found no entries for any businesses from the City of Cambridge.

Recommendation:

Authorize renewal of the following licenses:

3.2 Off Sale License Renewals:

1. Holiday Station Store #46 (635 Main St. S)
2. Cambridge 2006 LLC DBA Cub #31574 (100 Opportunity Blvd. N.)
3. Wal-Mart #2352 Supercenter (2101 Second Ave. SE)



06

City of Cambridge
2016 Budget Hearing
Monday December 7, 2015
6:00 P.M.

What is happening in Cambridge for the 2016 taxes?

- ▶ Notices to property owners were based on proposed 2% increase in city taxes
- ▶ Levy increase in city taxes recommended today is 1.5%.
- ▶ County levy going up 4.9%

Set the Stage With Property Tax Video



What is happening in Cambridge for the 2016 taxes?

- ▶ Significant swings in valuation between commercial and residential.
- ▶ Isanti County Assessor Office sets valuation. The City of Cambridge does not have control over valuation.
- ▶ Review sample property tax notices
 - Residential
 - Commercial



ISANTI COUNTY

Auditor-Treasurer
555 18th Ave. S.W.
Cambridge, MN 55008-9918
www.co.isanti.mn.us

TAXPAYER(S):

3457*6**50***0.382**1/1*****AUTO**5-DIGIT 55025
STANLEY E GUSTAFSON
985 LINCOLN CT S
CAMBRIDGE MN 55008-2578



PROPOSED TAXES 2016

- THIS IS NOT A BILL - DO NOT PAY -

VALUES AND CLASSIFICATION

Taxes Payable Year	2015	2016
Estimated Market Value	116,000	136,600
Homestead Exclusion	26,800	24,900
Other Exclusions/deferrals	0	0
Taxable Market Value	89,200	111,700
Class:	Res Hstd	Res Hstd

Step 1

Step 2

PROPOSED TAX

Proposed Tax 2,314.00

Step 3

PROPERTY TAX STATEMENT Coming in 2016

**The time to provide feedback on
PROPOSED LEVIES is NOW**

It is too late to appeal your value without going to Tax Court.

Property Information

Parcel Number:
15.151.0260

Property Address:
985 LINCOLN CT S
CAMBRIDGE MN 55008

Property Description:
Acres: 0.31 SubdivisionName SILVER OAK RIDGE 2ND ADDITION
Lot 021 Block 002 SubdivisionCd 15151 Section 33 Township 036
Range 023

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016
STATE GENERAL TAX	NO MEETING REQUIRED	\$0.00	\$0.00
ISANTI COUNTY ISANTI CO ADMINISTRATOR 555 18TH AVE SW CAMBRIDGE MN 55008 www.co.isanti.mn.us 763-689-3859	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$592.88	\$719.25
CITY OF CAMBRIDGE CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$801.19	\$962.46
SD 0911 CAMBRIDGE-ISANTI ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 763-689-6188 Voter approved levies Other local levies	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N DECEMBER 17, 2015 7:00 PM	\$238.24 \$357.60	\$275.53 \$354.26
SPECIAL TAXING DISTRICTS	NO MEETING REQUIRED	\$2.09	\$2.50
TAX INCREMENT TAX	NO MEETING REQUIRED	\$0.00	\$0.00

TOTAL Excluding any Special Assessments

\$1,992.00

\$2,314.00 16.2%



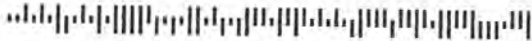


ISANTI COUNTY

Auditor-Treasurer
555 18th Ave. S.W.
Cambridge, MN 55008-9918
www.co.isanti.mn.us

TAXPAYER(S):

4845*9**50***0.382**1/1*****AUTO**5-DIGIT 55025
JOSEPH A MORIN
CHERYL A MORIN
519 TAFT LOOP S
CAMBRIDGE MN 55008-9354



Property Information

Parcel Number: 15.164.0130
Property Address: 519 TAFT LOOP S
CAMBRIDGE MN 55008

Property Description:
Acres: 0.17 SubdivisionName PARKWOOD SOUTHEAST Lot 013
Block 001 SubdivisionCd 15164 Section 34 Township 036 Range 023

PROPOSED TAXES 2016

- THIS IS NOT A BILL - DO NOT PAY -

VALUES AND CLASSIFICATION			
		Taxes Payable Year	
		2015	2016
Step 1	Estimated Market Value	151,800	172,400
	Homestead Exclusion	23,600	21,700
	Other Exclusions/deferrals	0	0
	Taxable Market Value	128,200	150,700
	Class:	Res Hstd	Res Hstd
PROPOSED TAX			
Step 2	Proposed Tax	3,106.00	
PROPERTY TAX STATEMENT			
Step 3	Coming in 2016		

The time to provide feedback on PROPOSED LEVIES is NOW

It is too late to appeal your value without going to Tax Court.

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016
STATE GENERAL TAX	NO MEETING REQUIRED	\$0.00	\$0.00
ISANTI COUNTY ISANTI CO ADMINISTRATOR 555 18TH AVE SW CAMBRIDGE MN 55008 www.co.isanti.mn.us 763-689-3859	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$853.01	\$971.01 + 118
CITY OF CAMBRIDGE CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$1,151.49	\$1,298.52 + 147.03
SD 0911 CAMBRIDGE-ISANTI ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N DECEMBER 17, 2015 7:00 PM		
	Voter approved levies	\$342.40	\$371.73 + 29.33
	Other local levies	\$492.09	\$461.37 - 30.72
SPECIAL TAXING DISTRICTS	NO MEETING REQUIRED	\$3.01	\$3.37 + .36
TAX INCREMENT TAX	NO MEETING REQUIRED	\$0.00	\$0.00
TOTAL Excluding any Special Assessments		\$2,842.00	\$3,106.00 9.3%





ISANTI COUNTY

Auditor-Treasurer
555 18th Ave. S.W.
Cambridge, MN 55008-9918
www.co.isanti.mn.us

TAXPAYER(S):

3584*7**50***0.382**1/1*****AUTO**5-DIGIT 55025
TODD A SCHWAB
3130 LAUREL ST S
CAMBRIDGE MN 55008-2634



Property Information

Parcel Number:
15.266.0080

Property Address:
3130 LAUREL ST S
CAMBRIDGE MN 55008

Property Description:
Acres: 0.50 SubdivisionName GOLDENWOOD 9TH ADDN Lot 008
Block 001 SubdivisionCd 15266 Section 05 Township 035 Range 023

PROPOSED TAXES 2016

- THIS IS NOT A BILL - DO NOT PAY -

VALUES AND CLASSIFICATION			
	Taxes Payable Year	2015	2016
Step 1	Estimated Market Value	180,300	204,600
	Homestead Exclusion	21,000	18,800
	Other Exclusions/deferrals	0	0
	Taxable Market Value	159,300	185,800
	Class:	Res Hstd	Res Hstd
PROPOSED TAX			
Step 2	Proposed Tax	3,818.00	
PROPERTY TAX STATEMENT			
Coming in 2016			
<p>The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court.</p>			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016
STATE GENERAL TAX	NO MEETING REQUIRED	\$0.00	\$0.00
ISANTI COUNTY ISANTI CO ADMINISTRATOR 555 18TH AVE SW CAMBRIDGE MN 55008 www.co.isanti.mn.us 763-689-3859	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$1,058.70	\$1,196.84
CITY OF CAMBRIDGE CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$1,430.82	\$1,600.96
SD 0911 CAMBRIDGE-ISANTI ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 763-689-6188 Voter approved levies Other local levies	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N DECEMBER 17, 2015 7:00 PM	\$425.46 \$599.28	\$458.31 \$557.74
SPECIAL TAXING DISTRICTS TAX INCREMENT TAX	NO MEETING REQUIRED NO MEETING REQUIRED	\$3.74 \$0.00	\$4.15 \$0.00
TOTAL Excluding any Special Assessments		\$3,518.00	\$3,818.00 8.5%



Isanti County

Chad Struss
555 18th Ave SW
Cambridge, MN 55008-9918
763-689-1781
www.co.isanti.mn.us

TAXPAYER(S):

DAYTON HUDSON CORPORATION & % PROPERTY TAX DEP
:554402:

% PROPERTY TAX DEPT TPN-0950
TARGET CORPORATION T - 1303
PO BOX 9456
MINNEAPOLIS MN 55440

Property Information

PIN: 15.140.0010

Property address:
215 BALSAM ST N
CAMBRIDGE, MN 55008

Property description:

Acres: 10.04
SubdivisionName CAMBRIDGE RETAIL ADDITION Lot 001
Block 001 SubdivisionCd 15140
Section 27 Township 036 Range 023

PROPOSED TAXES 2016

THIS IS NOT A BILL. DO NOT PAY.

VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2015	2016
1	Estimated Market Value:	\$5,802,200	\$6,020,800
	Homestead Exclusion:	\$0	\$0
	Other exclusions/deferrals:	\$0	\$0
	Taxable Market Value:	\$5,802,200	\$6,020,800
	Class:	Comm/Ind	Comm/Ind
Step 2	PROPOSED TAX		\$294,586.00
Step 3	PROPERTY TAX STATEMENT Coming in March 2016		
The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016	Percent Change
State General Tax	No public meeting	\$58,615.47	\$58,636.34	
ISANTI CO ADMINISTRATOR 763-689-3859 555 18TH AVE SW CAMBRIDGE MN 55008 Tel.: 763-689-3859 Web.: www.co.isanti.mn.us	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$76,653.73	\$77,112.30	
CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 Tel.: 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$103,555.91	\$103,111.60	
ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 Tel.: 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N CAMBRIDGE MN 55008 DECEMBER 17, 2015 7:00 PM	Voter approved levies \$30,792.95 Other local levies \$32,749.34	\$29,517.57 \$25,940.79	
Special Taxing Districts		\$270.60	\$267.40	
Tax Increment Tax	No public meeting	\$0.00	\$0.00	
TOTAL excluding any special assessments		\$302,638.00	\$294,586.00	-2.7%

Isanti County

Chad Struss
555 18th Ave SW
Cambridge, MN 55008-9918
763-689-1781
www.co.isanti.mn.us

TAXPAYER(S):

WAL-MART REAL ESTATE BUS TRUST & PROPERTY TAX DEI
:7271280508:

PROPERTY TAX DEPARTMENT
WAL-MART REAL ESTATE BUS TRUST
PO BOX 8050 MS 0555
BENTONVILLE AR 72712-8050

Property Information

PIN: 15.132.0010

Property address:
2101 2ND AVE SE
CAMBRIDGE, MN 55008

Property description:

Acres: 18.99
SubdivisionName SO FRONTAGE RD - COMM PLAT Lot
001 Block 001 SubdivisionCd 15132
Section 34 Township 036 Range 023

PROPOSED TAXES 2016

THIS IS NOT A BILL. DO NOT PAY.

VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2015	2016
1	Estimated Market Value:	\$10,259,700	\$9,896,400
	Homestead Exclusion:	\$0	\$0
	Other exclusions/deferrals:	\$0	\$0
	Taxable Market Value:	\$10,259,700	\$9,896,400
	Class:	Comm/Ind	Comm/Ind
Step	PROPOSED TAX		\$485,368.00
Step	PROPERTY TAX STATEMENT Coming in March 2016		
The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016	Percent Change
State General Tax	No public meeting	\$103,939.33	\$96,617.22	
ISANTI CO ADMINISTRATOR 763-689-3859 555 18TH AVE SW CAMBRIDGE MN 55008 Tel.: 763-689-3859 Web.: www.co.isanti.mn.us	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$135,924.02	\$127,062.54	
CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 Tel.: 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$183,629.54	\$169,900.72	
ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 Tel.: 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N CAMBRIDGE MN 55008 DECEMBER 17, 2015 7:00 PM	Voter approved levies \$54,603.32 Other local levies \$58,029.95	\$48,637.17 \$42,709.74	
Special Taxing Districts		\$479.84	\$440.61	
Tax Increment Tax	No public meeting	\$0.00	\$0.00	
TOTAL excluding any special assessments		\$536,606.00	\$485,368.00	-9.5%

Isanti County

Chad Struss
555 18th Ave SW
Cambridge, MN 55008-9918
763-689-1781
www.co.isanti.mn.us

TAXPAYER(S):

MENARD INC & CORPORATE ACCOUNTING

:547031:

CORPORATE ACCOUNTING
MENARD INC
4777 MENARD DR
EAU CLAIRE WI 54703

Property Information

PIN: 15.145.0010

Property address:
2355 2ND AVE SE
CAMBRIDGE, MN 55008

Property description:

Acres: 14.60
SubdivisionName MENARD 1ST ADDITION Lot 001 Block
001 SubdivisionCd 15145
Section 34 Township 036 Range 023

PROPOSED TAXES 2016

THIS IS NOT A BILL. DO NOT PAY.

VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2015	2016
1	Estimated Market Value:	\$6,799,000	\$7,704,100
	Homestead Exclusion:	\$0	\$0
	Other exclusions/deferrals:	\$0	\$0
	Taxable Market Value:	\$6,799,000	\$7,704,100
	Class:	Comm/Ind	Comm/Ind
Step 2	PROPOSED TAX		\$377,448.00
Step 3	PROPERTY TAX STATEMENT Coming in March 2016		
The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016	Percent Change
State General Tax	No public meeting	\$68,750.93	\$75,132.68	
ISANTI CO ADMINISTRATOR 763-689-3859 555 18TH AVE SW CAMBRIDGE MN 55008 Tel.: 763-689-3859 Web.: www.co.isanti.mn.us	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$89,907.31	\$98,806.43	
CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 Tel.: 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$121,462.21	\$132,120.31	
ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 Tel.: 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N CAMBRIDGE MN 55008 DECEMBER 17, 2015 7:00 PM	Voter approved levies \$36,117.50 Other local levies \$38,402.66	\$37,821.85 \$33,224.10	
Special Taxing Districts		\$317.39	\$342.63	
Tax Increment Tax	No public meeting	\$0.00	\$0.00	
TOTAL excluding any special assessments		\$354,958.00	\$377,448.00	6.3%

Isanti County

Chad Struss
 555 18th Ave SW
 Cambridge, MN 55008-9918
 763-689-1781
 www.co.isanti.mn.us

TAXPAYER(S):

KOHL'S ILLINOIS INC & KOHL'S PROPERTY TAX DEPT
 :532019:

KOHL'S PROPERTY TAX DEPT
 KOHL'S ILLINOIS INC
 PO BOX 2148
 MILWAUKEE WI 53201

Property Information

PIN: 15.285.0030

Property address:
 2200 3RD AVE NE
 CAMBRIDGE, MN 55008

Property description:

Acres: 5.66
 SubdivisionName NO FRONTAGE RD COMM PLAT 3RD
 ADD Lot 003 Block 001 SubdivisionCd 15285
 Section 27 Township 036 Range 023

PROPOSED TAXES 2016			
THIS IS NOT A BILL. DO NOT PAY.			
VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2015	2016
1	Estimated Market Value:	\$3,380,700	\$3,060,300
	Homestead Exclusion:	\$0	\$0
	Other exclusions/deferrals:	\$0	\$0
	Taxable Market Value:	\$3,380,700	\$3,060,300
	Class:	Comm/Ind	Comm/Ind
Step	PROPOSED TAX		
2	\$148,852.00		
Step	PROPERTY TAX STATEMENT		
3	Coming in March 2016		
The time to provide feedback on PROPOSED LEVIES is NOW			
It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016	Percent Change
State General Tax	No public meeting	\$33,993.66	\$29,623.44	
ISANTI CO ADMINISTRATOR 763-689-3859 555 18TH AVE SW CAMBRIDGE MN 55008 Tel.: 763-689-3859 Web.: www.co.isanti.mn.us	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$44,454.81	\$38,957.07	
CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 Tel.: 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$60,056.57	\$52,092.62	
ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 Tel.: 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N CAMBRIDGE MN 55008 DECEMBER 17, 2015 7:00 PM	Voter approved levies \$17,858.17 Other local levies \$19,015.86	\$14,912.46 \$13,131.32	
Special Taxing Districts		\$156.93	\$135.09	
Tax Increment Tax	No public meeting	\$0.00	\$0.00	
TOTAL excluding any special assessments		\$175,536.00	\$148,852.00	-15.2%

Isanti County

Chad Struss
555 18th Ave SW
Cambridge, MN 55008-9918
763-689-1781
www.co.isanti.mn.us

TAXPAYER(S):

MILLS PROPERTIES, INC
:564014:

MILLS PROPERTIES, INC
PO BOX 5055
BRAINERD MN 56401

Property Information

PIN: 15.290.0010

Property address:

Property description:

Acres: 17.25
SubdivisionName NO FRONTAGE RD COMM PLAT 4TH
ADD Lot 001 Block 001 SubdivisionCd 15290
Section 27 Township 036 Range 023

PROPOSED TAXES 2016

THIS IS NOT A BILL. DO NOT PAY.

VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2015	2016
1	Estimated Market Value:	\$7,096,200	\$6,603,700
	Homestead Exclusion:	\$0	\$0
	Other exclusions/deferrals:	\$0	\$0
	Taxable Market Value:	\$7,096,200	\$6,603,700
	Class:	Comm/Ind	Comm/Ind
Step 2	PROPOSED TAX		\$323,280.00
Step 3	PROPERTY TAX STATEMENT Coming in March 2016		
The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2015	Proposed 2016	Percent Change
State General Tax	No public meeting	\$71,772.86	\$64,348.76	
ISANTI CO ADMINISTRATOR 763-689-3859 555 18TH AVE SW CAMBRIDGE MN 55008 Tel.: 763-689-3859 Web.: www.co.isanti.mn.us	ISANTI COUNTY BOARD ROOM 555 18TH AVE SW CAMBRIDGE, MN 55008 DECEMBER 2, 2015 7:00 PM	\$93,859.47	\$84,624.85	
CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE MN 55008 Tel.: 763-689-3211	CAMBRIDGE CITY HALL 300 3RD AVE NE CAMBRIDGE, MN 55008 DECEMBER 7, 2015 6:00 PM	\$126,801.06	\$113,156.85	
ISD 911 SCHOOL BOARD 625A MAIN ST N CAMBRIDGE MN 55008 Tel.: 763-689-6188	EDUCATION CENTER COMMUNITY ROOM 121 A & B 625A MAIN ST N CAMBRIDGE MN 55008 DECEMBER 17, 2015 7:00 PM			
	Voter approved levies	\$37,705.04	\$32,393.20	
	Other local levies	\$40,088.23	\$28,462.89	
Special Taxing Districts		\$331.34	\$293.45	
Tax Increment Tax	No public meeting	\$0.00	\$0.00	
TOTAL excluding any special assessments		\$370,558.00	\$323,280.00	-12.8%

What does the City levy taxes for?

	Proposed 2016 Levy	Adopted 2015 Levy	Adopted 2014 Levy
General Fund Operating Levy	\$4,214,755 (85%)	\$4,160,534 (85%)	\$3,981,560 (82%)
City Hall Bonds	\$394,000	\$389,000	\$384,000
2015 Street Improv Bonds	\$112,000	0	0
2007 Street Improv Bonds	0	\$11,011	\$24,511
2009 Street Improv Bonds	\$115,000	\$115,000	\$115,000
2012 Street Improv Bonds	\$145,000	\$145,000	\$145,000
Other Bonds	\$0	\$86,603	\$194,103
Total	\$4,980,755	\$4,907,148	\$4,844,174

Current long-range plan for City

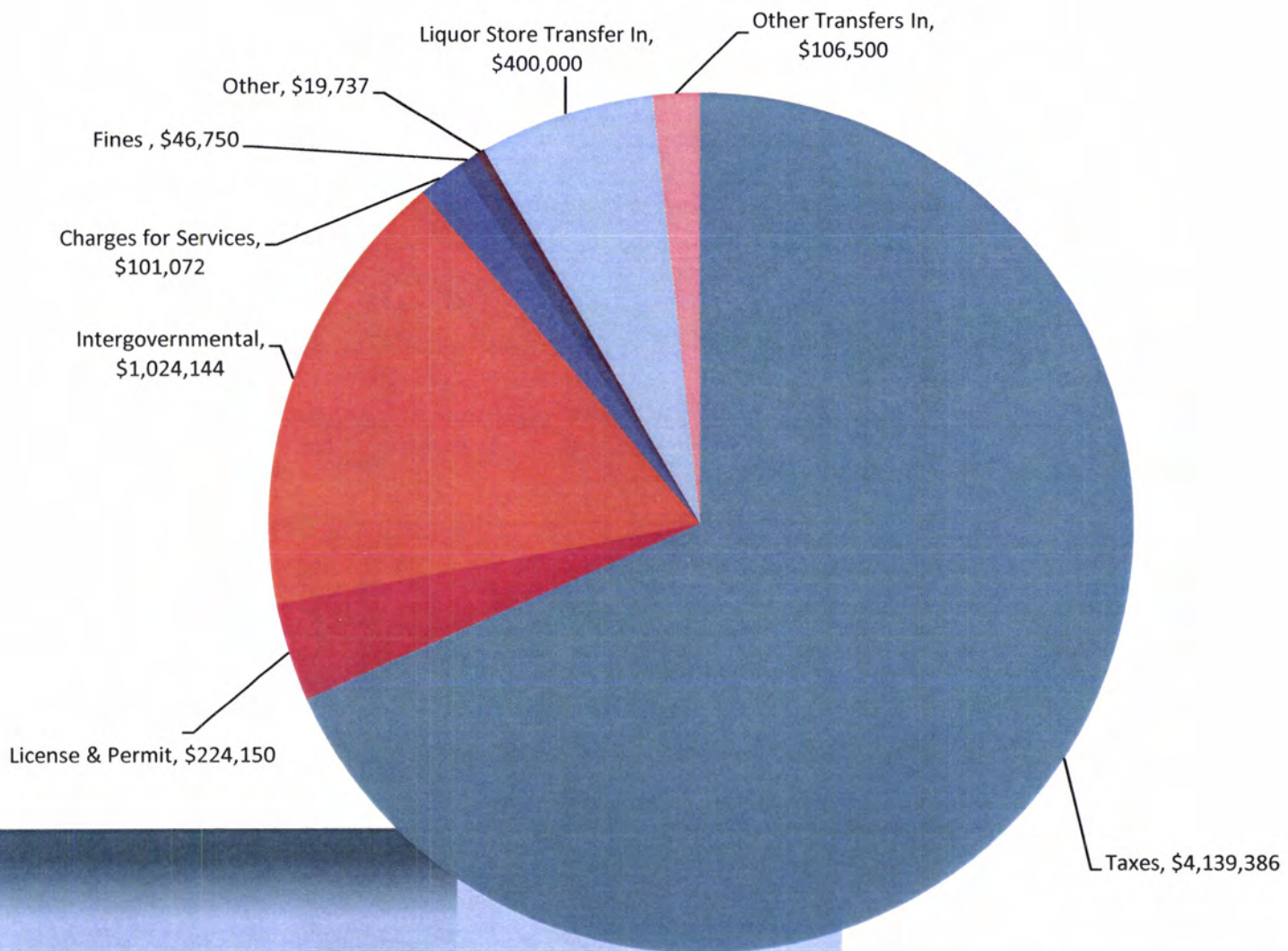
- Comprehensive plan for next ten years including complete plan for financing
- Prepared with goal of reducing burden on property owner--taxes, utility rates, special assessments. Lots of financial pressure making this difficult.
- Prepared with goal of delivering similar or better service levels--police & public works
- Support of economic development to provide jobs and non-residential tax base
- Safe places to recreate

Budgeting Basics

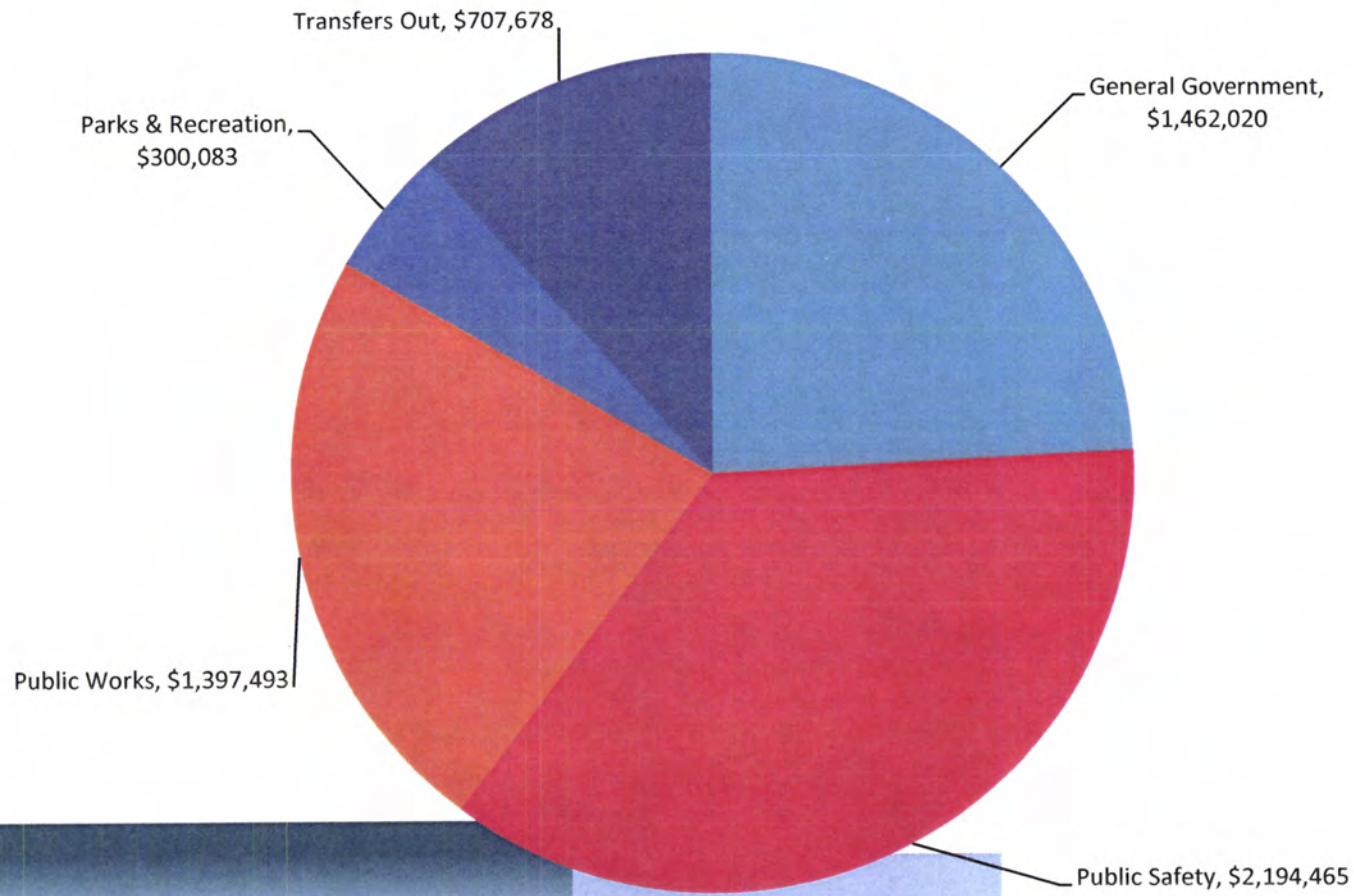
- ▶ Detailed financial plan for 2016 is “year one” of our long range plan.
- ▶ Adopted for certain funds including revenues and expenditures.
- ▶ Measuring stick for the year with progress reported monthly to City council.
- ▶ Budget for 2016 is balanced for general fund—revenues equal expenditure.



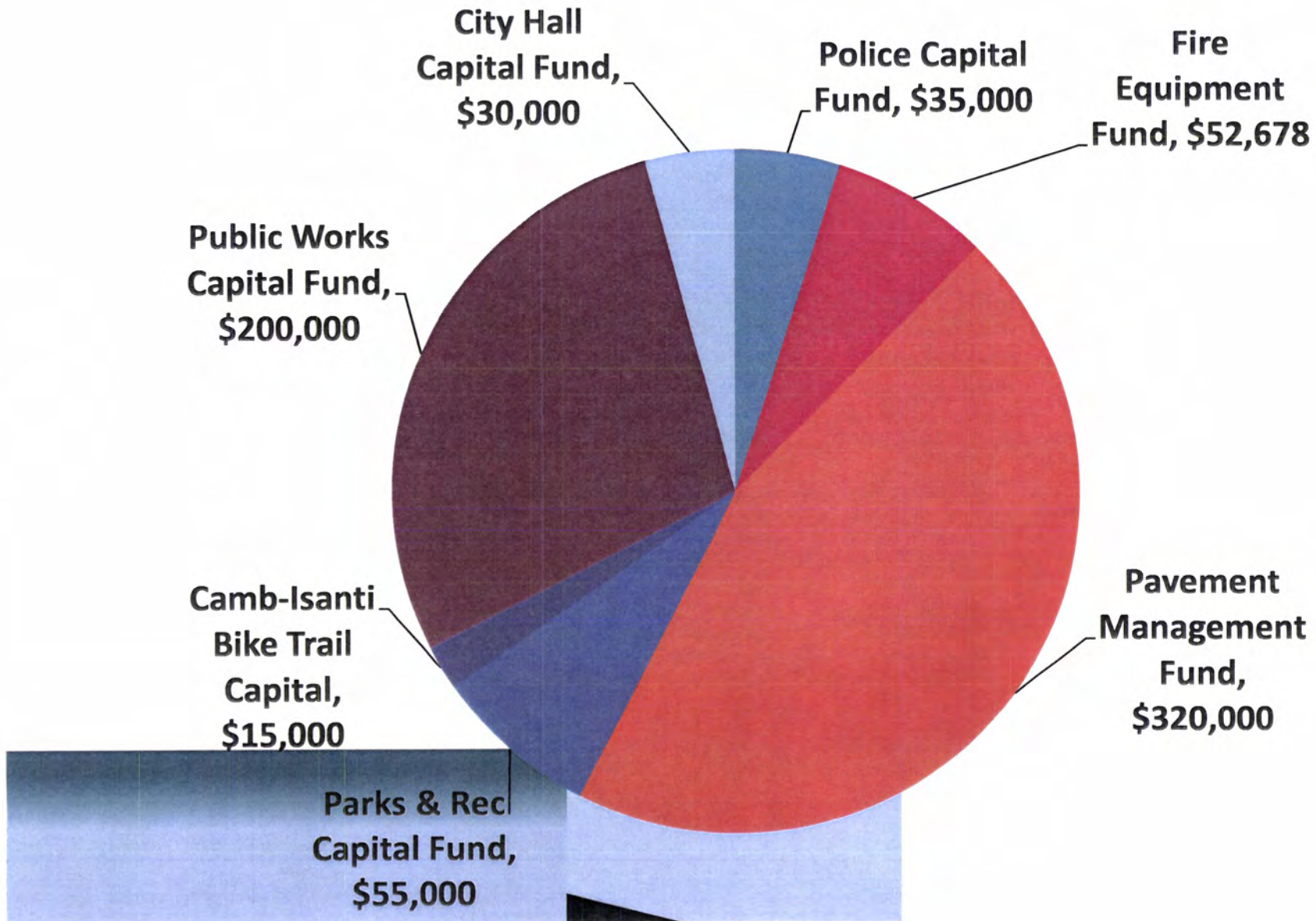
Proposed General Fund—Revenues & Transfers In 2016



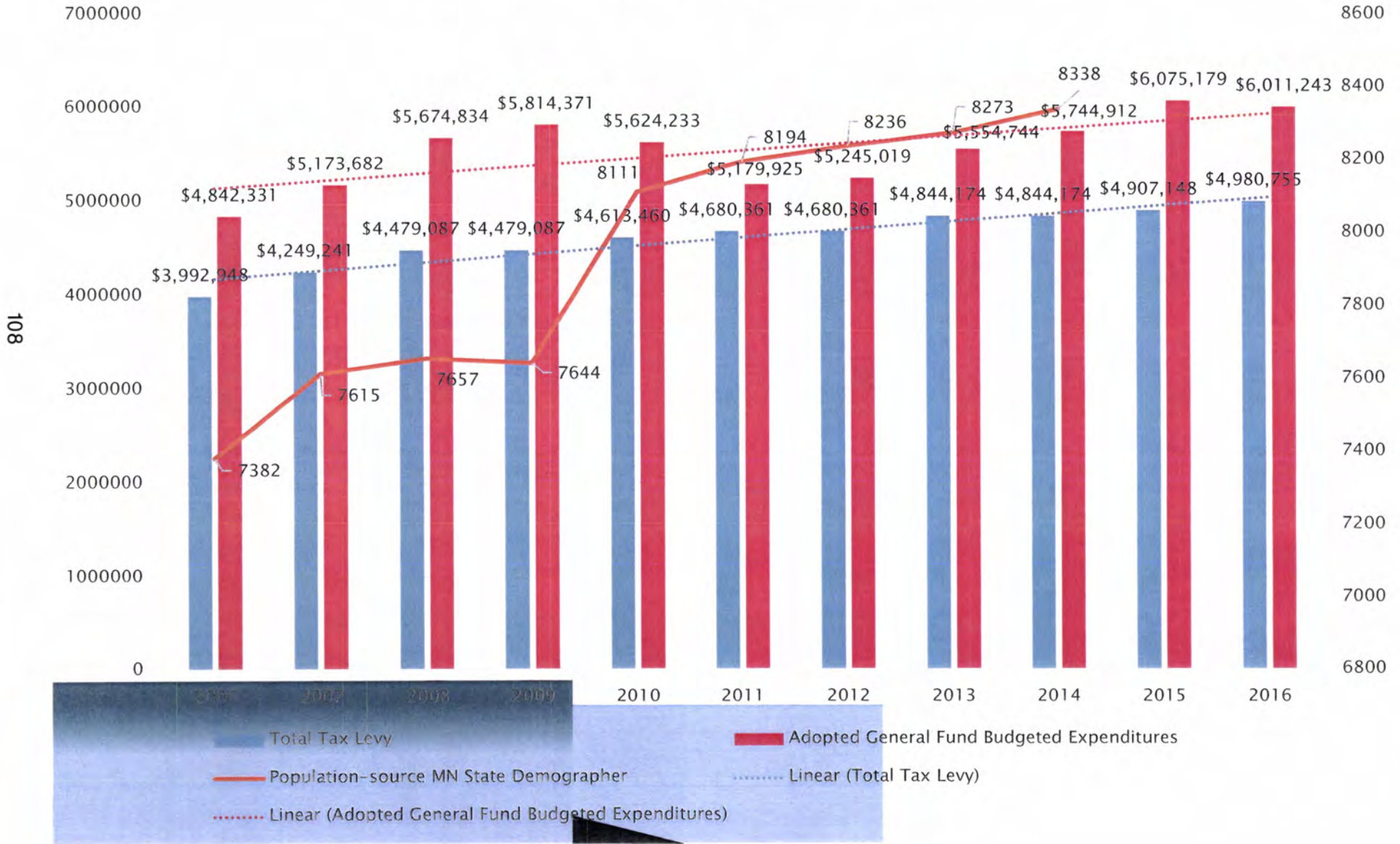
Proposed General Fund Expenditures for 2016



Proposed General Fund—Transfers Out 2016

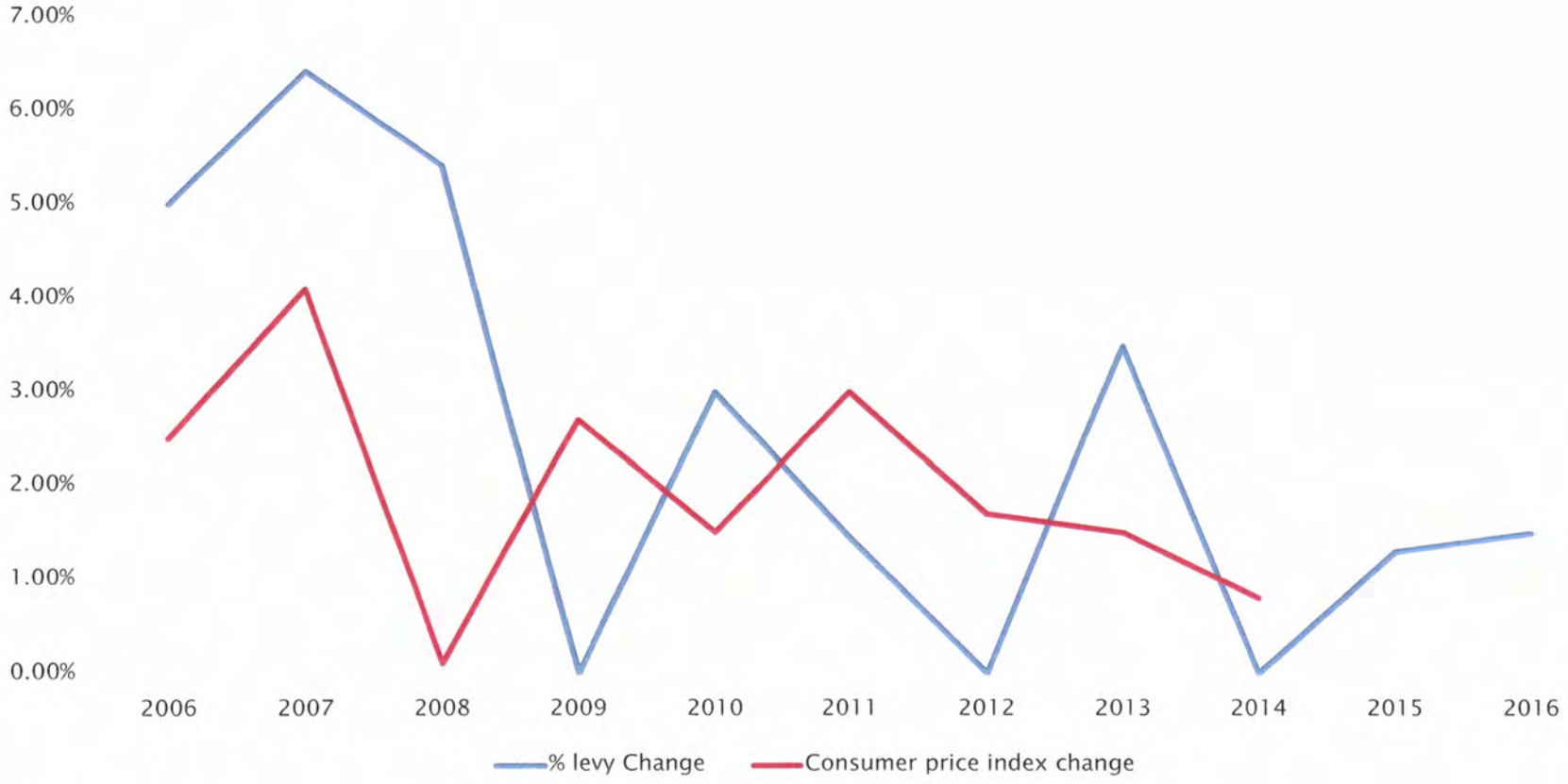


City of Cambridge Levy, Budget & Population Trends



Levy VS CPI

109



Other Budgeted Funds

- ▶ Airport—self sufficient, no tax levy
- ▶ EDA—mall operations and housing programs are self sufficient (i.e. no local tax levy)
- ▶ Debt Service Fund
- ▶ Capital Project Fund
 - Police Capital Fund
 - Public Works Capital Fund
 - City Hall Capital Fund
 - Park & Recreation Capital Fund



Dashboard Information

Bond
Rating
AA
Upgraded
2014



Debt Per Capita as of
12/31/14
\$4,028



Latest Independent Audit
Report 12/31/2014



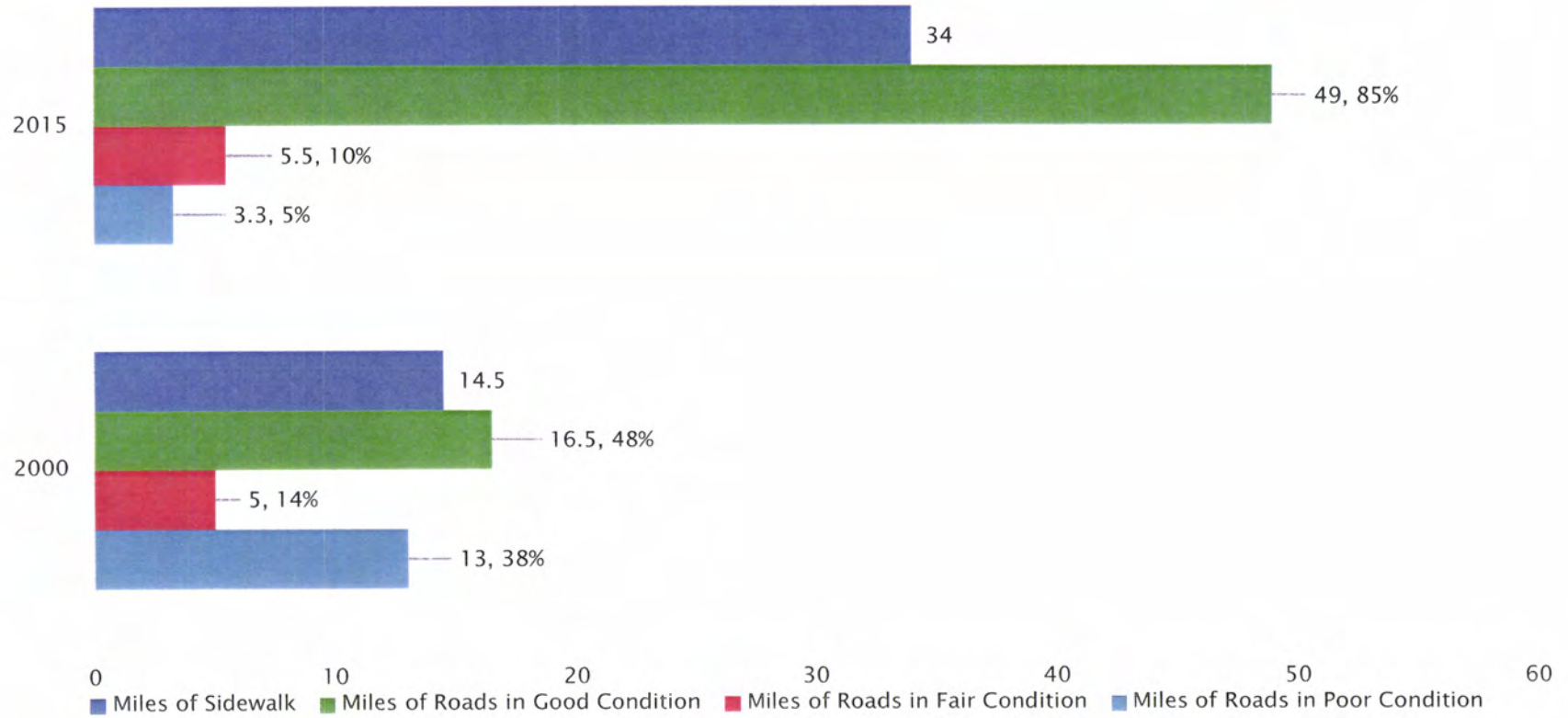
Reserves as of
12/31/14



Infrastructure



Infrastructure Improvements 2000 vs 2015



112



Prepared by: Marcia Westover

Background

The Planning Commission has reviewed and discussed the city's residential driveway widths. This consideration was due to Bob and Mary Sarault requesting a change as they were required to remove part of their driveway that did not meet the regulations and they need to park their recreational vehicle on their property. Currently, driveways must be maintained at a 22' width from the curb to the right-of-way line (property line). The Commission questioned if the width could start to angle before the property line. The Commission asked staff to take a look at what other cities have done for their driveway widths and setbacks in the right-of-way.

Staff reached out to the cities of Isanti, Blaine, East Bethel, North Branch, and Lino Lakes. All of these cities require the driveway width to be maintained from curb to right-of-way line (property line). The driveway can angle once it hits the property line. I have attached copies of the information from these cities for your review. However, each city has differing driveway widths depending on the needs of their community.

The Commission discussed the driveway widths during the course of two meetings and ultimately recommended amending the width to 28 feet, and maintaining the width from the curb all the way to the property line.

In other consideration, staff recommends adding language in the code to address second driveways. Staff is requesting to add the language as follows:

A second driveway may only be allowed on corner lots. The location of the 2nd driveway should be located the maximum distance from street intersections and is subject to the City Engineer's review and approval. A 2nd driveway may only be allowed where needed for access to an accessory structure; a 2nd driveway is not allowed for parking purposes only. All driveways shall have an impervious surface and are limited to the 22' 28' width requirement in accordance with this chapter.

In addition, other language has been amended in Title XV Land Usage in an effort to clarify language. Section 156.081 Garage Requirements has been moved in its entirety to Section 156.060 Off-street Parking Requirements in order to make the language easier to find and kept all together in one section. Language was amended regarding residential driveway permits, existing improved parking lots (for commercial type lots), and maneuvering lanes (for commercial type lots). All of these were amended in an effort to clarify some recent issues that have risen during plan reviews. Appendix A and Appendix C have been amended to reflect the 28' driveway width recommendation.

Planning Commission Action

The Planning Commission recommended amending the driveway width to 28' and recommended approving the other changes as noted in the draft ordinance.

City Council Action

Motion on the attached draft ordinance, as may be amended by Council, to approve the ordinance as presented.

Attachments

1. Planning Commission minutes
2. Other Cities driveway information
3. Escrow Information-Driveway Widths
4. Draft Ordinance (with changes to Appendix A and Appendix C)

PLANNING COMMISSION MEETING MINUTES

Wednesday, November 4, 2015

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

Members Present: Jim Godfrey, Joe Morin, Chad Struss, Shirley Basta, and Robert Nelson

Members Absent: John Klossner and Bob Erickson (Excused)

Staff Present: Marcia Westover, City Planner

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

Items 5A and 5B under New Business were tabled to the December 1, 2015 Planning Commission Meeting. Morin moved, seconded by Struss to approve the agenda as amended. The motion carried 5/0.

APPROVAL OF MINUTES

October 6, 2015 Regular Meeting Minutes

Morin moved, seconded by Struss to approve the October 6, 2015 meeting minutes as presented. Motion carried 5/0.

PUBLIC COMMENT

Godfrey opened the public comment period at 7:01 pm and without comments, closed the public comment period at 7:02 pm.

NEW BUSINESS

Zoning Amendment, Driveways and Parking Areas

Westover stated this item was tabled from the October 6, 2015 Planning Commission meeting. Westover stated staff was to bring back a recommendation for easing the distance from the road for driveway widths and for consideration of a 24' wide driveway. Westover said it was suggested the City allow the driveway to angle 10' back from the

curb rather than to the property line. Westover explained currently, driveways must be maintained at 22 feet wide from the curb to the property line.

Westover stated last month, a suggestion was made to not continue the 22' all the way to the property line and possibly go from the curb 10' back to allow people to start to angle prior to the property line. Westover stated the Commission asked staff to take a look at what other cities have done for their driveway widths. Westover stated staff contacted the cities of Isanti, Blaine, East Bethel, North Branch, and Lino Lakes and all these cities require the driveway width to be maintained from curb to property line. Westover concluded there are no other cities she looked at that vary from this. Westover explained the driveway can angle once it hits the property line; however, each city has differing driveway widths depending on the needs of their community. Westover noted this is not a one size fits all requirement for all cities.

Westover stated staff's recommendation would be to not make any changes to the right-of-way because it would muddle the City ordinances and changing requirements on a case-by-case basis is confusing to Commissioners, City staff and Cambridge residents. Westover said the Commission can make a recommendation on the driveway width to best meet the needs of the City and this would be brought to the City Council for approval.

Westover stated in another consideration, staff recommends adding language in the code to address second driveways. Westover reviewed the language change that was included in the staff report.

Westover stated staff finds it reasonable to require the standards proposed as driveways are required to be impervious and should lead to a structure. Westover further explained if a driveway is constructed with no accessory structure, it would be considered a parking lot. Westover explained parking lots are not typical of single family residential homes and, while parking pads are allowed, they typically do not have access to the street. Westover stated it is staff's recommendation to only allow driveways that lead to a structure.

Westover reviewed the additional proposed language amendments in Title XV Land Usage in Sections 156.081 and 156.060 and Appendix's A and C in an effort to clarify language.

Commissioners discussed the proposed changes to the plan in Appendix C and recommended changes for staff to make.

Godfrey believes the 28' width is more appropriate for what is being built now in the City with the extra stalls off to the side of the houses. Nelson questioned why the City wouldn't go with 30' or 32' as some of our closest neighbors do, like the cities of Isanti and North Branch.

Godfrey stated some of the lot lengths are not much more than 60' or 66' which would be almost half of the length of the house. Nelson added homeowners are still limited by 30% lot coverage and side setbacks.

Westover stated Godfrey has a good point; some of the lots in the City are narrow. Westover added the City Engineer's recommendation is 16' which is typical for one car to gain access when thinking of snow stacking, parking and clarity.

Godfrey voiced concerns regarding the angle of the driveway and how currently, the language can create a zigzag effect and by allowing wider driveways, this could remedy this issue.

Commissioners discussed driveway widths, parking surfaces, parking pads, snowplowing, curb cuts, home based businesses, etc.

Westover reported staff is trying to avoid a second driveway being allowed when no building present which then becomes a property maintenance issue since it will be used for storing items.

Struss asked if the City has received a lot of complaints about the width of driveways. Westover stated there have not been a lot of complaints and most of these kinds of issues arise because an inquiry is not made with the City regarding the requirements before the driveway is installed and it is done incorrectly. Struss expressed his concern once again about changing the rules now because a couple of people have made the request and then in a few months, changing it again due to a request from a few more people. Struss suggested waiting until the Comprehensive Plan is completed in 2016 before making changes of this kind.

Godfrey moved, seconded by Morin to recommend Council approve the draft ordinance amending the driveway width to 28'.

Struss voiced concern regarding making an ordinance change based on what one or two people want rather than what is best for the City as a whole. Struss said he isn't opposed to changing the driveway width, but the Commission keeps revisiting this issue and others every time someone wants a change.

Basta agreed with Struss, stating it seems like the Commission is reacting to a couple of complaints. Basta added these issues come back time and time again to the Commission and all the issues should be looked at as a whole.

Upon call of the roll, Nelson, Godfrey, Morin, and Basta voted aye; Struss voted nay. Motion carried 4/1.

OTHER BUSINESS / MISCELLANEOUS

City Council Update

Westover updated the Commission on the previous City Council meetings.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the last Parks, Trails, and Recreation Commission meeting.

ADJOURNMENT

Morin moved, seconded by Struss, to adjourn the meeting at 7:55 pm. The motion carried 5/0.

Jim Godfrey
Cambridge Planning Commission Chair

ATTEST:

Marcia Westover
City Planner

PLANNING COMMISSION MEETING MINUTES

Tuesday, October 6, 2015

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

Members Present: Jim Godfrey, John Klossner, Joe Morin, Chad Struss, and Bob Erickson

Members Absent: Robert Nelson and Shirley Basta

Staff Present: Marcia Westover, City Planner

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

Morin moved, seconded by Klossner to approve the agenda as presented. The motion carried 5/0.

APPROVAL OF MINUTES

September 1, 2015 Regular Meeting Minutes

Struss moved, seconded by Erickson to approve the September 1, 2015 meeting minutes as presented. Motion carried 5/0.

PUBLIC COMMENT

Godfrey opened the public comment period at 7:02 pm and without comments, closed the public comment period at 7:03 pm.

NEW BUSINESS

Driveway Width Discussion – Bob & Mary Sarault

Westover stated Bob and Mary Sarault of 695 Elin's Lake Road SE have requested to be on the agenda to discuss their driveway issue as they recently built a home and were required to remove part of their driveway in order to meet the City's requirements.

Westover went on to explain the City requires driveways to be no more than 22' wide in the right-of-way and the curb cut all the way to the property line needs to be no more

than 22' wide. Westover stated once the driveway hits the property line, then it can angle off to accommodate a 3rd stall garage or an additional parking pad on the side. Westover said in the Sarault's case, the driveway angled off prior to the property line and was wider than 22' in the right-of-way.

Westover stated the Saraults have a recreational vehicle (RV) they want to keep on their property and the original driveway that was poured was able to accommodate their RV. Westover stated, now that the driveway has been cut to accommodate the 22' width requirement, they are unable to park their RV without tearing up their sod.

Westover explained when staff reviews the survey prior to issuing a building permit, a note is attached to the survey in red writing stating the requirements for driveways. Westover said it is up to the builder to assure the requirements of the City are met; however, in this case, the builder/asphalt company did not build the driveway to meet the City's requirements. Westover stated we assume there was a miscommunication during the process because had the driveway been built to the 22' requirement, the RV would likely still have trouble gaining access to its parking space.

Westover stated the reason the City established a curb cut and driveway width requirement is for snow stacking purposes and for off street parking establishment. Westover explained a clear defined driveway with space in the boulevard is less confusing for motorists and if property owners were allowed extra wide driveways, there would be no room for snowplows to push and store snow and it would create confusion for visitors parking on the street. Westover stated limitations in right-of-ways are standard practice for all cities.

Westover stated last November, staff researched other cities for their escrow process for landscaping, grading, and driveways. Westover stated the information shows driveway width requirements and referred to the attachment to the report. Westover explained several cities allow a 24' wide driveway and staff finds that a 24' driveway width is acceptable. Westover stated if the Commission chooses, the following amendment can be made to Ordinance 621, Title XV: Land Usage, Chapter 156 Zoning:

(5) Driveway required. All garages that are attached to the principal structure shall have an impervious surface driveway in front of the garage leading to the street. The maximum width of the driveway shall be 22' 24' feet and shall be maintained for its full width from the curb through the boulevard (right of way) to the property line. The driveway width shall be measured perpendicular to the property line that is parallel to the street. See appendix C for details.

Westover stated no formal action was needed for this discussion item. Westover stated the Commission can discuss driveway widths and can approve a driveway width amendment with the public hearing for Item 5B on the agenda. Westover said staff has prepared the ordinance amendment with the 24' driveway width language, but that can be changed according to the recommendation of the Commission.

Godfrey asked the Commission for any discussion or questions. Godfrey stated he had visited the Sarault's property and suggested the width of the driveway is not the primary concern but the ability to angle earlier than 14' away from the curb and asked if there is some way this can be addressed or if staff could look at what other cities have done.

Westover stated she believes approximately 14' (which is the approximate setback from curb to property line) is standard for driveways and noted she looked at a couple of different examples from cities on their driveway details and these showed all the way to the property line. Westover stated her research did not include addressing the possibility of angling the driveway sooner than the standard approximate 14'.

Godfrey was wondering if there is another solution by perhaps changing the setback; however, he questioned whether this would pose interesting zoning dilemmas in other places in the City. Westover stated it would be on a case by case basis, based on the situation. Klossner stated if we start changing the setback without knowing what is beneath the ground, this might cause other issues to surface. Westover stated that driveways are usually just flattening out the surface and do not require digging down deep where underground utilities are located.

Godfrey moved, seconded by Klossner for staff to bring back a recommendation on the ordinance change for an easing of the distance for the setback and the 24' wide driveway at the November meeting. Motion carried 4/1 with Morin voting nay.

Public Hearing – Zoning Amendment, Driveways and Parking Areas

Westover stated staff has recently had a request for a second driveway on a corner lot. Westover pointed out that currently there is not any language in the code that addresses second driveways so we are requesting to add the language as follows:

A second driveway may only be allowed on corner lots. The location of the 2nd driveway should be located the maximum distance from street intersections and is subject to the City Engineer's review and approval. A 2nd driveway may only be allowed where needed for access to an accessory structure; a 2nd driveway is not allowed for parking purposes only. All driveways shall have an impervious surface and are limited to the 22' 24' width requirement in accordance with this chapter.

Westover stated staff finds it reasonable to require the standards proposed above as driveways are required to be impervious and should lead to a structure. Westover added if a driveway is constructed with no accessory structure, it would be considered a parking lot and parking lots are not typical of single family residential homes. Westover

stated while parking pads are allowed, they typically do not have access to the street. Westover stated it is staff's recommendation to only allow driveways that lead to a structure.

Westover stated the person currently requesting the second driveway would like it to be a temporary class 5 driveway with no accessory structure at this time. Westover said they are requesting this temporary situation in order to clean out some trees and tree debris in the wooded area of the lot because they cannot access the wooded area of their property due to septic system and principal structure placement. Westover said they would eventually pave the driveway and install an accessory structure (possibly in three years) so they would like to request a variance. Westover stated she had them hold off on the variance request until Council and the Planning Commission made a determination on the parking surface issue. Westover stated Council has since revisited that issue and the parking surface remains impervious at this time. Westover said she is asking the Commission if it would be reasonable to have the property owner request a variance for this request if the above language is adopted and stated a time limit for the temporary gravel driveway with no accessory structure could be established at the time of variance approval.

Westover reviewed the amendments that were included in the staff report.

Godfrey asked the Commissioners for any discussion before opening this up to the public. Godfrey stated he believed this discussion should be tabled to the November meeting since there are other changes being made and all of these changes could be made at one time.

Klossner inquired whether the City Council advised staff to table the other driveway issue, until the Comprehensive Plan is done. Westover stated Council voted to not change anything at this time because the Comprehensive Plan will be done in 2016. Westover stated this is at least a year-long process if not longer.

Klossner expressed his concern with constantly changing things and questioned how City staff can be asked to enforce codes that are constantly changing, to respond to the citizens who have followed the direction given and, once the code has changed, they don't need to meet those requirements. Klossner pointed out City codes are supposed to be uniform, fairly regular, so the City can enforce it. Klossner suggested tabling this issue and not acting on it until at least November 2015, if not longer, until the Commission can get an idea of what the driveway widths are going to be going forward.

Erickson stated it seems odd the Commission is thinking about allowing a temporary gravel driveway that is very visible and not allowing a gravel pad next to a house that maybe no one sees; it seems like a contradiction.

Westover added this homeowner with the request has talked to an attorney who advised them to apply to the City for a variance and that it is every person's right to apply for a variance. Westover advised the Commission this homeowner may appear

before them if they decide to apply for and pay for the variance. Westover asked Commission for their direction and suggested if she talks to the homeowner prior to them coming in and going through the process for obtaining a variance, this may save time in not having them appear before the Commission.

Westover confirmed variances are not common and only a couple have been applied for throughout her tenure.

Godfrey opened the public hearing period at 7:26 pm.

Bob Sarault of 695 Elin's Lake Road SE stated he has a 30' 5th row camper (RV) but pointed out that a neighbor down the street has a 35' camper (RV). Mr. Sarault stated that vehicles are getting bigger and will continue to get bigger. Mr. Sarault expressed his frustration with having to cut out a piece of his driveway due to the present driveway width requirements.

Mary Sarault of 695 Elin's Lake Road SE stated she understands the Commission waiting to make any changes now until the City Council reviews the rules and codes and make changes all at the same time next year; however, this leaves new home builders like them in limbo. Mrs. Sarault stated it may be advantageous to look at reviewing the codes that were approved when most people had only a one car garage stall years ago. Mrs. Sarault said many people park on the grass in their neighborhood. Mrs. Sarault stated they thought they were following the rules by proactively putting a blacktop pad to park their RV on for half of the year but instead they feel like they are just being written off. Mrs. Sarault shared her frustration with having a part of their driveway removed which does not allow them to angle their RV into the parking space they had planned on parking on.

Godfrey closed the public hearing period at 7:31 pm.

Morin stated he believes this ordinance is a good effort to make the codes easier to understand and easier for staff to enforce rather than a policy shift. Morin stated this is a nice cleanup of language. Morin also stated that on behalf of Council a variance for a temporary gravel driveway would not be favorable.

Erickson asked for clarification in the timeframe for dealing with the driveway angling issue, as to whether this will be reviewed at the November 2015 meeting and not waiting a whole year to address this issue.

Godfrey stated the motion from the last item was to table it until the November meeting. Godfrey added since we have directed staff to come back with a draft ordinance in November, his recommendation is that we also table this discussion until the November meeting so we can do all of this at one time. Erickson agreed with that recommendation.

Erickson moved, seconded by Morin for staff to bring back a recommendation on the ordinance change for zoning amendment, driveways and parking areas and table this until the November meeting.

Struss stated, he agrees with Klossner and has concerns with relaxing the rules and tightening them back up when the Comprehensive Plan is reviewed next year. Struss continued saying the back and forth is concerning, especially when you talk to people around town, there is no clear majority or clear direction as to what people want. Struss stated he doesn't have a problem discussing this again in November but he does have the same long-term concerns.

Motion carried 5/0 to table this until the November meeting.

Scenic River Text Amendment

Westover stated the City of Cambridge is requesting an amendment to the Scenic Rum River ordinance to allow higher buildings, change the density tier allowances, amend the definitions, and clean up some inconsistencies throughout the chapter. Westover stated at the Public Hearing held on July 7, 2015, the Planning Commission tabled the Scenic Rum River text amendment item to October 6, 2015. Westover stated the developer has not yet submitted information and is still working on the project. Westover said staff is recommending this item is tabled to February 2, 2016; the Commission should first make a motion to remove this item from the table and vote; and then make another motion to table it to February 2, 2016 and vote.

Klossner moved, seconded by Struss to remove the Scenic River Text Amendment off the table from July 7, 2015. Motion carried 5/0.

Klossner moved, seconded by Morin to table the Scenic River Text Amendment until February 2, 2016. Motion carried 5/0.

OTHER BUSINESS / MISCELLANEOUS

City Council Update

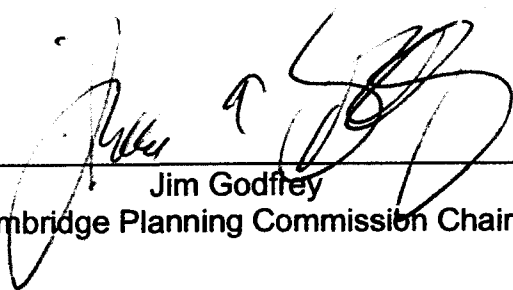
Westover updated the Commission on the previous City Council meetings.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the last Parks, Trails, and Recreation Commission meeting.

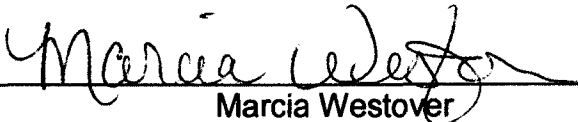
ADJOURNMENT

Erickson moved, seconded by Klossner, to adjourn the meeting at 7:40 pm. The motion carried 5/0.



Jim Godfrey
Cambridge Planning Commission Chair

ATTEST:



Marcia Westover
City Planner

Marcia Westover

From: Roxanne Achman <RAchman@cityofisanti.us>
Sent: Monday, October 26, 2015 9:15 AM
To: Marcia Westover
Subject: RE: Residential Driveway Width

Marcia,

Below is what Isanti has in code.

B. Driveway Requirements.

1. All driveways shall be surfaced with concrete, bituminous, asphalt, or driveway paver systems with a minimum thickness of 60 mm 2 3/8 inch with gaps not to exceed ¼ of an inch.
2. Driveways shall not be installed over curb stops or other utility service lines unless a written agreement authorizing such installation is entered into by the property owner and the City of Isanti. (Ord. No. 601)
3. Driveways shall be installed within one (1) year of building permit issuance, if due to climate weather conditions this is not feasible; an escrow amount is required to differ installation.
4. Maximum driveway width at the ROW 30 feet, On cul-de-sacs 50% of the lot frontage or 30 feet, whichever is less
Driveway and Parking Area Setback Five (5) feet from the side lot line in the absence of a drainage and utility easement

Thank You!

Roxanne Achman
Community Development Director
City of Isanti
110 – 1st Ave NW
P.O. Box 428
Isanti, MN 55040
Phone: (763)444-5512
Fax: (763)444-5560
rachman@cityofisanti.us

From: Marcia Westover [<mailto:MWestover@ci.cambridge.mn.us>]
Sent: Monday, October 26, 2015 9:10 AM
Subject: Residential Driveway Width

Good Morning,

I am wondering if your city has regulations for residential driveway widths. Specifically, what is the maximum width of the driveway and do you regulate the width through the boulevard all the way to the property line? Do you have a diagram showing the specifics of the driveway details?

Cambridge currently requires driveways to be constructed at a maximum 22' width. The width must be maintained at 22' wide from the curb all the way to the property line. Do you have similar regulations or can the driveway start to angle off prior to the property line? Our Planning Commission is reviewing driveway width's and I am gathering information from surrounding communities on this topic.

Marcia Westover

From: Kaye, Shawn <SKaye@ci.blaine.mn.us>
Sent: Monday, October 26, 2015 9:16 AM
To: Marcia Westover
Subject: RE: Residential Driveway Width

Marcia-

The following are the regulations for driveway widths:

All parking areas shall have vehicular access to it by a street or driveway, containing all-weather, hard-surfaced pavement. No driveway access across public property shall have a width exceeding twenty-four (24) feet for single family residential lots with less than 70' of frontage, thirty (30) feet for lots with 70 or more feet of frontage and multi-family developments, or thirty-six (36) feet for commercial/industrial, exclusive of curb returns. (Amended 10-19-89 Ord. No. 89-1163)

Parking or storage of vehicles shall be permitted in the front and corner side yard on paved driveways only. Total combined area of paved driveways shall not exceed forty-five percent (45%) of the combined areas of the front yard and corner side yard, except that in no case shall the width of a paved driveway beyond the public right-of-way, exceed thirty-six (36) feet, with the exception that a paved driveway may extend, into the front yard, a maximum of ten (10) feet beyond the width of a garage for a length of not to exceed twenty (20) feet from the front face of the garage. (Amended 10-20-05. Ord. 05-2062)

Shawn L. Kaye
Associate Planner

City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

Phone: 763.785.6183

From: Marcia Westover [<mailto:MWestover@ci.cambridge.mn.us>]
Sent: Monday, October 26, 2015 9:10 AM
Subject: Residential Driveway Width

Good Morning,

I am wondering if your city has regulations for residential driveway widths. Specifically, what is the maximum width of the driveway and do you regulate the width through the boulevard all the way to the property line? Do you have a diagram showing the specifics of the driveway details?

Cambridge currently requires driveways to be constructed at a maximum 22' width. The width must be maintained at 22' wide from the curb all the way to the property line. Do you have similar regulations or can the driveway start to angle off prior to the property line? Our Planning Commission is reviewing driveway width's and I am gathering information from surrounding communities on this topic.

Thank you for any information you can share!

Marcia Westover
City Planner
City of Cambridge

Marcia Westover

From: Nathan Sondrol <nathans@ci.north-branch.mn.us>
Sent: Monday, October 26, 2015 9:26 AM
To: Marcia Westover
Subject: Re: Residential Driveway Width
Attachments: Sec_66_862__Stall_aisle_and_driveway_design..docx

Hi Marcia,

The maximum driveway width allowed for residential driveways is 32' at the right-of-way line. We do not have a diagram.. It is basically regulated by max impervious after the property line. Driveways need to be 5' from a private property line and 40' from a street intersection.

I have attached the ordinance as well.

Let me know if you have any questions..

Nate Sondrol
GIS Planning Specialist
City of North Branch | PO Box 910 - 6408 Elm Street | North Branch, MN 55056
Office: 651-277-5226 | Cell: 651-497-0155 | nathans@ci.north-branch.mn.us
www.ci.north-branch.mn.us

On Mon, Oct 26, 2015 at 9:10 AM, Marcia Westover <MWestover@ci.cambridge.mn.us> wrote:

Good Morning,

I am wondering if your city has regulations for residential driveway widths. Specifically, what is the maximum width of the driveway and do you regulate the width through the boulevard all the way to the property line? Do you have a diagram showing the specifics of the driveway details?

Cambridge currently requires driveways to be constructed at a maximum 22' width. The width must be maintained at 22' wide from the curb all the way to the property line. Do you have similar regulations or can the driveway start to angle off prior to the property line? Our Planning Commission is reviewing driveway width's and I am gathering information from surrounding communities on this topic.

Thank you for any information you can share!

Marcia Westover

From: Colleen Winter <colleen.winter@ci.east-bethel.mn.us>
Sent: Monday, October 26, 2015 9:44 AM
To: Marcia Westover
Subject: RE: Residential Driveway Width

Good Morning Marcia

Hope you are doing well. Yes, we do implement regulations for driveway widths. Here is our driveway standards.

15. - Driveway access and standards.

A. *Access requirements.*

- 1) Properties in the R1 and R2 districts are allowed one access point from a public street.
- 2) Properties in the RR and A districts are allowed two access points from a public street; however, properties located on municipal state aid streets, major thoroughfares, and major streets are allowed one access point from a public street.

B. *Surface and drainage.*

- 1) Off-street parking areas and driveways in the R-1, R-2, B-1, B-2, B-3, I, and conditional uses in the RR districts shall be constructed of a bituminous or concrete surface.
- 2) In all residential zoning districts, driveways located on an improved street require a bituminous or concrete driveway extending from the street a minimum of 75 feet or to the garage apron, whichever is less. Driveway width shall be a minimum of 12 feet wide and cannot exceed 24 feet in width at the right-of-way. A turn-around, located entirely on a residential lot, will be required for driveways that directly access a street with a posted speed limit greater than 45 miles per hour.
- 3) Parking spaces for heavy equipment that would damage bituminous or concrete surfaces are exempt from the paving requirement.
- 4) In all residential districts, driveways created on an unimproved street after the adoption of [ordinance 28, second series, adopted Dec. 21, 2010] are required to meet the paving requirements of this section no later than one year after subsequent improvements of the street are completed, with either a bituminous and/or concrete surface.

Please let me know if you need anything else. Have a great day Marcia.

Colleen J Winter

Community Development Director

City of East Bethel

Direct: 763-367-7855

Cell: 763-286-9657

colleen.winter@ci.east-bethel.mn.us

From: Marcia Westover [<mailto:MWestover@ci.cambridge.mn.us>]
Sent: Monday, October 26, 2015 9:10 AM
Subject: Residential Driveway Width

Good Morning,

I am wondering if your city has regulations for residential driveway widths. Specifically, what is the maximum width of the driveway and do you regulate the width through the boulevard all the way to the property line? Do you have a diagram showing the specifics of the driveway details? We do regulate driveway widths. Minimum is 12 feet and maximum is 24 feet. I do not have a diagram showing specifications

East Bethel's comments

Cambridge currently requires driveways to be constructed at a maximum 22' width. The width must be maintained at 22' wide from the curb all the way to the property line. Do you have similar regulations or can the driveway start to

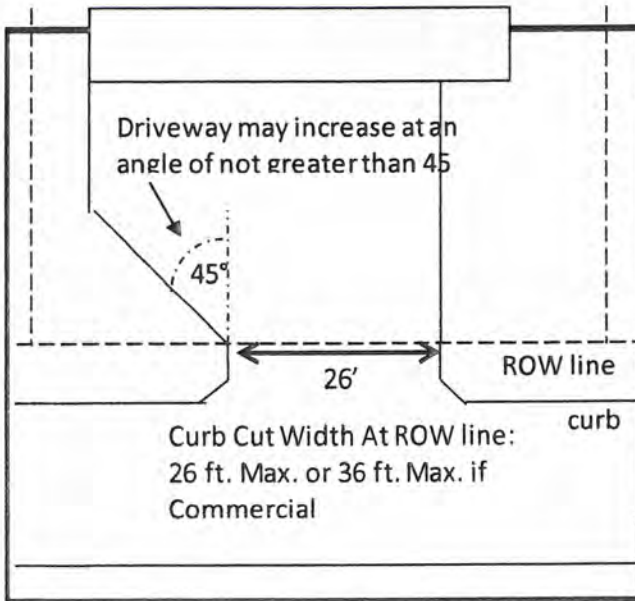
Marcia Westover

From: Keith Dahl <keith.dahl@ci.lino-lakes.mn.us>
Sent: Monday, October 26, 2015 10:58 AM
To: Marcia Westover
Subject: Residential Driveway Width

Good Morning,

Our City does regulate residential driveway widths, while maintaining the same maximum width between the property line and the street. For your convenience, the code that specifically regulates residential driveway widths is found below:

Curb Cut/Driveway Width. No curb cut shall exceed twenty-six (26) feet in width within a residential zoning district, or thirty-six (36) feet in width if the property is in a commercial, industrial, or public/semi-public zoning district, as measured at the street right-of-way line unless approved by the City Engineer. The driveway associated with such curb cut may increase in width at an angle not greater than forty-five (45) degrees.



If you have any further questions, please feel free to contact me directly.

Thanks,

Keith M. Dahl
Community Development Intern
City of Lino Lakes
600 Town Center Pkwy
Lino Lakes, MN 55014-1182
651-982-2443
keith.dahl@ci.lino-lakes.mn.us

(Escrow Information)

Driveway Widths ↓

City	Landscape/Sod/Seed	Driveway	As-built/Grading	Top Soil	Trees	Driveway Width (feet)	Driveway Permits
Otsego	\$ 2,000	\$ 2,000				30	No
New Brighton	City Determines	City Determines				24	Yes
Blaine	\$ 1,750	\$ 1,500	\$ 2,000	\$ 750	\$ 300	DNA	No
Ramsey	\$ 2,500	\$ 2,000	\$ 1,500	\$ 2,500		30	Yes
Vadnais Heights	150%	150%	150%	150%	150%	24	Yes
Hastings	Letter of Credit	Letter of Credit				30	Yes
New Prague	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500		24	No
Hutchinson							Yes
Zimmerman						22	Yes
Mound	\$5,000 collected w/permit					24	No
Chanhassen	\$ 750		\$ 2,500	\$ 1,500		24	Yes
Lakeville	\$2,000 collected w/permit					28	Yes
Anoka	\$2,000 collected w/permit					Width of Garage + 4' whichever is less	Yes
Farmington	\$2,000 collected w/permit					30	Yes (curb breaking)
Owatonna	\$5,000 covers everything						Yes
Roseville						26	Yes
Princeton	\$2,000	\$2,000				0	No
North Branch	\$2,500 for temp c/o					32	Yes
Isanti	\$6,000 (trees, dirt, sod)	\$2,000				30	No

NOV. 2014

Ordinance 621

Amending Title XV Land Usage, Chapter 156, Zoning

NOW THEREFORE BE IT RESOLVED that the City of Cambridge does hereby ordain the following amendment to Title XV Land Usage, Chapter 156, Zoning: with an amendment to the Table of Contents; amendment to Section 156.060 Off Street Parking Requirements; an amendment to Section 156.081 Garage Requirements; and an amendment to Appendix A and Appendix C;

CHAPTER 156: ZONING

Section	Page
<i>Special Regulations</i>	
156.060 Off-street parking requirements, design, spaces, surface requirements, <u>garages</u>	199
156.081 Garage requirements <u>{Reserved}</u>	251

§ 156.060 OFF-STREET PARKING REQUIREMENTS.

(C) *Permits and improvement guarantees required.*

(1) *Permits.* ~~Building p~~Permits shall be required for parking lot construction in all districts except for one and two family residences. All new residential driveways and adjustments to existing driveways at the curb and in the right-of-way are required to obtain a permit.

(J)

(7) *Existing business.*

(c) Existing improved (asphalt or concrete) parking lots that are resurfaced with the same material may be required to install curb and gutter around and within the lot. This will be determined by the City Engineer and the Zoning Administrator after reviewing drainage, traffic operations, safety, and other site conditions.

(K) *Off-street parking design and construction standards.*

(3) *Maneuvering lanes.* All maneuvering lanes shall permit only one way traffic movements with the exception of the 90 degree pattern where two way traffic may be permitted. Each parking space shall have direct unimpeded access to a maneuvering lane and dead end maneuvering lanes shall only be permitted with two way 90 degree pattern in parking bays with fewer than ten spaces, unless a turnaround is provided as approved by the Zoning Administrator. Maneuvering lanes through parking lots must be designed with minimal access to the public street. A

maximum of two entrances per lot is preferred. Maneuvering lanes are subject to City Engineer and Zoning Administrator review and approval.

(L) Garage and Driveway Requirements.

(1) General statement. Garages shall be required for the construction, conversion (of non-residential structures to residential use) or placement of any residence, except for dwellings in manufactured home complexes and dwelling units not on ground floor in the business districts. No required garage shall be converted to another use.

(2) Minimum size. The minimum size of garages for single family residences and two family residences shall be 400 sq. ft. per unit. Multiple family residences shall have a garage of not less than 200 sq. ft. for each unit. See also the maximum size limitations for accessory structures set forth in § 156.080(A)(6).

(3) Minimum number. For one and two-family dwellings, one garage per dwelling unit shall be required. For multi-family buildings, a minimum of one required off-street parking space per dwelling unit shall be housed in a garage. Senior residential multiple dwelling parking as required by this chapter shall be housed in a garage.

(4) Design standards. All garages shall be subject to accessory building requirements set forth in § 156.080.

(5) Driveway required. All garages that are attached to the principal structure shall have an impervious surface driveway in front of the garage leading to the street. The maximum width of the driveway shall be 22 28' feet and shall be maintained for its full width from the curb through the boulevard (right of way) to the property line. The driveway width shall be measured perpendicular to the property line that is parallel to the street. See appendix C for details.

(6) 2nd Driveway. A second driveway may only be allowed on corner lots. The location of the 2nd driveway should be located the maximum distance from street intersections and is subject to the City Engineer's review and approval. A 2nd driveway may only be allowed where needed for access to an accessory structure; a 2nd driveway is not allowed for parking purposes only. All driveways shall have an impervious surface and are limited to the-28' width requirement in accordance with this chapter.

(7) All driveways shall be setback at least 5' from property lines in the absence of drainage and utility easements. If easements are present, driveways should not encroach into the easement.

(L-M) Parking spaces required. The minimum number of off-street parking spaces by type of use shall be required in accordance with the following schedule:

§ 156.081 GARAGE REQUIREMENTS.

~~(A) — General statement. Garages shall be required for the construction, conversion (of non-residential structures to residential use) or placement of any residence, except for dwellings in manufactured home complexes and dwelling units not on ground floor in the business districts. No required garage shall be converted to another use.~~

~~(B) — Minimum size. The minimum size of garages for single family residences and two family residences shall be 400 sq. ft. per unit. Multiple family residences shall have a garage of not less than 200 sq. ft. for each unit. See also the maximum size limitations for accessory structures set forth in § 156.080(A)(6).~~

~~(C) — Minimum number. For one and two family dwellings, one garage per dwelling unit shall be required. For multi family buildings, a minimum of one required off-street parking space per dwelling unit shall be housed in a garage. Senior residential multiple dwelling parking as required by this chapter shall be housed in a garage.~~

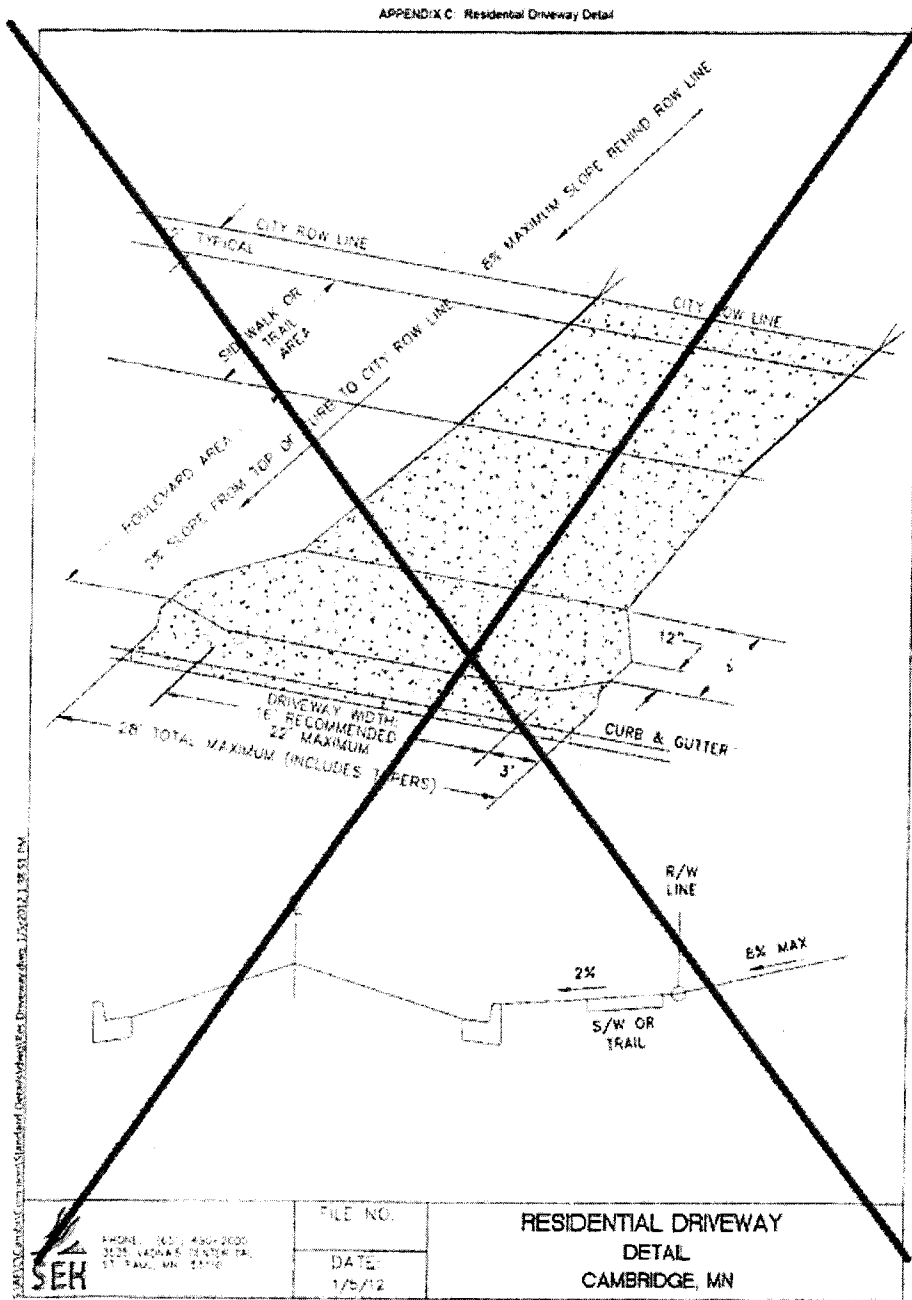
~~(D) — Design standards. All garages shall be subject to accessory building requirements set forth in § 156.080.~~

~~(E) — Driveway required. All garages that are attached to the principal structure shall have an impervious surface driveway in front of the garage leading to the street. The maximum width of the driveway shall be 22 feet and shall be maintained for its full width from the curb through the boulevard (right of way) to the property line. The driveway width shall be measured perpendicular to the property line that is parallel to the street. See appendix C for details.~~

APPENDIX A: PARKING AND DRIVEWAY LAYOUT REQUIRED MINIMUM DIMENSIONS (IN FEET) FOR 9-FT STALLS AT VARIOUS ANGLES

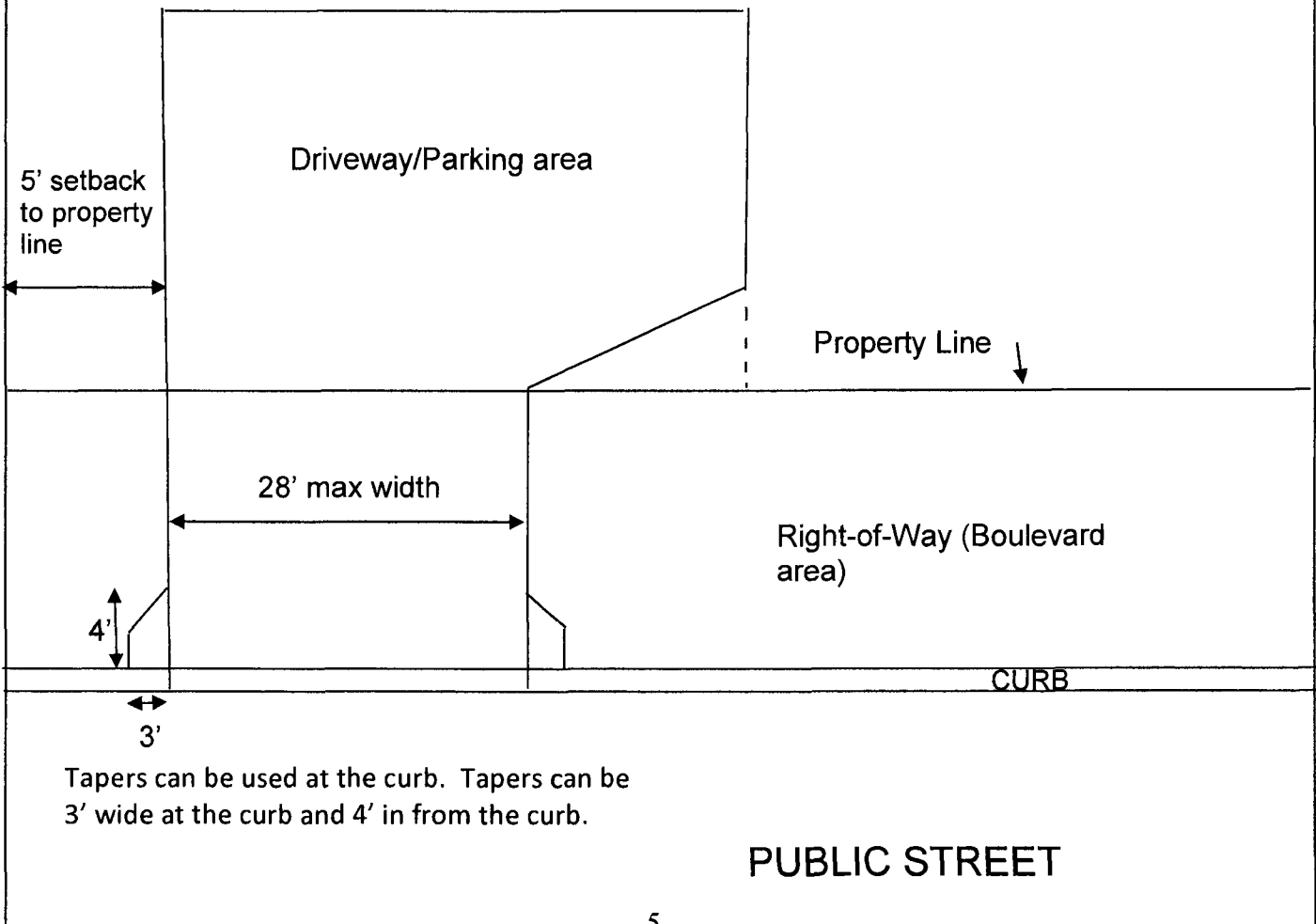
Curb cut width		Residential and growth area districts: 22 28 feet maximum. All nonresidential and non-growth area districts: 40 feet maximum
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Remove and replace Appendix C, Residential Driveway Detail, in its entirety with the following Appendix C:



Residential Driveway Detail

NOTE: A 2% slope is required from top of curb to property line. A maximum 8% slope is allowed from property line to structure.



All other sections and subsections of this Chapter shall remain as written and previously adopted by the City Council. This ordinance shall become effective upon publication.

Adopted by the Cambridge City Council this 7th day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: December 16, 2015

Summary Publication

The City Council of the City of Cambridge adopted Ordinance 621 amending Title XV Land Usage, Chapter 156, Zoning; including the Table of Contents; Section 156.060 Off-Street Parking Requirements; Section 156.081 Garage Requirements; and an amendment to Appendix A and Appendix C. The amendment adds language for 2nd driveways on corner lots, increases residential driveway width's to 28', moves the garage requirements section, and clarifies some additional language for parking lots and driveway permits. The complete ordinance is available for public inspection at the office of the City Administrator, 300-3rd Ave. NE, Cambridge, Minnesota.

Adopted this 7th day of December, 2015

Date of Publication: December 16, 2015

ATTEST:

Lynda J. Woulfe, City Administrator

Item #7B City Council

Swing Set at Water Tower Park (Go Fund Me page)

December 7, 2015

Prepared by: Marcia Westover

BACKGROUND

The Parks, Trails, and Recreation Commission would like to try and receive donations for the swing set at Water Tower Park. They suggested having a donation area on the city's website. Staff would like to suggest setting up a Go Fund Me page for this. The Go Fund Me page can be easily shared on the city's website and other social media.

We may have an interested party to donate the woodchips already. If that is the case, we only need the swing set and the curbing. The total estimated costs for this project are as follows:

Swing Set \$1,350

Curbing \$1,000

Wood chips \$450

Total \$2,800

CITY COUNCIL ACTION

Approve staff to set up a Go Fund Me page to share on social media to request donations for a swing set at Water Tower park.

ATTACHMENTS

Parks, Trails, and Recreation Commission Minutes

**PARKS, TRAILS, AND RECREATION COMMISSION
MEETING MINUTES
Tuesday, November 10, 2015**

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 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chair Kelli Klossner, Mark Ziebarth, Thea Lowman, Lind “Duke” Weisbrod (arrived at 7:07 pm), Lisa Iverson (Council Representative), and Michael Larson, Youth Representative

Members Absent: Barry Wendorf (excused) and Jennifer Fuhol (excused)

Others Present: Marcia Westover, City Planner

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Klossner called the meeting to order at 7:01 pm and led the Commission in the Pledge of Allegiance.

APPROVAL OF AGENDA

Ziebarth moved, seconded by Klossner, to approve the agenda as presented. Motion carried 5/0.

APPROVAL OF MINUTES

Iverson moved, seconded by Ziebarth to approve the September 9, 2015 Parks and Recreation Commission meeting minutes. Motion carried 5/0.

NEW BUSINESS

Rotary Donation

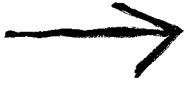
Representatives from the Cambridge-Isanti Rotary donated a check in the amount of \$15,000 for improvements in Cambridge City Park. The Commission thanked the Rotary for their generous donation.

Pickleball Update

Dick Welch and Gary Palmquist updated the Commission on the progress of pickleball in the City of Cambridge. Welch and Palmquist thanked the Commission for the City's help in the success of pickleball in the Cambridge area, including painting lines for two courts in Pioneer Park, providing a storage box for equipment, maintaining key checkout for use of equipment, portable bathrooms and picnic tables. Welch summarized how the interest and increase in players have grown in the last six months with currently more than 25 active players. Welch said they plan to offer lessons through the Community Education Class offerings.

Palmquist and Welch requested up to six new dedicated pickleball courts in one location in the Cambridge area. Welch explained they would like to offer volunteer labor, assistance in planning and building courts, offer a donation of \$5,000 as well as helping raise additional funds for dedicated pickleball courts.

The Commission members thanked Palmquist and Welch for volunteering their own time and financial resources to raising awareness of pickleball in the Cambridge area. The Commission discussed their desire to continue to look for ways to add pickleball courts so more people of all ages could benefit from living a more active lifestyle.



Water Tower Park Donation Discussion

Westover asked for discussion regarding the idea of asking for donations for a swing set for Water Tower Park. At the last meeting, the Commission requested that staff put information on the City Website to see if we get any donations. Weisbrod has someone interested in donating and trucking the woodchips to the park; they are asking for 30 day advanced notice. Weisbrod will get something in writing for staff. Westover noted pricing has gone up slightly. Westover stated there is room for the swing and it will have to swing north to south instead of east to west. The Commission agreed that the City should put the donation for the swing set on the website.

Park Programming

Westover stated she plans to contact Dave Maurer, Director of Community Education for Cambridge Isanti Schools, regarding park programming ideas and is seeking other ideas from the Commission. Westover reviewed ideas from previous discussions. Commissioners discussed other ideas such as movie night in the park, geocaching, educational programs about nature and how to use our parks and trails, birdwatching, teaching kids to want to be outside, a Nature Detectives Club, etc.

OTHER BUSINESS/MISCELLANEOUS

City Council Update

Westover provided an update on the last Council meeting.

Commissioner Concerns

Ziebarth requested a status update regarding the Aquatics Center, a Community Center and the Library. Lowman asked about the status of the hockey rink project as well. Iverson and Westover updated the Commission on these items.

ADJOURNMENT

Klossner moved, seconded by Ziebarth, to adjourn the meeting at 8:00 pm. Motion carried 6/0.

Kelli Klossner
Cambridge Parks, Trails, and Recreation
Commission Chair

ATTEST:

Marcia Westover, City Planner

**PARKS, TRAILS, AND RECREATION COMMISSION
MEETING MINUTES
Wednesday, September 9, 2015**

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 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chair Kelli Klossner, Mark Ziebarth, Thea Lowman, Lind “Duke” Weisbrod, Lisa Iverson (Council Representative), Jennifer Fuhol; and Michael Larson, Youth Representative

Members Absent: Barry Wendorf (excused)

Others Present: Marcia Westover, City Planner

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Klossner called the meeting to order at 7:01 pm and led the Commission in the Pledge of Allegiance.

APPROVAL OF AGENDA

Iverson moved, seconded by Fuhol, to approve the agenda as presented. Motion carried 7/0.

APPROVAL OF MINUTES

Ziebarth moved, seconded by Lowman to approve the July 14, 2015 Parks and Recreation Commission meeting minutes. Motion carried 7/0.

NEW BUSINESS

Discuss Goals for the Next 5-10 Years, Create a Plan

Parks, Trails and Recreation Commission Long Range Planning

Westover referred to the list of park priorities in order of importance for park improvements. Westover then referred to the 2015 Priority Ranking and Timeline table created for Parks Improvements. Westover asked the Commission to review the priorities and timeline and make suggestions and/or changes at this time.

Discussion ensued among the Commission members to move the Water Tower Park swing set on the priority list. Commissioners agreed the Water Tower Park swing set should be moved up in priority to number 2. Westover agreed to make the change to the list. Klossner moved, seconded by Ziebarth to approve the 2015 Priority Ranking and Timeline with the Water Tower Park Swing Set as priority number 2, City Park improvements as priority number 3, C-I Bike/Walk trail connection as priority number 4,

and the Tennis Court at Central Green priority number 5. All other priorities stay as presented. Motion passed 7/0.

OTHER BUSINESS/MISCELLANEOUS

City Council Update


Westover provided an update on the last Council meeting.

Commissioner Concerns

No Commissioner Concerns.

ADJOURNMENT

Klossner moved, seconded by Lowman, to adjourn the meeting at 8:10 pm. Motion carried 6/0.



Kelli Klossner
Cambridge Parks, Trails, and Recreation
Commission Chair

ATTEST:



Marcia Westover, City Planner

7C Finance Department Report 12/7/2015

2016 Budget Draft

Budgets for the following funds are included in your packet:

General Fund

Special Revenue Funds: Airport Operating Fund

Debt Service Fund

Capital Project Fund

Enterprise Funds: Liquor Store
 Water Utility
 Wastewater Utility
 Stormwater Utility

General Fund Highlights:

- Budget presented reflects the direction given by Council at its November 16, 2015 long-range financial planning session. The budget plans for salary increases for union staff as dictated by contracts entered into with the police and public works unions. The non-union wage scale has been adjusted by a 2% cost of living. Note—in 2016, Community Development will carryover amount for Comprehensive Plan Update and Flyover Picture Projects.
- All other revenue sources are expected to be relatively flat.

Airport Operating Fund Highlights:

- No major changes in operation planned for 2016. Fund is self-supporting and does not require General Fund subsidy.

Debt Service Fund Highlights:

- Principal and interest payments are adequately supported with proposed tax and assessment collections.

Capital Project Fund Highlights:

- We have a street reconstruction project scheduled for the rest of the SE Industrial Park in 2016 estimated to cost \$2.2 million, not including costs borne by the utility funds.
- Police and emergency management will spend an estimated \$72K on capital expenditures including replacement of one police car.
- Public Works will spend an estimated \$274K on capital expenditures including replacement the Crosswind Street Sweeper, backhoe and mechanic shop upgrades.
- City Hall will spend an estimated \$20K on capital expenditures including replacement of computer and Laserfiche technology.
- The Pavement Management fund is projected to spend \$448,750 on street overlays, \$50K on crack sealing and \$120K on sealcoating.
- The Cambridge Airport will spend an estimated \$170K on capital expenditures including replacement of snow removal equipment funded substantially by federal funds.
- The Cambridge Fire Department is expected to replace one water tender. Funds are already on hand for this purchase.
- The Park Capital Fund has budgeted \$45K on capital expenditures including replacement of equipment and C-I Bike/Walk Trail future capital needs.

Water Utility Fund Highlights:

- One half full-time equivalent (FTE) additional position included in the fund to allow for engineering tech to be added to help with work load of water fund.
- Debt load for water utility continues to be high.
- Planned draw on fund balance to help subsidize rates and bring cash balances towards goal.

Wastewater Utility Fund Highlights:

- One half FTE additional position included in the fund to allow for engineering tech to be added to help with work load of wastewater fund.
- Debt load for wastewater utility continues to be high.
- Planned draw on fund balance to help subsidize rates and bring cash balances towards goal.

Stormwater Utility Fund Highlights:

- Fees collected from customers are primarily used to pay for principal and interest cost related to reconstruction projects done in 2001-2009.

Liquor Store Fund Highlights:

- No staffing level changes except additional part-time hours available, if needed, to handle increased sales volume, however, budget anticipates paygrade adjustment to part-time clerks mainly due to increase in State of MN minimum wage laws.
- Increase in sales and expenses of approximately 3%. Assume transfer to General Fund of \$400,000, which is consistent with the long range financial plan.

Levy Highlights:

- Proposed levy of \$4,980,755, represents a 1.5% increase as compared to the adopted levy for 2015. Our general fund revenues assume a tax collection rate of 97.5%.
- As according to the long range plan, the levy includes \$766,000 follows for debt commitments:
 - City Hall Bonds \$394,000
 - 2015 Street Improvements \$112,000
 - 2012 Street Improvements \$145,000
 - 2009 Street Improvements \$115,000

Recommended Council Actions

Approve final property tax resolution for 2016 tax collections. Approve resolutions adopting budgets for funds listed above.

Attachments:

2016 Budgets and related resolutions
Resolution for Final Tax Levy Adoption for 2016

Prepared by: Caroline Moe, Director of Finance

Resolution No. R15-073

*Resolution Approving the Final Payable 2016
Tax Levy*

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the following levies for certified 2015, payable 2016, be levied upon the taxable property in said City of Cambridge, Isanti County, State of Minnesota for the following purposes:

	Levy Collectible <u>2016</u>
<u>GENERAL LEVY:</u>	
Fund 101 – General Operations	\$ 4,214,755
<u>DEBT SERVICE LEVIES:</u>	
Fund 342 GO Improvement Bonds, City Hall	394,000
Fund 339 GO Improvement Bonds, 2009 Street Improvements	115,000
Fund 385 GO Improvement Bonds, 2015 Street Improvements	112,000
Fund 393 GO Improvement Bonds, 2012 Street Improvements	<u>145,000</u>
Total Debt Service Levies	766,000
TOTAL ALL LEVIES	<u>\$4,980,755</u>

- 2) That this final levy does not exceed the Proposed Levy adopted on Tuesday September 8, 2015.
- 3) That the City Administrator/Clerk be directed to transmit a certified copy of this resolution to the Isanti County Auditor's Office before Wednesday December 31, 2015 for purpose of complying with Minnesota State Statute.

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

Adopted this 7th day of December, 2015

Attested by:

Marlys A. Palmer, Mayor

Lynda J. Woulfe, City Administrator

Resolution No. R15-074

Resolution Adopting the 2016 General Fund Operating Budget

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:

Taxes	\$4,139,386
Licenses and Permits	224,150
Intergovernmental Revenues	1,024,144
Charges for Services	101,072
Fines and Forfeitures	46,750
Other	19,737
Transfers From Other Funds	<u>506,500</u>

Total Revenues \$6,061,739

Operating Expenditures:

General Government	\$1,462,020
Public Safety	2,194,465
Public Works	1,397,493
Parks and Recreation	300,083
Transfers to Other Funds	<u>707,678</u>

Total Operating Expenditures \$6,061,739

Budgeted Change in Fund Balance \$0

Adopted this 7th Day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

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

	Proposed Budget 2016	Amended Budget 2015	10/21/2015 YTD Actual 2015	YTD Actual 2014
REVENUES AND TRANSFERS IN				
<i>REVENUES</i>				
Taxes	4,139,386	4,186,113	2,233,067.98	4,049,149.94
Licenses and Permits -				
Business	72,150	72,250	64,376.96	74,817.08
Non-Business	152,000	200,919	275,906.54	235,913.73
Intergovernmental Revenues	1,024,144	1,001,227	652,344.97	993,045.74
Charges for Services				
General Government	180	329	446.00	227.75
Public Safety	94,700	99,207	98,619.91	97,734.50
Other	6,192	572	572.40	8,864.55
Fines and Forfeitures	46,750	39,895	38,623.37	61,877.05
Other	19,737	56,956	68,471	144,401
<i>Total Revenues</i>	<u>5,555,239</u>	<u>5,657,468</u>	<u>3,432,428.86</u>	<u>5,666,031.53</u>
<i>TRANSFERS IN</i>	506,500	500,000	500,000	450,000
<i>TOTAL REVENUES AND TRANSFERS IN</i>	<u>6,061,739</u>	<u>6,157,468</u>	<u>3,932,428.86</u>	<u>6,116,031.53</u>
EXPENDITURES AND TRANSFERS OUT				
<i>EXPENDITURES</i>				
General Government				
Mayor and Council	43,875	42,668	33,976	37,475
Administration	233,748	242,850	179,268	229,847
Elections	8,750	1,200	775	6,556
Finance	297,489	289,987	230,409	268,913
Legal	94,000	95,000	56,743	107,174
Community Development	653,828	721,722	501,781	544,602
New City Hall Buildings	130,330	127,506	90,022	113,190
Total General Government	<u>1,462,020</u>	<u>1,520,933</u>	<u>1,092,973.73</u>	<u>1,307,756.65</u>
Public Safety				
Police Department	1,890,853	1,833,745	1,468,394	1,632,844
Fire Department	289,912	328,801	275,671	315,804
Emergency Management	7,700	7,700	1,171	4,910
Animal Control	6,000	12,000	3,600	5,448
Total Public Safety	<u>2,194,465</u>	<u>2,182,246</u>	<u>1,748,837.13</u>	<u>1,959,006.30</u>
Public Works				
Street Maintenance	1,194,493	1,169,234	897,486	1,228,443
Street Lighting	179,500	191,500	140,166	163,923
Maintenance Building	23,500	23,700	11,813	25,351
Total Public Works	<u>1,397,493</u>	<u>1,384,434</u>	<u>1,049,464.14</u>	<u>1,417,716.12</u>
Parks and Recreation				
Ice Rink	6,650	4,150	1,441	3,159
AFRC	0	0	0	110,525
Parks and Recreation	293,433	306,424	261,619	225,067
Total Parks and Recreation	<u>300,083</u>	<u>310,574</u>	<u>263,061</u>	<u>338,751</u>
<i>Total Expenditures</i>	<u>5,354,061</u>	<u>5,398,187</u>	<u>4,154,335.72</u>	<u>5,023,229.92</u>
<i>TRANSFERS OUT</i>	707,678	763,256	763,256	1,095,235
<i>TOTAL EXPENDITURES & TRANSFERS OUT</i>	<u>6,061,739</u>	<u>6,161,443</u>	<u>4,917,591.72</u>	<u>6,118,464.92</u>
<i>NET INCREASE (DECREASE) IN FUND BALANCE</i>	<u>0</u>	<u>(3,975)</u>	<u>(985,162.86)</u>	<u>(2,433.39)</u>

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

	Proposed Budget <u>2016</u>	Amended Budget <u>2015</u>	10/21/2015 YTD Actual 2015	YTD Actual 2014	
REVENUES					
<i>TAXES</i>					
01-31010	Taxes - Current	4,109,386	4,119,723	2,170,662.19	4,022,013.23
01-31020	Taxes - Delinquent	25,000	12,000	8,655.34	28,548.11
01-31030	Taxes-Market Value Credit Refund				
01-31050	Taxes - Excess Tax Increments		1,937	1,937.89	4,688.13
01-31051	Decert TIF District Proceeds				6,544.38
01-31061	Taxes & Assessments on Sale of Foreclosed Property		49,893	49,893.94	29,831.77
01-31062	Taxes Abated by Isanti Co				(50,960.46)
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future				
01-31060	Penalties and Interest	5,000	2,560	1,918.62	8,484.78
	TOTAL TAXES	4,139,386	4,186,113	2,233,067.98	4,049,149.94
<i>LICENSES AND PERMITS</i>					
<i>Business</i>					
01-32110	Liquor	14,000	14,000	14,000.00	14,800.00
01-32180	Cigarettes	3,000	3,000	500.00	2,500.00
01-32184	Cable Franchise Fees	52,000	51,000	45,626.96	53,267.08
01-32185	Trash Franchise Fees	1,250	1,250	1,250.00	1,250.00
01-32199	Other Business Licenses and Permits	1,900	3,000	3,000.00	3,000.00
	<i>Total Business</i>	72,150	72,250	64,376.96	74,817.08
<i>Non-Business</i>					
01-32218	City Share of Electrical Inspections	2,000	2,813	(1,558.00)	4,663.30
01-32219	Local Share of Building Surcharge	100	259	428.70	415.38
01-32220	Building Permits	130,000	167,758	235,813.01	196,329.63
01-32221	Excavating Permits				
01-32222	Mechanical and Gas Permits	10,000	16,539	18,336.62	16,476.42
01-32223	Fire Protection Permits				
01-32225	Investigation (Penalty Fee)	100	610	610.00	1,702.00
01-32226	Contractor Verification Fee	300	485	600.00	775.00
01-32230	Plumbing Permits	5,000	8,563	16,701.24	7,883.00
01-32240	Sign Permits	1,500	948	1,119.37	1,290.00
01-32299	Other Non-Business Licenses and Permits	3,000	2,944	3,855.60	6,379.00
	<i>Total Non-Business</i>	152,000	200,919	275,906.54	235,913.73
	TOTAL LICENSES AND PERMITS	224,150	273,169	340,283.50	310,730.81
<i>INTERGOVERNMENTAL REVENUES</i>					
01-33165	Federal Grants-Other	750	4,731	6,681.17	5,628.64
01-33401	Local Government Aid (LGA)	739,066	725,399	362,699.50	689,437.00
01-33404	State Aid - Other	7,779	4,180	4,630.00	10,829.62
01-33405	PERA Aid	5,822	5,822	2,911.00	5,822.00
01-33418	MSA - Maintenance	25,000	25,000	25,000.00	25,000.00
01-33420	Fire Relief		0		69,499.80
01-33421	Police State Aid	100,000	90,000	121,308.63	100,974.48
01-33422	School District-School Officer Assistance--SRO#1	70,212	70,212	53,231.67	65,814.78
01-33422A	School District-School Officer Assistance--SRO#2	55,515	55,515	55,515.00	-
01-33610	County Grants & Aids for Highways	4,000	4,368	4,368.00	4,039.42
01-33620	Other County Aid	16,000	16,000	16,000.00	16,000.00
	TOTAL INTERGOVERNMENTAL REVENUES	1,024,144	1,001,227	652,344.97	993,045.74
01-33610	County Grants & Aids for Highways				
<i>CHARGES FOR SERVICES</i>					
<i>General Governments</i>					
01-34102	Filing Fees	20	0		26.00
01-34105	Sale of Maps, Copies	160	329	446.00	201.75
01-34106	Street Light O&M				
	<i>Total General Government</i>	180.00	329.00	446.00	227.75
<i>Public Safety</i>					
01-34201	Police Department Reports	2,000	2,181	2,470.50	2,921.50
01-34202	Police Department Administration Fees	1,000	2,410	2,485.00	1,615.00
01-34205	Police Department Pawn Shop Revenue	5,000	5,000	4,047.50	7,437.50
01-34204	PD-Pay Reimb Fee				
01-34206	Fire Protection - Township Contracts	85,000	87,958	87,958.91	84,478.50
01-34208	Fire Protection - Fire Runs				
01-34210	Fire Protection - Admin	1,700	1,658	1,658.00	1,282.00
	<i>Total Public Safety</i>	94,700	99,207	98,619.91	97,734.50
<i>Other</i>					
01-34951	Sale of Service and Supplies	6,192	572	572.40	8,864.55
01-34953	Escrow Administration Fee	0	0		
01-34954	Plan review/administrative charge	0	0		
01-34955	Base Map updating fee	0	0		
01-34956	Annexation Fee	0	0		
01-34957	Nextel Tower Lease	0	0		
	<i>Total Other</i>	6,192.00	572.00	572.40	8,864.55
	TOTAL CHARGES FOR SERVICES	101,072	100,108	99,638.31	106,826.80
<i>FINES AND FORFEITURES</i>					
01-35101	Court Fines	44,000	37,000	32,258.37	50,362.05
01-35102	Parking Fines	500	1,020	1,020.00	845.00
01-35104	Animal Control Fines	1,750	1,075	1,175.00	1,770.00

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	Proposed Budget <u>2016</u>	Amended Budget <u>2015</u>	10/21/2015 YTD Actual 2015	YTD Actual 2014
01-35105 Admin Citation	500	800	4,170.00	8,900.00
TOTAL FINES AND FORFEITURES	46,750	39,895	38,623.37	61,877.05
OTHER				
01-36101 Special Assessment Principal Payment				3148.65
01-36200 Miscellaneous	2,437	1,937	26,927.41	1,920.57
01-36210 Interest on Investments	13,600	15,727		91,102.99
01-36220 Facility Rentals	3,200	13,904	16,148.50	17,639.00
01-36221 AFRC Rental	0	0		23,852.50
01-36222 AFRC Supervision Fee	0	0		2,380.00
01-36223 AFRC Misc Inc				
01-36230 Donations	0	1,010	1,010.00	3,608.00
01-36233 Operation Round Up Grant				
01-36240 Patronage Capital	500	500	406.64	749.48
01-36241 Fire Dept Private Grants				-
01-36242 Wellness Grant		670	670.00	
01-36250 Telephone Commissions				
01-36501 Sale of Property		23,208	23,208.18	-
01-36999 Fire on the Rum In & Out			100	0
Total non-mall other revenue	19,737	56,956	68470.73	144401.19
TOTAL OTHER	19,737	56,956	68470.73	144401.19
TOTAL REVENUES	5,555,239	5,657,468	3432428.86	5666031.53
TRANSFERS IN				
01-39203 Liquor Fund	400,000	400,000	400,000.00	350,000.00
01-39203 Other Funds	106,500	100,000	100,000.00	100,000.00
TOTAL TRANSFERS IN	506,500	500,000	500,000	450,000
TOTAL REVENUES AND TRANSFERS IN	6,061,739	6,157,468	3932428.86	6116031.53
EXPENDITURES				
GENERAL GOVERNMENT				
<i>Council - #41110</i>				
Personal Services				
-41110-101 Salaries	21,400	21,400	17,833.50	21,400.20
-41110-122 FICA/Medicare Employer Share/Employee Benefits	1,638	1,638	1,364.04	1,636.85
-41110-151 Worker's Comp - Ins Premiums	87	90	68.83	79.02
Total Personal Services	23,125	23,128	19,266.37	23,116.07
Supplies				
-41110-200 Office Supplies - Accessories	100	300		22.14
-41110-210 Miscellaneous Operating Supplies	300	100		205.73
-41110-213 Citizens Academy	1,500	0		
-41110-214 Employee Recognition	1,500	1,000	245.19	1,206.04
Total Supplies	3,400	1,400	245.19	1,433.91
Other Services and Charges				
-41110-304 Miscellaneous Professional Services	1,000	2,000	800.00	
-41110-331 Travel/Meals/Lodging	1,500	2,000	1,562.54	430.52
-41110-334 Mileage Reimbursements	150	265		71.68
-41110-340 Advertising	50	50		
-41110-360 Insurance and Bonds	1,000	1,000	807.04	994.01
-41110-430 Miscellaneous	100	200	25.00	
-41110-433 Dues and Subscriptions	50	300		30.00
-41110-440 Schools and Meetings	1,500	1,575	1,164.00	874.00
-41110-441 Sister City Activities	1,500	250		250.00
-41110-455 Fireworks Display Expenses	10,500	10,500	10,106.25	10,275.00
-41110-499 Tomlison Special Assmt Agreement	0	0		-
Total Other Services and Charges	17,350	18,140	14,464.83	12,925.21
Total Council	43,875	42,668	33,976.39	37,475.19
<i>Administration - #41320</i>				
Personal Services				
-41320-101 Salaries	110,282	110,262	94,260.85	135,275.32
-41320-102 Overtime	300	100	17.73	
-41320-103 Part-time Regular	28,763	24,800	15,775.20	
-41320-105 Temp/Seasonal		100	12.72	
-41320-121 PERA Employer Share	10,608	10,317	8,254.98	9,820.76
-41320-122 FICA/Medicare Employer Share/Employee Benefits	10,821	10,523	8,164.49	10,037.39
-41320-131 Medical/Dental/Life Employer Share	15,129	27,639	14,901.21	25,702.38
-41320-132 Longevity	2,402	2,296		
-41320-133 Deductible Contribution	1,200	2,400	2,270.68	2,001.44
-41320-151 Workers' Compensation Insurance	1,193	1,084	789.49	908.90
-41320-153 City Wide Re-employment Compensation	1,000	2,000		4.72
-41320-154 HRA/Flex Fees	200	175	123.92	148.80
Total Personal Services	181,898	191,696	144,571.27	183,899.71
Supplies				
-41320-201 Office Supplies - Accessories	1,600	1,800	715.77	1,342.95
-41320-202 Duplicating Supplies and Copy Paper	2,000	1,000	1,231.48	2,016.72
-41320-203 Newsletter Costs	5000	4500	1,361.60	2,089.99
-41320-204 Stationary, Forms and Envelopes	500	554		
-41320-209 Software Updates	750	1,000	523.99	425.00
-41320-210 Miscellaneous Operating Supplies	1,000	1,000	441.64	1,910.61
-41320-221 Repairs and Maintenance - Equipment	500	500	12.24	220.12
-41320-240 Small Tools & Minor Equipment	1,000	1,500	980.95	
Total Supplies	12,350	11,854	5,267.67	8,005.39

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	Proposed Budget <u>2016</u>	Amended Budget <u>2015</u>	10/21/2015 YTD Actual 2015	YTD Actual 2014
Other Services and Charges				
-41320-304 Miscellaneous Professional Services	3,000	2,000	1,032.32	5,449.00
-41320-313 Marco IT Mgmt & Backup				438.00
-41320-321 Telephone/Cellular Phones				
-41320-322 Postage	5,000	3,500	1,952.68	5,001.15
-41320-331 Travel/Meals/Lodging	750	500	133.75	384.34
-41320-334 Mileage Reimbursement	300	500	28.80	173.04
-41320-340 Advertising	100	600	506.16	6.61
-41320-351 Legal Notices/Ordinance Publication	1,000	2,000	365.54	2,519.57
-41320-360 Insurance and Bonds	2,000	2,600	1,895.25	1,888.32
-41320-404 Repairs and Maintenance	300	500	120.00	
-41320-409 Maintenance Contracts - Office Equipment	11,000	11,000	10,670.99	10,274.00
-41320-430 Miscellaneous	300	150		
-41320-433 Dues and Subscriptions	300	450	461.34	415.00
-41320-437 City Wide-Dues & Subscriptions	12,250	12,500	12,262.00	11,048.00
-41320-440 Schools and Meetings	2,200	2,000		345.00
-41320-441 Web Site Enhancement				
-41320-489 Contracted Services	1,000	1,000		-
Total Other Services and Charges	39,500	39,300	29,428.83	37,942.03
Total Administration	233,748	242,850	179,267.77	229,847.13
Elections - #41410				
Personal Services				
-41410-104 Salaries - Temporary Election Judges	6,500	0		5,520.26
-41410-122 FICA/Medicare Employer Share/Employee Benefits	0	0		
-41410-151 Workers' Compensation Insurance				
Total Personal Services	6,500	0	-	5,520.26
Supplies				
-41410-200 Miscellaneous Office Supplies	500	0		
-41410-201 Office Supplies - Accessories	0	0		
Total Supplies	500	0	-	-
Other Services and Charges				
-41410-331 Travel/Meals/Lodging	250	0		47.33
-41410-351 Legal Notices/Ordinance Publication	300	0		48.15
-41410-404 Repairs & Maintenance - Voting Equipment				
-41410-408 Maintenance Contracts - Mach/Equipment	1,200	1,200	775.00	940.00
-41410-412 Rentals - Buildings				
-41410-430 Miscellaneous				
Total Other Services and Charges	1,750	1,200	775.00	1,035.48
Total Elections	8,750	1,200	775.00	6,555.74
Finance - #41500				
Personal Services				
-41500-101 Salaries	149,136	145,097	119,865.62	140,314.57
-41500-102 Overtime	100	100		
-41500-103 Part-time Regular				
-41500-121 PERA Employer Share	11,485	11,230	8,989.92	10,108.52
-41500-122 FICA/Medicare Employer Share/Employee Benefits	11,715	11,455	8,724.96	10,181.51
-41500-131 Medical/Dental/Life Employer Share	28,396	27,639	25,263.30	25,702.28
-41500-132 Longevity	4,491	4,632		
-41500-133 Deductible Contribution	2,400	2,400	867.63	2,200.00
-41500-151 Workers' Compensation Insurance	1,291	1,180	916.54	976.25
-41500-154 HRA/Flex Fees	200	175	119.22	148.80
Total Personal Services	209,214	203,908	164,747.19	189,631.93
Supplies				
-41500-201 Office Supplies - Accessories	2,100	2,100	830.62	1,510.72
-41500-204 Stationary, Forms and Envelopes	2,800	2,800	1,720.35	1,866.38
-41500-209 Software Updates	1,000	1,000	675.00	675.00
-41500-210 Miscellaneous Operating Supplies	500	500	96.11	589.99
-41500-240 Small Tools	2,000	1,500		
Total Supplies	8,400	7,900	3,322.08	4,642.09
Other Services and Charges				
-41500-301 Auditing and Accounting	30,000	30,000	29,000.00	30,000.00
-41500-304 Miscellaneous Professional Services	2,000	2,500		2,025.00
-41500-309 EDP Professional Services	23,000	20,000	13,588.00	16,144.25
-41500-321 Telephone/Cellular Phones				438.00
-41500-331 Travel/Meals/Lodging	500	500	257.40	155.98
-41500-334 Mileage Reimbursement	210	210	435.28	213.92
-41500-340 Advertising	0	0		-
-41500-351 Legal Notices/Ordinance Publishing	250	200	143.36	416.88
-41500-360 Insurance and Bonds	1,600	1,600	1,451.44	1,717.16
-41500-409 Maintenance Contracts - Office Equipment	17,750	17,500	13,808.00	11,774.00
-41500-420 Wellness				
-41500-430 Miscellaneous	365	1,069	178.07	(278.11)
-41500-432 Property Finders Fee				9,325.03
-41500-433 Dues and Subscriptions	2,200	2,200	1,489.69	2,013.14
-41500-440 Schools and Meetings	2,000	2,400	1,988.00	694.00
Total Other Services and Charges	79,875	78,179	62,339.24	74,639.25
Total Finance	297,489	289,987	230,408.51	268,913.27

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	Proposed Budget 2016	Amended Budget 2015	10/21/2015 YTD Actual 2015	YTD Actual 2014	
<i>Legal - #41610</i>					
Other Services and Charges					
-41610-304	Legal Fees	53,000	53,000	27,116.73	67,671.81
-41610-307	Study Fees				
-41610-305	Prosecution Services	41,000	42,000	29,626.47	39,501.96
	Total Other Services and Charges	94,000	95,000	56,743.20	107,173.77
	<i>Total Legal</i>	94,000	95,000	56,743.20	107,173.77
<i>Community Development</i>					
<i>Building Department - #41920</i>					
Personal Services					
-41920-101	Salaries	181,896	218,378	166,984.17	209,553.53
-41920-102	Overtime	0	0		
-41920-121	PERA Employer Share	13,875	15,872	12,523.80	14,857.64
-41920-122	FICA/Medicare Employer Share/Employee Benefits	14,153	17,136	12,333.88	15,294.55
-41920-131	Medical/Dental/Life Employer Share	42,592	42,602	42,511.74	38,552.19
-41920-132	Longevity	3,098	5,628		
-41920-133	Deductible Contribution	3,600	4,800	1,638.69	1,849.58
-41920-151	Workers' Compensation Insurance	1,610	1,804	1,535.93	1,409.79
-41920-154	HRA/Flex Fees			188.23	223.20
	Total Personal Services	260,824	306,220	237,716.44	281,740.48
Supplies					
-41920-201	Office Supplies - Accessories	750	750	580.86	1,035.16
-41920-204	Stationary, Forms and Envelopes	0	0		
-41920-209	Software Updates	500	500	117.55	382.00
-41920-210	Miscellaneous Operating Supplies	1,200	2,000	258.12	849.15
-41920-212	Gasoline/Fuel/Lubricants/Additives	2,600	2,000	715.09	1,949.40
-41920-221	Repair and Maintenance Supplies - Vehicles	800	800	3.74	343.99
-41920-240	Small Tools and Minor Equipment	300	300		715.47
	Total Supplies	6,150	6,350	1,675.36	5,275.17
Other Services and Charges					
-41920-304	Miscellaneous Professional Services	0	0		
-41920-309	EDP Professional Services	1,500	3,000	2,156.25	843.75
-41920-313	Marco IT Mgmt & Backup				657.00
-41920-321	Telephone/Cellular Phones	2,700	2,000	1,298.20	2,022.20
-41920-331	Travel/Meals/Lodging	300	300	64.95	
-41920-334	Mileage Reimbursement	700	700	445.05	571.76
-41920-340	Advertising				
-41920-351	Legal Notices/Ordinance Publishing				26.66
-41920-360	Insurance	2,500	2,500	2,054.25	2,070.79
-41920-404	Repairs and Maintenance	250	250	188.71	
-41920-409	Maintenance Contracts - Office Equipment	2,500	2,090	2,090.00	2,090.00
-41920-430	Miscellaneous	200	400		
-41920-432	Credit Card Fees	600	600		593.54
-41920-433	Dues and Subscriptions	1,400	2,910	2,387.05	467.50
-41920-440	Schools and Meetings	2,800	2,500	2,141.00	1,409.00
	Total Other Services and Charges	15,450	17,250	12,825.46	10,752.20
	<i>Total Building Department</i>	282,424	329,820	252,217.26	297,767.85
<i>Engineering</i>					
-41925-303	Engineering Contracted Expense	30,000	28,600	15,782.19	12,954.16
<i>Planning - #41935</i>					
Personal Services					
-41935-101	Salaries	219,461	189,800	155,531.23	158,472.87
-41935-102	Overtime	0	0		
-41935-112	Planning Commission Salaries	2,500	2,500	1,210.00	2,220.00
-41935-121	PERA Employer Share	16,842	14,475	11,664.84	11,504.84
-41935-122	FICA/Medicare Employer Share/Employee Benefits	17,179	14,765	11,633.60	11,872.87
-41935-131	Medical/Dental/Life Employer Share	45,592	39,238	30,990.04	25,696.82
-41935-132	Longevity	3,679	3,208		
-41935-133	Deductible Contribution	3,600	3,400	1,868.21	2,200.00
-41935-151	Workers' Compensation Insurance	1,951	1,566	1,046.80	1,102.98
-41935-154	HRA/Flex Fees	300	200	138.02	148.80
	Total Personal Services	311,104	269,152	214,082.74	213,219.18
Supplies					
-41935-201	Office Supplies - Accessories	700	700	663.36	1,005.65
-41935-204	Stationary, Forms and Envelopes	0	350		
-41935-209	Software Updates	1,200	1,500	1,100.00	700.00
-41935-210	Miscellaneous Operating Supplies	200	100	15.22	
-41935-212	Gasoline/Fuel/Lubricants/Additives	350	450	428.68	292.22
-41935-221	Repair and Maintenance Supplies - Vehicles	200	200	108.10	73.81
-41935-240	Small Tools and Minor Equipment	250	250		
	Total Supplies	2,900	3,550	2,315.36	2,071.68
Other Services and Charges					
-41935-301	Special Projects	2,500	2,500		1,896.00
-41935-303	Comp Plan Update				
-41935-304	Miscellaneous Professional Services	2,500	2,500	225.00	75.00
-41935-306	Transportation Study Consulting				
-41935-307	Rail Study				

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	Proposed Budget 2016	Amended Budget 2015	10/21/2015 YTD Actual 2015	YTD Actual 2014
-41935-308 Lakes & Pines Mgmt--Smal Cities Grant				
-41935-309 EDP Professional Services	1,000	1,000	1,062.50	1,000.00
-41935-313 Marco IT Mgmt & Backup				438.00
-41935-321 Telephone/Cellular Phones	1,500	1,500	945.83	653.32
-41935-322 Code Enforcement Mailing	0	700		
-41935-331 Travel/Meals/Lodging	500	500	97.50	39.99
-41935-334 Mileage Reimbursement	250	250		180.32
-41935-340 Advertising				20.48
-41935-351 Legal Notices/Ordinance Publishing	750	750	45.64	99.24
-41935-360 Insurance	11,000	3,500	10,459.82	9,733.16
-41935-404 Repairs and Maintenance	300	300		120.00
-41935-409 Maintenance Contracts - Office Equipment	3,000	3,000	2,990.00	2,990.00
-41935-430 Miscellaneous	1,000	1,000	(1,325.88)	(1,321.58)
-41935-431 Property Securing Exp			1,700.55	1,085.08
-41935-433 Dues and Subscriptions	600	600	445.00	545.00
-41935-440 Schools and Meetings	1,500	1,500	607.71	1,035.00
-41935-487 Flyover Pictures--share from Isanti Co		30,000		
-41935-488 Other Contracted Services--Comp Plan Update		40,000		
-41935-489 Other Contracted Services-GIS Maint	1,000	1,000	130.00	
Total Other Services and Charges	27,400	90,600	17,383.67	18,589.01
Total Planning	341,404	363,302	233,781.77	233,879.87
Total Community Development	653,828	721,722	501,781.22	544,601.88
City Hall Buildings - #41950				
Personal Services				
-41950-101 Salaries	23,837	22,807	19,092.50	10,397.38
-41950-102 Overtime	1,000	1,000		
-41950-121 PERA Employer Share	1,875	1,793	1,387.26	774.30
-41950-122 FICA/Medicare Employer Share/Employee Benefits	1,913	1,829	1,415.36	787.38
-41950-131 Medical/Dental/Life Employer Share	7,099	6,923	6,319.91	1,720.68
-41950-132 Longevity	164	100		
-41950-133 Deductible Contribution	600	600		
-41950-151 Workers' Compensation Insurance	1,571	1,389	1,089.59	822.66
-41950-154 HRA/Flex Fees	50	44	29.80	34.85
Total Personal Services	38,109	36,485	29,334.42	14,537.25
Miscellaneous Operating Supplies				
-41950-210				
-41950-212 Gasoline/Fuel	200	500	36.32	42.16
-41950-215 Maintenance Supplies	13,000	11,500	5,827.05	12,787.09
-41950-240 Small Tools & Equipment	1,500	2,000		
Total Supplies	14,700	14,000	5,863.37	12,829.25
Other Services and Charges				
-41950-321 Telephone/Cellular Phones	15,000	15,000	11,868.90	13,167.11
-41950-360 Insurance	2,500	3,000	2,274.66	2,293.65
-41950-381 Electric Utilities	11,500	11,500	7,134.40	9,973.93
-41950-382 Water/Wastewater	1,100	1,100	1,007.80	937.93
-41950-383 Gas Utilities	10,000	8,000	4,112.20	9,386.37
-41950-384 Refuse and Recycling	8,000	8,000	5,534.27	7,390.51
-41950-401 Repairs and Maintenance - Buildings/Structures	12,000	12,000	10,464.64	25,924.20
-41950-405 Janitor Services	0	0		1,453.00
-41950-409 Maintenance Contracts - Office Equip	2,921	2,921	2,693.10	667.50
-41950-411 Cement Replacement				
-41950-413 Rentals - Office Equipment [copier-new]	14,000	15,000	9,465.63	13,859.27
-41950-430 Miscellaneous	500	500	268.25	769.70
Total Other Services and Charges	77,521	77,021	54,823.85	85,823.17
Total City Hall Buildings	130,330	127,506	90,021.64	113,189.67
TOTAL GENERAL GOVERNMENT	1,462,020	1,520,933	1,092,973.73	1,307,756.65
PUBLIC SAFETY				
Police Department - #42100				
Personal Services				
-42100-101 Salaries	1,021,157	1,030,019	825,096.95	926,974.91
-42100-102 Overtime	53,000	60,000	47,966.45	50,275.91
-42100-103 Salaries - Part-Time Regular	19,458	19,704	15,389.70	42,472.47
-42100-121 PERA Employer Share	175,353	172,350	137,140.07	146,633.40
-42100-122 FICA/Medicare Employer Share/Employee Benefits	20,513	20,270	15,712.32	18,583.60
-42100-131 Medical/Dental/Life Employer Share	227,159	221,107	202,042.56	193,774.42
-42100-132 Longevity	25,887	0		
-42100-133 Deductible Contribution	19,200	18,200	13,107.91	11,044.26
-42100-151 Workers' Compensation Insurance	48,264	42,352	34,983.68	34,537.94
-42100-154 HRA/Flex Fees	1,500	1,500	953.72	1,125.40
Total Personal Services	1,611,491	1,585,502	1,292,393.36	1,425,422.31
Supplies				
-42100-201 Office Supplies - Accessories	3,100	3,100	2,756.20	1,435.66
-42100-202 Duplicating Supplies and Copy Paper	1,000	800	192.40	909.54
-42100-209 Software Updates	5,250	5,250	353.95	1,754.67
-42100-210 Miscellaneous Operating Supplies	7,000	6,500	4,242.46	9,272.66
-42100-212 Gasoline/Fuel/Lubricants/Additives	50,000	51,800	24,679.06	44,670.59
-42100-213 Ammunition	4,000	3,100	2091.6	
-42100-214 Crime Scene Supplies	500	600	906.89	
-42100-217 Promotional Events	3,500	3,000	1,584.73	1,158.40
-42100-221 Repairs and Maintenance Supplies - Squads	16,500	15,000	13,774.43	14,631.34

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	Proposed Budget <u>2016</u>	Amended Budget <u>2015</u>	10/21/2015 YTD Actual 2015	YTD Actual 2014
-42100-231 Uniform Allowance	21,400	25,900	13,560.77	15,655.78
-42100-232 Uniform--Reserves	2,000	2,000	230.75	
-42100-240 Small Tools/Minor Equipment	7,000	6,050	2,541.00	3,929.95
Total Supplies	<u>121,250</u>	<u>123,100</u>	<u>66,914.24</u>	<u>93,418.59</u>
Other Services and Charges				
-42100-304 Miscellaneous Professional Services	15,000	10,000	8,990.86	15,889.62
-42100-305 Applicant Testing	0	7,600	1,500.00	2,095.80
-42100-313 Marco IT Mgmt & Backup				1,971.00
-42100-321 Telephone/Cellular Phones	12,568	12,568	8,714.27	11,269.68
-42100-322 Postage	300	400	329.94	73.06
-42100-331 Travel/Meals/Lodging	5,380	6,280	5,884.58	1,972.12
-42100-334 Mileage Reimbursement	200	150		315.28
-42100-340 Advertising	0	0		31.80
-42100-360 Insurance	34,000	25,000	33,892.47	31,385.47
-42100-381 Electric Utilities	11,400	6,000	3,669.12	5,129.45
-42100-383 Gas Utilities	8,724	3,600	2,025.40	4,623.15
-42100-392 Old MNDOT Water/Sewer	1,200		146.47	
-42100-404 Maintenance and Repair -Vehicles/ Equipment	8,000	6,500	4,954.85	7,784.14
-42100-409 Maintenance Contracts--Office Equipment	21,500	19,705	15,176.26	17,292.51
-42100-410 Police Reserve Program Activities	1,500	1,500	76.51	1,800.34
-42100-411 Auto Pawn	2,700	2,700	1,498.50	2,640.60
-42100-413 Office Equipment Rentals	2,750	2,750		
-42100-429 Old MNDOT Maint Costs	12,000		2,489.54	
-42100-430 Miscellaneous	500	400		150.00
-42100-433 Dues and Subscriptions	6,750	6,250	5,601.24	2,666.72
-42100-440 Schools and Meetings	13,000	13,100	13,287.77	6,053.49
-42100-441 Training--Grant funded				
-42100-455 Jail and Medical Expenses	0	0		
-42100-489 Other Contracted Services	640	640	848.89	858.65
Total Other Services and Charges	<u>158,112</u>	<u>125,143</u>	<u>109,086.67</u>	<u>114,002.88</u>
Total Police Department	<u>1,890,853</u>	<u>1,833,745</u>	<u>1,468,394.27</u>	<u>1,632,843.78</u>
Fire Department - 42200				
Personal Services				
-42200-101 Salaries	70,346	67,379	54,408.04	40,891.95
-42200-103 Salaries	47,000	46,800	38,805.00	49,039.68
-42200-121 PERA Employer Share	11,444	10,915	8,814.09	6,419.61
-42200-122 FICA/Medicare Employer Share/Employee Benefits	9,000	8,751	3,740.22	4,337.81
-42200-131 Medical/Dental/Life Employer Share	14,198	13,818	12,631.65	8,586.52
-42200-132 Fire Longevity Pay	293			
-42200-133 Deductible Contribution	1,200	1,200	641.00	
-42200-151 Worker's Comp - Ins Premiums	32,981	26,801	22,586.65	22,056.15
-42200-154 Flex Fees	100	200	59.60	37.60
Total Personal Services	<u>186,562.00</u>	<u>175,864.00</u>	<u>141,686.25</u>	<u>131,369.32</u>
Supplies				
-42200-201 Office Supplies - Accessories	800	500	71.63	1,456.72
-42200-204 Stationary, Forms and Envelopes	100	100		
-42200-210 Miscellaneous Operating Supplies	7,500	7,000	7,110.10	11,352.52
-42200-211 Grant Funded Supplies				834.62
-42200-212 Gasoline/Fuel/Lubricants/Additives	7,700	7,000	5,394.24	7,152.88
-42200-213 Operation Round Up Computer Exp				
-42200-215 Shop Maintenance Supplies				77.89
-42200-221 Repairs and Maintenance Supplies - Trucks	6,500	28,000	27,193.10	6,765.35
-42200-223 Repairs and Maintenance Supplies - Buildings	1,000	1,000	516.40	1,407.25
-42200-231 Uniform Allowance	13,000	12,500	11,592.82	15,055.16
-42200-240 Small Tools	4,000	4,000	1,319.46	4,276.71
-42200-241 Small Tools--Grant Funded	0	0		
Total Supplies	<u>40,600</u>	<u>60,100</u>	<u>53,197.75</u>	<u>48,379.10</u>
Other Services and Charges				
-42200-301 Auditing and Accounting	1,000	5,900	5,900.00	4,668.75
-42200-304 Miscellaneous Professional Services	7,500	7,500	7,439.95	6,721.50
-42200-306 Fire Relief--Pension Pass Through	0	0		69,499.80
-42200-307 Fire Relief--Pension City Share	10,000	10,000	10,000.00	10,000.00
-42200-313 Marco IT Mgmt & Backup				438.00
-42200-321 Telephone/Cellular Phones	1,500	1,500	520.00	1,120.90
-42200-331 Travel/Meals/Lodging	1,000	1,500	498.63	940.53
-42200-334 Mileage Reimbursement	500	500		462.56
-42200-340 Advertising	150	150		120.03
-42200-360 Insurance	9,000	7,300	7,483.85	7,195.05
-42200-381 Electric Utilities	15,500	15,500	10,154.82	14,274.78
-42200-382 Water/Wastewater Utilities	500	500	567.65	436.77
-42200-383 Gas Utilities	3,800	3,300	316.00	3,292.56
-42200-401 Repairs and Maintenance - Buildings	1,500	500	764.00	1,159.00
-42200-404 Repairs and Maintenance - Equipment/Radios/Pagers	1,500	2,500	3,046.25	2,519.90
-42200-405 Janitorial				
-42200-430 Miscellaneous				190.00
-42200-433 Dues and Subscriptions	1,300	1,465	1,785.00	721.00
-42200-440 Schools and Meetings	8,000	4,850	1,672.00	4,234.87
-42200-441 Schools and Meetings Grant Funded		3,150	3,918.00	8,060.00
-42200-999 Arlington Fire Costs		26,722	26,721.29	
Total Other Services and Charges	<u>62,750</u>	<u>92,837</u>	<u>80,787.44</u>	<u>136,056.00</u>
Total Fire Department	<u>289,912</u>	<u>328,801</u>	<u>275,671.44</u>	<u>315,804.42</u>

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	Proposed Budget 2016	Amended Budget 2015	10/21/2015 YTD Actual 2015	YTD Actual 2014
<i>Emergency Management - #42300</i>				
Supplies				
-42300-201 Office Supplies - Accessories	500	500		38.34
-42300-202 Duplicating Supplies and Copy Paper	500	500		
-42300-210 Miscellaneous Operating Supplies	500	500		
-42300-240 Small Tools & Minor Equip	3,000	2,090		2,266.46
Total Supplies	4,500	3,590	0.00	2,304.80
Other Services and Charges				
-42300-304 Misc Prof Serv		1,000	968.75	2,565.00
-42300-321 Telephone/Cellular Phones	200	110	70.02	
-42300-331 Travel/Meals/Lodging	500	500	132.65	39.90
-42300-440 Schools and Meetings	2,500	2,500		
Total Other Services and Charges	3,200	4,110	1,171.42	2,605
Total Emergency Management	7,700	7,700	1,171.42	4,909.70
<i>Animal Control - #42700</i>				
Supplies				
-42700-310 Miscellaneous Operating Supplies	6,000	12,000	3,600.00	5,380.00
-42700-340 Advertising				68.40
Total Supplies	6,000.00	12,000.00	3,600.00	5,448.40
Total Animal Control	6,000	12,000	3,600.00	5,448.40
TOTAL PUBLIC SAFETY	2,194,465	2,182,246	1,748,837.13	1,959,006.30
PUBLIC WORKS				
<i>Street Maintenance - #43000</i>				
Personal Services				
-43001-101 Salaries	556,389	526,731	439,394.88	553,087.80
-43001-102 Overtime	30,000	21,200	7,777.52	39,718.25
-43001-104 Temporary/Seasonal	11,892	6,589	6,588.15	11,026.91
-43001-121 PERA Employer Share	42,160	43,094	31,884.25	43,121.04
-43001-122 FICA/Medicare Employer Share/Employee Benefits	43,914	45,326	32,668.43	46,830.86
-43001-131 Medical/Dental/Life Employer Share	122,150	118,737	109,781.42	118,917.18
-43001-132 Longevity	17,655	17,853		
-43001-133 Deductible Contribution	10,400	11,200	4,423.64	9,646.44
-43001-151 Workers' Compensation Insurance	54,308	53,204	42,721.05	47,490.34
-43001-154 HRA/Flex Fees	725	800	532.65	694.14
Total Personal Services	889,593	844,734	675,771.99	870,532.96
Supplies				
-43001-201 Office Supplies - Accessories	500	800	365.65	866.53
-43001-202 Duplicating and Copying Supplies	100	100	23.20	80.26
-43001-204 Stationary, Forms and Envelopes	100	100		
-43001-209 Software Updates	1,000	1,000		
-43001-210 Miscellaneous Operating Supplies	12,000	12,000	8,643.32	10,377.80
-43001-212 Gasoline/Fuel/Lubricants/Additives	50,000	54,000	20,403.41	61,081.18
-43001-215 Shop Maintenance Supplies	500	900	900.50	51.02
-43001-219 Snow Removal - Material	60,000	82,000	80,291.23	62,890.33
-43001-221 Repairs and Maintenance Supplies - Equipment	44,000	44,000	31,548.45	43,696.92
-43001-224 Repairs and Maintenance - Infrastructure	15,000	15,000	7,074.74	15,296.54
-43001-226 Signs	7,000	6,500	6,381.32	15,365.24
-43001-240 Small Tools and Minor Equipment	4,000	3,500	3,506.20	4,798.07
Total Supplies	194,200	219,900	159,138.02	214,503.89
Other Services and Charges				
-43001-304 Miscellaneous Professional Services	5,000	5,000	4,545.01	2,419.80
-43001-313 Marco IT Mgmt & Backup				438.00
-43001-321 Telephone/Cellular Phones	4,000	3,800	4,880.55	4,195.16
-43001-331 Travel/Meals/Lodging	500	500	60.38	
-43001-334 Mileage Reimbursement				
-43001-340 Advertising	400	400	125.25	
-43001-351 Legal Notices/Publications				
-43001-360 Insurance	20,500	20,300	18,651.63	19,120.59
-43001-381 Electric Utilities	400	200	240.00	321.12
-43001-382 Water/Wastewater Utilities	600	600	268.43	538.53
-43001-404 Repairs and Maintenance - Vehicles/Equipment	4,000	4,000	356.00	2,164.45
-43001-405 Emergency Mgmt Rep & Maint	500	500		
-43001-406 Painting and Striping	18,000	16,000	15,694.65	22,574.43
-43001-413 BNSF Parking Lot Lease	3,000	3,000		5,263.73
-43001-415 Equipment Rental				
-43001-417 Uniform Rental	12,000	12,000	5,748.09	9,006.63
-43001-430 Miscellaneous	2,500	2,500	28.00	1,365.81
-43001-433 Dues and Subscriptions	800	800	600.23	692.43
-43001-440 Schools and Meetings	1,500	1,500	90.00	375.00
-43001-444 Insect Control	7,000	5,000	4,516.80	6,627.60
-43001-445 Diseased Tree Program	10,000	10,000		9,622.79
-43001-446 Weed Control	2,500	2,500	1,469.18	1,238.91
-43001-447 Downtown Decorations	2,500	2,500	27.82	1,622.30
-43001-451 Springvale Assessment				35,532.96
-43001-449 Paver Repair				
-43001-489 Other Contracted Services	15,000	13,500	5,273.70	20,285.69
Total Other Services and Charges	110,700	104,600	62,575.72	143,405.93
Total Street Maintenance	1,194,493	1,169,234	897,485.73	1,228,442.78

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	Proposed Budget <u>2016</u>	Amended Budget <u>2015</u>	10/21/2015 YTD Actual 2015	YTD Actual 2014
<i>Street Lighting - #43160</i>				
Supplies				
-43160-238 Repairs and Maintenance Supplies - Infrastructure	13,000	13,000	25,115.87	18,161.29
Total Supplies	<u>13,000</u>	<u>13,000</u>	<u>25,115.87</u>	<u>18,161.29</u>
Other Services and Charges				
-43160-381 Utilities	165,000	177,000	115,049.66	145,555.41
-43160-402 Signal Light Repairs	1,500	1,500		206.00
Total Other Services and Charges	<u>166,500</u>	<u>178,500</u>	<u>115,049.66</u>	<u>145,761.41</u>
<i>Total Street Lighting</i>	<u>179,500</u>	<u>191,500</u>	<u>140,165.53</u>	<u>163,922.70</u>
<i>Maintenance Building - #43170</i>				
Supplies				
-43170-215 Maintenance Supplies	1,000	700	127.86	2,853.54
Total Supplies	<u>1,000</u>	<u>700</u>	<u>127.86</u>	<u>2,853.54</u>
Other Services and Charges				
-43170-321 Telephone/Cellular Phones	0	0		
-43170-381 Electric Utilities	3,000	3,000	1,431.83	2,064.99
-43170-382 Water/Wastewater Utilities	2,000	2,000	1,395.47	1,644.35
-43170-383 Gas Utilities	15,000	15,000	8,857.72	17,724.76
-43170-401 Repairs and Maintenance - Buildings/Structures	1,500	2,000		730.00
-43170-430 Miscellaneous	1,000	1,000		333.00
Total Other Services and Charges	<u>22,500</u>	<u>23,000</u>	<u>11,685.02</u>	<u>22,497.10</u>
<i>Total Maintenance Building</i>	<u>23,500</u>	<u>23,700</u>	<u>11,812.88</u>	<u>25,350.64</u>
TOTAL PUBLIC WORKS	<u>1,397,493</u>	<u>1,384,434</u>	<u>1,049,464.14</u>	<u>1,417,716.12</u>
PARKS AND RECREATION				
<i>Ice Rink - #45127</i>				
Supplies				
-45127-210 Miscellaneous Operating Supplies	500	250	34.65	67.80
-45127-212 Gasoline/Fuel/Lubricants/Additives	0			
-45127-215 Shop Maintenance Supplies	200	100		
-45127-221 Repairs and Maintenance Supplies - Equipment	3,000	1,500	19.50	1,277.11
-45127-223 Repairs and Maintenance Supplies - Buildings	500	100	25.00	179.40
Total Supplies	<u>4,200</u>	<u>1,950</u>	<u>79.15</u>	<u>1,524.31</u>
Other Services and Charges				
-45127-321 Telephone/Cellular Phones				
-45127-360 Insurance				
-45127-381 Electric Utilities				
-45127-382 Water/Wastewater Utilities	350	0		
-45127-383 Gas Utilities	1,000	1,100	952.20	1,060.48
-45127-401 Repairs and Maintenance - Structures	400	400	200.00	19.99
-45127-415 Equipment Rental	500	500	210.00	553.75
-45127-430 Miscellaneous	200	200		
Total Other Services and Charges	<u>2,450</u>	<u>2,200</u>	<u>1,362.20</u>	<u>1,634.22</u>
<i>Total Ice Rink</i>	<u>6,650</u>	<u>4,150</u>	<u>1,441.35</u>	<u>3,158.53</u>
<i>AFRC - 45300</i>				
Personal Services				
-45300-101 Full-time Salaries	0			58,803.96
-45300-102 FT Overtime	0			1,088.59
-45300-104 Salaries - Temporary/Seasonal	0			2,915.00
-45300-121 PERA (Employer)				4,310.40
-45300-122 FICA/Medicare Employer Share/Employee Benefits				4,706.06
101-45300-1 Medical/Dental/Life Employer Share				15,128.88
-45300-132 Longevity				
-45300-133 Deductible Contribution				417.33
-45300-151 Workers' Compensation Insurance				3,057.68
-45300-154 HRA/Flex Fees				79.10
Total Personal Services	<u>0</u>	<u>0</u>	<u>-</u>	<u>90,507.00</u>
Supplies				
-45300-210 Miscellaneous Operating Supplies				598.34
-45300-212 Gasoline/Fuel/Lubricants/Additives				649.37
-45300-221 Repairs and Maintenance Supplies - Equipment				
-45300-223 Repairs and Maintenance Supplies - Buildings				
-45300-240 Small Tools and Minor Equipment				
Total Supplies	<u>0</u>	<u>0</u>	<u>-</u>	<u>1,247.71</u>
Other Services and Charges				
-45300-304 Misc Prof Serv				31.25
-45300-305 Study Consulting				
-45300-321 Telephone/Cellular Phones				1,653.63
-45300-340 Advertising				
-45300-360 Insurance				1,085.50
-45300-381 Electric Utilities				
-45300-382 Water & Wastewater Utilities				
-45300-388 Maint Contrib to AFRC				16,000.00
-45300-430 Miscellaneous Expense				
-45300-440 Schools & Meetings				

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

	Proposed Budget 2016	Amended Budget 2015	10/21/2015 YTD Actual 2015	YTD Actual 2014
Total Other Services and Charges	0	0	-	18,770.38
<i>Total AFRC</i>	0	0	-	110,525.09
Parks and Recreation - 45200				
Personal Services				
-45200-101 Full-time Salaries	96,932	106,216	84,344.82	47,159.05
-45200-102 FT Overtime	1,000	631	210.31	588.26
-45200-104 Salaries - Temporary/Seasonal	11,892	6,340	6,339.76	7,123.28
-45200-112 Parks & Rec Commission Stipends	3,000	3,000	1,360.00	2,465.00
-45200-121 PERA (Employer)	8,180	8,117	6,341.64	3,471.59
-45200-122 FICA/Medicare Employer Share/Employee Benefits	9,483	8,965	6,787.28	3,569.47
101-45200-1 Medical/Dental/Life Employer Share	28,188	27,636	25,263.30	12,793.72
-45200-132 Longevity	1,145	1,012		
-45200-133 Deductible Contribution	2,400	2,300	1,646.81	1,161.85
-45200-151 Workers' Compensation Insurance	5,883	5,164	3,997.34	1,990.59
-45200-154 HRA/Flex Fees	80	150	119.22	74.40
Total Personal Services	168,183	169,531	136,410.48	80,397.21
Supplies				
-45200-210 Miscellaneous Operating Supplies	3,600	3,600	3,810.31	3,684.01
-45200-212 Gasoline/Fuel/Lubricants/Additives	5,000	6,500	6,121.63	6,429.86
-45200-221 Repairs and Maintenance Supplies - Equipment	6,000	6,000	6,722.97	3,139.35
-45200-223 Repairs and Maintenance Supplies - Buildings	5,000	6,500	9,434.33	7,120.91
-45200-226 Signs	1,000	500	26.00	898.99
-45200-230 Master Garden Supplies	200	251	250.04	
-45200-240 Small Tools and Minor Equipment	300	921	928.60	6.86
Total Supplies	21,100	24,272	27,293.88	21,279.98
Other Services and Charges				
-45200-304 Professional Services-Park Study				
-45200-305 Park Contracted Services	500	3,450	3,750.00	125.00
-45200-321 Telephone/Cellular Phones	1,200	0		
-45200-306 Misc Prof Serv				
-45200-306 Park Commission Activities				
-45200-340 Advertising	350	0	658.35	
-45200-351 Legal Notices	200	200		
-45200-360 Insurance	20,000	18,000	18,991.96	17,498.61
-45200-381 Electric Utilities	19,000	18,000	18,047.82	19,990.56
-45200-382 Water & Wastewater Utilities	3,000	2,000	1,388.34	1,729.07
-45200-401 Repairs and Maintenance - Structures	1,500	1,500		
-45200-403 R&M Tennis Court	0	500		
-45200-415 Equipment Rental	8,000	6,000	2,782.50	5,321.25
-45200-430 Miscellaneous	500	500	619.77	848.91
-45200-440 Schools & Meetings	100	100		
-45200-445 Weed Control and Fertilizer	12,000	5,890	9,374.40	14,122.07
-45200-485 Property Taxes--donated park land	3,000	2,886	2,886.00	2,520.00
101-45200-48 Softball Lighting Lease	0	0		
-45200-486 Summer Recreation	1,800	2,000	1,509.00	1,722.00
-45200-484 Library Study				
-45200-488 Library	28,000	25,000	10,963.92	7,425.55
-45200-492 Aquatic Center				
-45200-493 Yoga Grant Expense	500	670	365.01	
-45200-494 Camb/Isanti Fall Comm Event				
-45200-495 Ski Trail Maintenance Agreement	4,500	2,425	2,425.00	
-45200-489 Senior Activity Center	0	0	366.00	25,144.51
Total Other Services and Charges	104,150	112,621	97,915.01	123,390.04
<i>Total Parks and Recreation</i>	293,433	306,424	261,619.37	225,067.23
TOTAL PARKS AND RECREATION	300,083	310,574	263,060.72	338,750.85
TOTAL EXPENDITURES	5,354,061.00	5,398,187.00	4,154,335.72	5,023,229.92
TRANSFERS OUT				
-49300-720				
Fire Equipment Revolving Fund - #420	52,678	51,653	51,653.00	50,632.00
Transfer to Cap fund 415 Park Improv	55,000	55,000	55,000.00	135,000.00
Transfer to Cap fund 417 Police	35,000	55,000	55,000.00	35,000.00
Transfer to Cap fund 418 Public Works	200,000	250,000	250,000.00	210,000.00
Transfer to Cap fund 419 City Hall	30,000	90,000	90,000.00	75,000.00
Transfer for CI Bike / Walk Trail-fund capital	8,340	8,340	8,340.00	8,340.00
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660	6,660.00	6,660.00
Additional Transfer to Police Cap Fund-fund 417 for tactical gear				33,000.00
Transfer to EDA Land Acquisition Fund fund 422				140,000.00
Motek Tax Abatement-starting in 2017				
Frayn 65 LLC Tax Abatement-starting in 2017				
Transfer to 339				113,397.00
Transfer to 313 Debt Service				
Pavement Management Fund - #443	320,000	160,000	160,000.00	115,000.00
OTHER Transfers Out		86,603	86,603.00	173,206.00
TOTAL TRANSFERS OUT	707,678	763,256	763,256.00	1,095,235.00
TOTAL EXPENDITURES & TRANSFERS OUT	6,061,739	6,161,443	4,917,591.72	6,118,464.92

Resolution No. R15-075

Resolution Adopting the 2016 Airport Operating Special Revenue Fund Budget

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Airport Operating Special Revenue Fund as follows:

AIRPORT OPERATING FUND

Revenues:

Inter-governmental Revenue	\$ 21,000
Charges for Services	\$ 43,000
Other Financing Sources	<u>200</u>
Total Revenues	<u>\$ 64,200</u>

Expenditures:

Supplies	\$ 38,400
Other Services and Charges	22,800
Transfer to Airport Capital Fund	<u>3,000</u>
Total Expenditures	<u>\$ 64,200</u>

Adopted this 7th day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
Airport Operating Fund Budget Report - Fund #211
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	2015 Actual as of <u>10/31/15</u>	Actual <u>2014</u>
REVENUES:				
County Reimbursement				0.00
Grants and Aids - State Maintenance Reimb	21,000	21,000	24,733.00	22,958.40
TOTAL INTERGOVERNMENTAL	21,000	21,000	24,733.00	22,958.40
Lease and Tiedown Fees	9,000	9,000	9,699.04	9,306.64
Agricultural Land Lease				
Airplane Fuel Sales	34,000	50,000	32,292.17	38,476.00
Sale of service & supplies				
TOTAL CHARGES FOR SERVICES	43,000	59,000	41,991.21	47,782.64
OTHER FINANCING SOURCES				
Interest Earnings	200	500		425.74
General Fund Transfer In				
TOTAL OTHER FINANCING SOURCES	200	500	0.00	425.74
TOTAL REVENUES AND TRANSFERS IN	64,200	80,500	66,724.21	71,166.78
EXPENDITURES:				
Supplies:				
Miscellaneous Operating Supplies	500	500	121.78	346.12
Gasoline/Fuel/Lubricants/Additives	1,200	1,200	0.00	203.50
Maintenance Supplies				
Repairs and Maintenance Supplies - Vehicles/Equipment	1,500	1,500	6.36	422.68
Signs	150	150	0.00	0.00
Repairs and Maintenance Supplies - Structures	250	250	402.39	51.22
Repairs and Maintenance Supplies - Infrastructure	2,500	2,500	1,203.39	3,162.99
Airplane Fuel Purchased	32,300	46,000	30,866.38	33,713.31
Pop Purchased				
Total Supplies	38,400	52,100	32,600.30	37,899.82
Other Services and Charges				
Miscellaneous Professional Services				
Legal Fees	250	250		
Telephone/Cellular Phones	1,750	1,500	1,249.45	1,347.05
Travel/Meals/Lodging	500	500		588.11
Mileage Reimbursement				
Legal Notices/Ordinance Publishing	100	100	3.62	
Insurance	4,300	5,000	3,095.59	4,199.28
Electric Utilities	6,800	6,800	4,046.45	5,972.32
Repairs and Maintenance - Buildings	750	750	390.78	132.85
Repairs and Maintenance - Airstrip	5,000	5,000	22,109.08	2,864.09
Repairs and Maintenance - Vehicles/Equipment	1,000	1,000		465.91
Maintenance Contracts - Machinery/Equipment	0	0		
Miscellaneous	2,000	3,000	1,554.39	1,977.69
Uncollectible Account Expense			392.40	
Dues and Subscriptions	150	300	150.00	234.70
Sales and Use Tax				
Schools and Meetings	200	300	195.00	335.00
Other Contracted Services				
Total Other Services and Charges	22,800	24,500	33,186.76	18,117.00
Capital Outlay - Heavy Equipment	0	0		
Total Operating Expenditures	61,200	76,600	65,787.06	56,016.82
Airport Capital Project Fund - #444	3,000	3,900		15,000.00
TOTAL TRANSFERS OUT	3,000	3,900	0.00	15,000.00
TOTAL EXPENDITURES & TRANSFERS OUT	64,200	80,500	65,787.06	71,016.82
NET INCREASE (DECREASE) IN FUND BALANCE	0.00	0.00	937.15	149.96

Resolution No. R15-076

Resolution Adopting the 2016 Debt Service Fund Budget

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Debt Service Fund as follows:

DEBT SERVICE FUND

Revenues:

Property taxes	\$ 627,640
Special Assessments	\$ 496,475
Other Financing Sources	<u>\$ 500</u>
Total Revenues	<u>\$1,124,615</u>

Expenditures:

Principal	\$ 1,582,168
Interest	187,586
Fiscal Agent Fees	<u>2,268</u>
Total Expenditures	<u>\$ 1,772,022</u>

*Note—planned budgeted draw down of fund balance.

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

Adopted this 7th day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE

Debt Service Fund

Proposed 2016 Budget Request

Sub Fund #	Total Proposed Budget 2016	Industrial Park Bonds 313	Refunding Bonds 2010 314	Opportunity Blvd Bonds 315	2011	2012	2007	2009	City Hall Bonds 340	2011	2014	2015
					Street Imp Bonds 316	Street Imp Bonds 393	Street Imp Bonds 337	Street Imp Bonds 339		Parkwood Bonds 373	Street Imp Bonds 372	Street Imp Bonds 372
PROPERTY TAX												
31010	Current	627,640				139,200	-	110,400	378,040			
31020	Delinquent	-										
31050	Tax Increment	-										
TOTAL PROPERTY TAX		627,640	-	-	-	139,200	-	110,400	378,040	-	-	-
SPECIAL ASSESSMENTS												
36100	Prepaid	-										
36101/36102	Principal, Int & Penalties	496,475	59,595		95,423	56,842	89,010	41,605		98,000	56,000	
TOTAL SPECIAL ASSE		496,475	59,595	-	95,423	56,842	89,010	41,605	-	98,000	56,000	
INTERGOVERNMENTAL												
	Municipal State Aid	-										
	Market Value Homestead	-										
TOTAL INTERGOVERN		-	-	-	-	-	-	-	-	-	-	-
OTHER FINANCING SOURCES												
36210	Interest Earnings	500				500						
36230	Donations	-										
39310	Bond Proceeds	-										
TOTAL OTHER FINAN		500	-	-	-	500	-	-	-	-	-	-
204-39200	General Fund Transfer In	-										
TOTAL TRANSFERS II		-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES AND		1,124,615	59,595	-	95,423	196,542	89,010	152,005	378,040	-	98,000	56,000
Debt Service												
	Principal	1,582,168	235,000	58,511	80,924	131,099	210,000	142,338	151,702	355,000	60,000	90,000
	Interest	187,586	1,586	5,873	1,927	3,121	33,000	10,405	24,209	42,950	8,783	27,106
	Other Fees	2,268	450	450			468	450	450			
Total Debt Service Expe		1,772,022	237,036	64,834	82,851	134,220	243,468	153,193	176,361	397,950	68,783	117,106
Revenues over (under) expense		(647,407)	(237,036)	(5,239)	(82,851)	(38,797)	(46,926)	(64,183)	(24,356)	(19,910)	(68,783)	(19,106)

* Planned draw on fund balance

Resolution No. R15-077

Resolution Adopting the 2016 Capital Funds Budget

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Capital Funds as follows:

CAPITAL FUNDS

Revenues:

Charges for Services	\$ 51,860
Special Assessments	\$ 11,861
Intergovernmental	\$579,000
Other Financing Sources	\$ 1,792,500
Transfers In	<u>\$ 722,678</u>
Total Revenues	<u>\$ 3,157,899</u>

Expenditures:

Capital Outlay	\$3,705,950
Transfer Out	<u>115,000</u>
Total Expenditures	<u>\$ 3,820,950</u>

*Note—planned budgeted draw down of fund balance.

Adopted this 7th day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

**CITY OF CAMBRIDGE
Capital Fund
Proposed 2016 Budget Request**

<u>ib Fund #</u>	<u>Total Proposed Budget 2016</u>	<u>Water Treatment Fund 401</u>	<u>Park Improv Fund 415</u>	<u>Police Capital Fund 417</u>	<u>Public Works Capital Fund 418</u>	<u>City Hall Capital Fund 419</u>	<u>Fire Dept Capital Fund 420</u>	<u>2016 Street Improv Capital Fund 424</u>	<u>444 Airport Capital Fund 444</u>	<u>Pavement Mgmt Fund 443</u>
SPECIAL ASSESSMENTS										
36100	-									
36101/36102	11,861									11,861
	-									
	11,861									11,861
TOTAL SPECIAL ASSESSMENTS										
CHARGES FOR SERVICE										
Township Fire Contracts/School Dist Contract	51,860			16,640			35,220			
INTERGOVERNMENTAL										
State Aid	444,000							444,000		
Federal Aid	135,000								135,000	
	-									
	579,000							444,000	135,000	
TOTAL INTERGOVERNMENTAL										
OTHER FINANCING SOURCES										
36210	1,500						500			1,000
36230	500						500			
3xxxx	1,777,000							1,777,000		
3xxxx	3,500			3,500						
3xxxx	10,000			10,000						
	-									
	1,792,500			13,500			1,000	1,777,000		1,000
TOTAL OTHER FINANCING SOURCES										
Transfer In from other fund	15,000								15,000	
34-39203	-									
VX-39203	707,678		70,000	35,000	200,000	30,000	52,678			320,000
	-									
	722,678		70,000	35,000	200,000	30,000	52,678		15,000	320,000
TOTAL TRANSFERS IN										
	-									
	3,157,899		70,000	65,140	200,000	30,000	88,898	2,221,000	150,000	332,861
TOTAL REVENUES AND TRANSFERS IN										
Capital Outlay										
Admin Computer	2,500					2,500				
Finance Computer and Laserfiche upgrades	17,500					17,500				
Community Development	-									
Park Updates	30,000		30,000							
Bike Trail Maintenance	15,000		15,000							
Snowmobile for ski trails	-									
Computer Replacement & Office Equipment	10,000			10,000						
Squad Replacement	49,000			49,000						
Squad Computer Replacement/Interview Room AV	7,500			7,500						
Emergency Operations Center	6,000			6,000						
Crosswind Sweeper Replacement	200,000				200,000					
Backhoe Replacement	50,000				50,000					
Mechanic Shop Upgrade	24,000				24,000					
Airport Projects	170,000								170,000	
Fire Dept Air Tank Replacement	9,700						9,700			
Fire Dept Tanker/Pumper	275,000						275,000			
2016 Street Improv Project (excluding utilities)	2,221,000							2,221,000		
Overlays	448,750									448,750
Crack Sealing	50,000									50,000
Seal Coating	120,000									120,000
	-									
	3,705,950		45,000	72,500	274,000	20,000	284,700	2,221,000	170,000	618,750
Total Capital Outlay										
Transfers out	115,000	100,000			15,000					
Total Expenditures and Transfers Out	3,820,950	100,000	45,000	72,500	289,000	20,000	284,700	2,221,000	170,000	618,750
Revenues over (under) expense	(663,051)	(100,000)	25,000	(7,360)	(89,000)	10,000	(195,802)	-	(20,000)	(285,889)

* Planned draw on fund balance

Resolution No. R15-078

Resolution Adopting the 2016 Enterprise Funds Operating Budgets

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, as follows:

- 1) That the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Water Utility Fund as follows:

WATER UTILITY FUND

Revenues:

Operating Revenues	\$1,614,925
Other Revenues	20,000
Transfers In	<u>100,000</u>
Total Revenues	<u>\$1,734,925</u>

Expenses:

Operating Expenses including depreciation of \$700K	\$1,523,606
Other Expenses includes debt service P&I	1,226,226
Transfer Out	<u>12,500</u>
Total Expenses	<u>\$2,762,332</u>

- 2) That the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Wastewater Utility Fund as follows:

WASTEWATER UTILITY FUND

Revenues:

Operating Revenues	\$2,198,151
Other Revenues	<u>75,000</u>
Total Revenues	<u>\$2,263,151</u>

Expenses:

Operating Expenses including depreciation of \$1,295,000	\$2,519,535
Other Expenses includes debt service P&I	\$984,466
Transfers to Other Funds	<u>\$37,500</u>
Total Expenses	<u>\$3,541,501</u>

- 3) That the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Storm Water Fund as follows:

STORM WATER FUND

Revenues:

Operating Revenues	\$326,000
Other Revenues	<u>0</u>
Total Revenues	<u>\$326,000</u>

Expenses:

Operating Expenses [including depreciation of \$355K]	\$366,750
Other Expenses [includes debt service P&I]	<u>254,654</u>
Total Expenses	<u>\$621,404</u>

- 4) That the annual budget of the City of Cambridge for the fiscal year beginning January 1, 2016, is hereby adopted for the Municipal Liquor Store Fund as follows:

MUNICIPAL LIQUOR STORE FUND

Revenues:

Operating Revenues	\$5,022,318
Other Revenues	<u>5,854</u>

Total Revenues	<u>\$5,028,172</u>
Expenses:	
Operating Expenses [including depreciation of \$50,000]	\$824,947
Cost of Goods Sold	3,803,225
Operating Transfers	<u>400,000</u>
Total Expenses	<u>\$5,028,172</u>

Adopted this 7th day of December, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
Water Utility Fund Budget Report - Fund #601
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	2015 Actual as of <u>10/26/2015</u>	Actual <u>2014</u>
REVENUES				
Charges for Services:				
Metered Water Sales	1,554,925	1,517,000	1,248,545.89	1,528,766.22
Sales of Meters and Supplies	10,000	5,000	27,368.00	18,173.00
Penalties & Other Revenue	60,000	60,000	47,126	68,007
Other Financing Sources:				
Interest Earnings	10,000	500	-	57,210.77
Other Financing Sources	-	-	739.18	(40,182.89)
Transfers In from Other Funds	100,000	100,000	87,500	100,000
TOTAL REVENUES	<u>1,734,925</u>	<u>1,682,500</u>	<u>1,323,779.00</u>	<u>1,731,973.73</u>
EXPENSES				
Personal Services	405,706	400,553	273,918.46	329,295.56
Supplies	103,500	103,500	92,083.71	79,841.59
Other Services and Charges	314,400	225,200	148,148.24	183,345.87
Other Financing Uses:				
Depreciation	700,000	700,000	-	689,485.16
Other Financing Uses	450	450	450.00	24,108.65
Debt Service:				
Principal	977,905	783,102	-	-
Interest	209,871	240,298	228,603	323,395
Capital Outlay	38,000	79,000	-	-
Transfers to Other Funds	12,500	12,500	12,500.00	12,500
TOTAL EXPENSES	<u>2,762,332</u>	<u>2,544,603</u>	<u>755,703.37</u>	<u>1,641,972.19</u>
	<u>(1,027,407)</u>	<u>(862,103)</u>	<u>568,075.63</u>	<u>90,001.54</u>

CITY OF CAMBRIDGE

Water Utility Fund Budget Report - Fund #601

Proposed 2016 Budget Request

		Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	2015 Actual as of <u>10/26/2015</u>	Actual <u>2014</u>
37110	Metered Water Sales	1,554,925	1,517,000	1,248,545.89	1,528,766.22
37120	Sales of Meters and Supplies	10,000	5,000	27,368.00	18,173.00
37160	Penalties/Reading Charges/etc.	35,000	35,000	27,009.11	41,168.15
37165	Certification Penalty			375.00	1,425.00
37170	Other Revenue	25,000	25,000	19,741.82	25,413.48
	TOTAL CHARGES FOR SERVICES	1,624,925	1,582,000	1,323,039.82	1,614,945.85
Personal Services					
49400-101	Salaries - Full-time	255,626	258,217	189,249.40	224,858.55
49400-102	Overtime - Full-time	15,000	15,000	4,512.82	15,472.61
49400-104	Salaries - Temporary/Seasonal	5,574	5,598	2,991.84	4,447.64
49400-121	PERA - Employer Share	21,277	19,830	14,532.16	17,095.70
49400-122	FICA/Medicare - Employer Share	22,129	20,655	14,659.04	17,674.40
49400-131	Medical/Dental/Life Employer Share	54,423	52,577	41,937.94	44,663.80
49400-132	Longevity	13,064	11,776		
49400-133	Deductible Contribution	4,600	4,600	1,167.69	144.07
49400-154	HRA/Flex Fees	300	300	214.12	247.74
49400-151	Workers' Compensation Insurance	13,713	12,000	4,653.45	4,691.05
	Total Personal Services	405,706	400,553	273,918.46	329,295.56
Supplies					
49400-200	Water Lab Supplies	4,000	4,000	2,362.09	2,346.00
49400-201	Office Supplies	1,000	1,000	302.61	580.41
49400-204	Stationary, Forms and Envelopes	1,000	1,000	1,057.03	1,000.00
49400-210	Operating Supplies	15,000	15,000	6,221.28	12,041.60
49400-212	Gasoline/Fuel/Lubricants/Additives	10,000	10,000	3,790.30	7,398.76
49400-213	Operating Supplies - Plant Equipment	500	500	130.50	174.00
49400-216	Water Treatment Chemicals	40,000	40,000	37,728.47	30,170.74
49400-217	Testing	500	500		
49400-221	Maintenance and Repair Supplies - Vehicles	5,000	5,000	1,935.92	918.28
49400-227	Utility System Maintenance Supplies	500	500		
49400-240	Small Tools and Minor Equipment	6,000	6,000	1,048.35	4,886.45
49400-270	Meters and Repairs	20,000	20,000	37,507.16	20,325.35
	Total Supplies	103,500	103,500	92,083.71	79,841.59
Other Services and Charges					
49400-304	Professional Services	5,000	5,000	2,152.28	5,183.33
49400-306	GIS Project Contract	8,000	8,000	334.50	4,055.92
49400-310	Gopher State One Call	1,000	1,000	906.83	1,036.14
49400-313	Marco				438.00
49400-321	Telephone	6,000	6,000	4,620.21	5,391.55
49400-322	Postage	6,500	6,500	6,112.50	5,926.72
49400-331	Travel/Meals/Lodging	1,000	1,000	995.86	
49400-334	Mileage Reimbursement	200	200	166.75	
49400-340	Advertising	500	500	761.68	694.98
49400-351	Legal Notices/Publications	500	500	111.84	
49400-360	Insurance and Bonds	22,000	22,000	17,996.73	18,757.64
49400-381	Electric Utilities	95,000	95,000	58,600.57	85,174.49
49400-382	Water/Wastewater Utilities	1,200	1,200	965.00	1,110.37
49400-383	Gas Utilities-Water Plant	9,000	9,000	2,971.28	7,470.80
49400-404	Repairs and Maintenance - Vehicles	3,000	3,000		1,770.00
49400-406	Repairs and Maintenance - Pumphouse and Wells	28,000	18,000	9,766.62	11,223.64
49400-407	Repairs and Maintenance - Hydrants	10,000	4,500	4,168.72	2,209.59
49400-408	Repairs and Maintenance - Water System	10,000	8,000	11,455.30	11,136.80
49400-409	Maintenance Contracts - Office Equipment	500	500		392.58
49400-410	Well Protection Plan	5,000	5,000		
49400-415	Automatic Meter Read Project	75,000			

CITY OF CAMBRIDGE

Water Utility Fund Budget Report - Fund #601

Proposed 2016 Budget Request

		Proposed Budget 2016	Adopted Budget 2015	2015 Actual as of 10/26/2015	Actual 2014
49400-430	Miscellaneous	500	500		52.28
49400-432	Credit Card Fees	12,500	12,500	14,508.53	12,578.17
49400-433	Dues and Subscriptions	1,000	1,000	611.33	1,225.93
49400-440	Meetings and Schools	2,000	2,500	1,315.00	1,128.90
49400-441	DNR Department of Health Fees	5,000	5,000	2,908.54	1,221.54
49400-489	Contractual Services	6,000	8,800	6,718.17	5,166.50
Total Other Services and Charges		314,400	225,200	148,148.24	183,345.87
TOTAL OPERATING EXPENSES		823,606	729,253	514,150.41	592,483.02
Operating margin		801,319	852,747	808,889.41	1,022,462.83
Depreciation -					
49400-420	Depreciation	700,000	700,000	-	689,485.16
Other -					
36101-000	Special Assessments			739.18	1,970.42
36210-000	Interest Earnings	10,000	500		57,210.77
601-39311	Bond Premium				(50,708.45)
39700-000	Bond Discount & Issue Costs			(3,789.41)	(23,658.65)
49400-620	Fiscal Fees on Debt	(450)	(450)	(450.00)	(450.00)
49400-615	Interest Expense--2001 PFA	(33,089)	(36,141)	(36,140.31)	(40,815.86)
49400-619	Interest Expense--2005 Water Treatment	(118,100)	(137,940)	(136,710.06)	(259,282.34)
49400-631	Interest Expense--2011 Street Debt	(5,994)	(6,808)	(6,807.03)	(7,919.16)
49400-632	Interest Expense--2012 Street Debt	(6,864)	(7,363)	(7,362.35)	(8,216.76)
49400-627	Interest Expense--2007 Street Debt	(4,090)	(4,749)	(4,748.88)	(7,903.63)
49400-xxx	Interest Expense--2014 Bond	(23,902)	(24,710)	(24,709.56)	3,899.81
49400-xxx	Interest Expense--2015 Bond	(17,832)	(22,329)	(8,335.36)	
49400-618	Interest Expense--2010 Bond (prior 2004 & 2008)		(258)		(3,157.42)
49400-616	Interest Expense--2003 Bond				
TOTAL OTHER FINANCING SOURCES (USES)		(200,321)	(240,248)	(228,313.78)	(339,031.27)
		(99,002)	(87,501)	580,575.63	(6,053.60)
OPERATING TRANSFERS					
39102	Gain/Loss on disposal of f/a				
39203	Trf in Water Area fund for well #8 & water twr land				
39203	Transfers from water treatment fund/water area	100,000	100,000	100,000.00	100,000.00
39700	Capital Contributions				8,555.14
49400-720	Transfers To General Fund	(12,500)	(12,500)	(12,500.00)	(12,500.00)
NET INCOME [LOSS] PRIOR TO BALANCE SHEET ACTIVITY		(11,502)	(1)	668,075.63	90,001.54
BUDGETED BALANCE SHEET ACTIVITY					
601-22540	Bond Proceeds				
601-16xxx	Pump Replacements	(23,000)	(33,000)		
	Variable Frequency Drive Replacement	(15,000)			
	Pick-up truck		(46,000)		
	Principal on 2004 Bond/2010 Refunding	-	(61,144)		
	Principal on 2007 Bond		(56,919)		
	Principal on 2011 Bond (old 2006, 2001)	(104,318)	(104,317)		
	Principal on 2012 Bond	(42,722)	(42,722)		
	Principal on 2001 PFA Debt	(123,000)	(118,000)		
	Principal on 2014 Bond	(135,000)			
	Principal on 2015 Bond	(42,105)			
	Principal on Water Treatment Plant	(381,260)	(320,000)		
	Other minor capital	(9,500)	(6,000)		
	Truck Crane Replacement		(74,000)		
	Rehab Old Water Tower (State Hospital)	(140,000)			
TOTAL OTHER BUDGETED BALANCE SHEET ACTIVITY		(1,015,905)	(862,102)	-	-

CITY OF CAMBRIDGE
Water Utility Fund Budget Report - Fund #601
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	2015 Actual as of <u>10/26/2015</u>	Actual <u>2014</u>
<i>SSJ AFTER BUDGETED BALANCE SHEET ACTIVITY</i>	(1,027,407)	(862,103)	668,075.63	90,001.54
<i>Transfer \$100,000 from water area fund for 3 years to assist with debt service.</i>				

CITY OF CAMBRIDGE
Wastewater Utility Fund Budget Report - Fund #602
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/26/2015</u>	Actual <u>2014</u>
<i>BUDGET SUMMARY -</i>				
<i>REVENUES</i>				
Charges for Services:				
Sewer charges	2,198,151	2,195,235	1,605,753.58	2,187,666.46
Connection Charges	-	-	198,887.50	228,436.50
Other Charges for Services	35,000	25,000	29,273.37	49,535.38
Other Financing Sources:				
Bond Proceeds	-	-		
Interest Earnings	30,000	10,000	213.52	54,860.43
Other Financing Sources	-	500	739.19	1,970.43
TOTAL REVENUES	2,263,151	2,230,735	1,834,867.16	2,522,469.20
<i>EXPENSES</i>				
Personal Services	691,685	667,000	501,575	601,591
Supplies	176,000	175,500	92,650	119,022.56
Other Services and Charges	356,850	370,850	189,166	403,522.16
Other Financing Uses:				
Depreciation	1,295,000	1,293,333	-	828,497.96
Other Financing Uses			11,181.41	-
Debt Service:				
Principal	769,640	732,539	-	-
Interest	138,926	155,841	81,873.25	83,032.02
Capital Outlay	75,900	44,900	-	-
Transfers to Other Funds net transfers in	37,500	37,500	37,500	37,500
TOTAL EXPENSES	3,541,501	3,477,463	913,945.85	2,073,165.53
NET INCOME [LOSS]	(1,278,350)	(1,246,728)	920,921.31	449,303.67

CITY OF CAMBRIDGE
Wastewater Utility Fund Budget Report - Fund #602
Proposed 2016 Budget Request

		Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/26/2015</u>	Actual <u>2014</u>
37210-000	Sewer Charges	2,198,151	2,195,235	1,605,753.58	2,187,666.46
37250-000	Connection Fees			198,887.50	228,436.50
37260-000	Penalties/etc.	35,000	25,000	29,273.37	41,156.56
37270-000	Other Charges for Services				
	TOTAL CHARGES FOR SERVICES	<u>2,233,151</u>	<u>2,220,235</u>	<u>1,833,914.45</u>	<u>2,457,259.52</u>
<i>Personal Services</i>					
49450-101	Salaries - Full-time	441,068	425,328	324,681.05	401,613.95
49450-102	Overtime - Full-time	21,000	21,000	12,931.08	23,975.53
49450-104	Salaries - Temporary/Seasonal	11,148	11,196	9,469.00	6,717.73
49450-121	PERA - Employer Share	35,745	34,495	25,381.24	30,515.74
49450-122	FICA/Medicare - Employer Share	37,313	36,042	25,930.92	31,254.30
49450-131	Medical/Dental/Life Employer Share	97,016	93,725	77,480.61	78,482.66
49450-132	Longevity	14,535	13,617		
49450-133	Deductible Contribution	8,200	8,200	5,353.23	7,873.52
49450-151	Workers' Compensation Insurance	25,160	22,897	19,949.69	20,695.08
49450-154	HRA/Flex Fees	500	500	398.31	462.32
	Total Personal Services	<u>691,685</u>	<u>667,000</u>	<u>501,575.13</u>	<u>601,590.83</u>
<i>Supplies</i>					
49450-200	Laboratory Supplies & Replacement	15,000	20,000	13,338.74	14,279.91
49450-201	Office Supplies	500	500	523.61	689.05
49450-204	Stationary, Forms and Envelopes	1,500	2,300	1,057.04	1,072.97
49450-210	Miscellaneous Operating Supplies	7,000	7,000	4,794.44	7,445.70
49450-212	Gasoline/Fuel/Lubricants/Additives	10,000	12,000	5,858.62	10,984.87
49450-213	Operating Supplies - Plant Equipment	1,000	1,000	130.50	174.00
49450-214	Operating Supplies - Vehicles				
49450-216	Wastewater Treatment Chemicals	118,000	109,700	50,945.81	59,753.61
49450-217	Testing	11,000	11,000	6,941.00	10,684.25
49450-221	Maintenance and Repair Supplies - Vehicle:	5,000	5,000	5,092.57	8,458.60
49450-240	Small Tools and Minor Equipment	7,000	7,000	3,967.95	5,479.60
	Total Supplies	<u>176,000</u>	<u>175,500</u>	<u>92,650.28</u>	<u>119,022.56</u>
<i>Other Services and Charges</i>					
49450-304	Professional Services	7,000	7,000	5,441.44	12,738.06
49450-306	GIS Project Consulting	8,000	8,000	334.50	4,055.92
49450-310	Gopher State One Call	1,000	1,500	906.82	1,036.11
49450-313	Marco IT				438.00
49450-321	Telephone	5,000	5,000	1,860.83	2,924.17
49450-322	Postage	4,000	4,500	6,112.50	5,766.54
49450-331	Travel/Meals/Lodging	1,000	1,000	499.67	850.80
49450-334	Mileage Reimbursement	200	200		
49450-340	Advertising	150	150		589.68
49450-360	Insurance and Bonds	34,000	34,000	32,655.71	32,712.19
49450-381	Electric Utilities	120,000	120,000	75,272.28	142,891.28

CITY OF CAMBRIDGE
Wastewater Utility Fund Budget Report - Fund #602
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/26/2015</u>	Actual <u>2014</u>	
49450-382	Water/Wastewater	3,000	3,000	2,265.80	3,125.27
49450-383	Gas Utilities	20,000	25,000	19,355.60	28,595.16
49450-385	Power Lift Stations	15,000	18,000	11,318.45	15,426.73
49450-402	Repairs and Maintenance - Sanitary Sewer	5,000	5,000	79.78	325.47
49450-404	Repairs and Maintenance - Vehicles/Equipn	5,000	5,000		7,416.37
49450-406	Repairs and Maintenance - Plant	30,000	30,000	14,081.30	40,119.84
49450-407	Repairs and Maintenance - Lift Stations	7,000	7,000	3,512.01	4,113.13
49450-408	Repairs and Maintenance - Other Equipment				7,529.77
49450-409	Maintenance Contracts - Office Equipment	1,000	1,000		1,177.76
49450-430	Miscellaneous	1,000	1,000	10.00	393.68
49450-431	Facility Study				
49450-433	Dues and Subscriptions	2,000	1,000	1,905.13	1,999.14
49450-440	Meetings and Schools	2,500	2,500	1,887.00	1,418.90
49450-441	MPCA Fees	10,000	10,000	7,925.00	
49450-489	Contractual Services	75,000	81,000	3,741.96	87,878.19
Total Other Services and Charges		<u>356,850</u>	<u>370,850</u>	<u>189,165.78</u>	<u>403,522.16</u>
TOTAL OPERATING EXPENSES		<u>1,224,535</u>	<u>1,213,350</u>	<u>783,391.19</u>	<u>1,124,135.55</u>
Operating margin		1,008,616	1,006,885	1,050,523.26	1,333,123.97
Depreciation -					
49450-420	Depreciation	1,295,000	1,293,333	-	828,497.96
Other -					
36102-000	Special Assessments		500	739.19	1,970.43
36210-000	Interest Earnings	30,000	10,000	213.52	54,860.43
39700-000	Capital Contributions (i.e. Developer's)				8,378.82
602-33160	PSIG Grant				1,106,719.99
602-39311	Bond Premium				
39102	Gain/Loss on Disposal				
49450-617	Bond Discount				(1,896.25)
49450-619	Bond Issue Costs			(1,705.17)	(2,140.47)
49450-XXX	Interest Expense--2016 Revenue Bonds	(7,635)			
49450-XXX	Interest Expense--2015 Revenue Bonds	(8,023)	(15,996)	(3,750.77)	(3,743.17)
49450-XXX	Interest Expense--2014 Revenue Bonds	(10,816)	(11,182)	(11,181.41)	
49450-627	Interest Expense--2007 Revenue Bonds	(3,715)	(4,313)	(4,312.83)	(7,177.92)
49450-623	Interest Expense--2005 Xylite Bonds		(170)	(661.63)	(1,879.41)
49450-610	Interest Expense--2013 WWTF Rehab Bonc	(108,000)	(115,000)	(67,902.93)	(61,734.81)
49450-613	Interest Expense--2011/2001 Revenue Bonc	(3,186)	(3,433)	(3,433.20)	(3,778.08)
49450-614	PFA Loan of 1992				
49450-611	2010 Ref (2004) Wastewater Revenue Bonds		(184)		(2,253.56)
49450-632	2012 WW Bonds	(5,186)	(5,563)	(5,562.66)	(6,208.24)
49450-619	2003 Wastewater Revenue Bonds				
TOTAL OTHER FINANCING SOURCES (USES)		<u>(116,561)</u>	<u>(145,341)</u>	<u>(97,557.89)</u>	<u>1,081,117.76</u>
Income / Loss before Transfer		<u>(402,945)</u>	<u>(431,789)</u>	<u>952,965.37</u>	<u>1,585,744</u>
49450-720	Transfer to General Fund for services	(37,500)	(37,500)	(37,500.00)	(37,500.00)
49450-720	Transfer to Other Funds -WIF				
Total Transfers From (To) Other Funds		<u>(37,500.00)</u>	<u>(37,500.00)</u>	<u>(37,500.00)</u>	<u>(37,500.00)</u>
INCOME [EXPENSE] BEFORE BALANCE SHEET ACTIVITY		<u>(440,445)</u>	<u>(469,289)</u>	<u>915,465.37</u>	<u>1,548,243.77</u>

CITY OF CAMBRIDGE
Wastewater Utility Fund Budget Report - Fund #602
Proposed 2016 Budget Request

	Proposed Budget 2016	Adopted Budget 2015	Actual as of 10/26/2015	Actual 2014
<i>BALANCE SHEET ACTIVITY</i>				
Bond Proceeds				
Capital Outlay:				
Grandview Lift Station Rehab	(32,000)	(32,000)		
High School Lift Station Rehab				
Influent Pump Replacement				
Sludge Pump Replacement				
Truck Replacement	(35,000)			
Lab Equipment	(8,900)	(8,900)		
Rehab Lift Station Controls		(4,000)		
Principal Paid on Debt Service:				
2013 PFA Bonds	(580,000)	(552,595)		
2007 Wastewater Revenue Bonds	(50,816)	(51,692)		
2005 Xylite Bonds	(19,496)	(20,000)		
2010/2004 Wastewater Revenue Bonds		(43,641)		
2012 Wastewater Revenue Bonds	(32,278)	(32,278)		
2014 Wastewater Revenue Bonds	(35,769)			
2015 Wastewater Revenue Bonds	(18,946)			
2011/2001 Wastewater Revenue Bonds	(32,335)	(32,333)		
TOTAL OTHER BUDGETED BALANCE SHEET ACTIVITY	(845,540)	(777,439)	-	-
Net Income (Loss) After Balance Sheet Activity	(1,285,985)	(1,246,728)	915,465.37	1,548,243.77

CITY OF CAMBRIDGE
Storm Water Utility Fund Budget Report - Fund #603
Proposed 2016 Budget Request

	<u>Proposed</u> <u>Budget</u> <u>2016</u>	<u>Adopted</u> <u>Budget</u> <u>2015</u>	<u>Actual</u> <u>as of</u> <u>10/26/2015</u>	<u>Actual</u> <u>12/31/2014</u>
BUDGET SUMMARY -				
REVENUES				
Charges for Services:				
Storm Water Charges	320,000	310,000	241,292.71	316,672.73
Penalties etc.	6,000	6,000	5,214.56	7,796.48
Other Financing Sources:				
Interest Earnings	-	-	-	383.16
Other Financing Sources	-	-	-	32,561.19
TOTAL REVENUES	326,000	316,000	246,507	357,413.56
EXPENSES				
Personal Services	-	-	-	-
Supplies	500	500	-	24.59
Other Services and Charges	11,250	10,671	6,522	7,189.06
Other Financing Uses:				
Depreciation	355,000	355,000	-	359,640.86
Special Assessments				
Other Financing Uses	-	-	1,922	7,041.97
Debt Service:				
Principal	215,754	220,204	-	-
Interest	38,900	35,059	29,683	23,168
Capital Outlay	-	-	-	-
Transfers to Other Funds	-	-	-	-
TOTAL EXPENSES	621,404	621,434	38,126	397,064.83
NET INCOME [LOSS]	(295,404)	(305,434)	208,381	(39,651.27)

CITY OF CAMBRIDGE
Storm Water Utility Fund Budget Report - Fund #603
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/26/2015</u>	Actual <u>12/31/2014</u>
REVENUES (CHARGES FOR SERVICES)				
37310 Storm Water Charges	320,000	310,000	241,292.71	316,672.73
37360 Penalties	6,000	6,000	5,214.56	7,796.48
TOTAL CHARGES FOR SERVICES	326,000	316,000	246,507.27	324,469.21
OPERATING EXPENSES				
<i>Personal Services</i>				
49500-101 Salaries - Full-time	-	-	-	
49500-102 Overtime - Full-time	-	-	-	
49500-104 Salaries - Temporary/Seasonal				
49500-121 PERA - Employer Share	-	-	-	
49500-122 FICA/Medicare - Employer Share	-	-	-	
49500-131 Medical/Dental/Life Employer Share				
49500-151 Workers' Compensation Insurance	-	-	-	
Total Personal Services	-	-	-	-
<i>Supplies</i>				
49500-201 Office Supplies				
49500-204 Stationary, Forms and Envelopes	500	500		24.59
49500-210 Operating Supplies				
49500-212 Gasoline/Fuel/Lubricants/Additives				
Total Supplies	500	500	-	24.59
<i>Other Services and Charges</i>				
49500-304 Professional Services	1,500	1,500	620.00	
49500-352 Public Notice	250	75	196.56	7.51
49500-403 Repairs and Maintenance - Storm Sewer	8,000	8,000	4,266.84	4,459.97
49500-430 Miscellaneous	1,000	1,096	1,038.30	2,551.58
49500-440 Schools & Meetings	500		400.00	170.00
Total Other Services and Charges	11,250	10,671	6,521.70	7,189.06
TOTAL OPERATING EXPENSES	11,750	11,171	6,521.70	7,213.65
NET INCOME (LOSS) FROM OPERATIONS	314,250	304,829	239,985.57	317,255.56
OTHER FINANCING SOURCES (USES)				
<i>Depreciation -</i>				
49500-420 Depreciation	355,000	355,000	-	359,640.86
<i>Other -</i>				
36101-000 Special Assessments				
36210-000 Interest Earnings				383.16
603-39311 Bond Premium				
39700 Transfer IN				
39700-000 Capital Contributions (i.e. Developers)				32,561.19
				(2,163.15)
			(1,921.96)	(4,878.82)
49500-xxx Interest Expense on 2014 Street Project	(12,151)	(12,562)	(12,561.85)	(4,657.37)
49500-xxx Interest Expense on 2015 Street Project	(9,043)	(10,338)	(4,227.64)	
49500-627 Interest Expense on 2009 Street Project	(2,122)	(2,325)	(2,324.22)	(2,631.56)
49500-627 Interest Expense on 2007 Street Project	(2,989)	(3,471)	(3,470.56)	(5,776.10)
49500-622 Interest Expense--2006 Street Bonds				
49500-611 Interest Expense Revenue Bonds of 2010/2004	(4,164)	(4,728)	(4,727.13)	(5,789.06)
49500-614 Interest Expense Revenue Bonds of 2003A				
49500-XXX Interest Expense Revenue Bonds of 2016	(7,260)			
49500-623 Interest Expense on Xylite Bonds-2005		(240)	(976.82)	(2,615.99)
49500-628 Interest Expense Revenue Bonds of 2011/2008	(1,171)	(1,395)	(1,394.37)	(1,698.27)
TOTAL OTHER FINANCING SOURCES (USES)	(38,900)	(35,059)	(31,604.55)	2,734.03
NET INCOME BEFORE OPERATING TRANSFERS	(79,650)	(85,230)	208,381.02	(39,651.27)
OPERATING TRANSFERS				
49500-720 Transfers To Other Funds	-	-	-	-
NET INCOME (LOSS) BEFORE BALANCE SHEET ACTIVITY	(79,650)	(85,230)	208,381.02	(39,651.27)
BALANCE SHEET ACTIVITY				
603-22555 Bond Proceeds				
603-16xxx Capital Outlay--Street Project				
603-23130 Principal Paid on Debt Service:				
Stormwater Revenue Bonds of 2007	(40,892)	(41,597)	-	
Stormwater Revenue Bonds of 2011/2006	(29,290)	(28,512)	-	
Stormwater Revenue Bonds of 2010/2004A&2008	(41,489)	(112,200)	-	
Stormwater Bonds-Xylite	(29,244)	(25,000)	-	
Stormwater Revenue Bonds of 2014	(40,185)	-	-	
Stormwater Revenue Bonds of 2015	(21,355)			
Stormwater Revenue Bonds of 2009	(13,299)	(12,895)	-	
TOTAL BALANCE SHEET ACTIVITY	(215,754)	(220,204)	-	-
COME (LOSS) AFTER BALANCE SHEET ACTIVITY	(295,404)	(305,434)	208,381.02	(39,651.27)

CITY OF CAMBRIDGE
Liquor Fund Budget Report - Fund #610
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/31/2015</u>	Actual <u>2014</u>
BUDGET SUMMARY -				
REVENUES				
Sales	5,022,318	4,972,584	4,140,727.86	4,974,886.13
Cost of Goods Sold	(3,803,225)	(3,771,711)	(3,118,419.23)	(3,750,759.84)
Gross Profit	1,219,093	1,200,873	1,022,308.63	1,224,126.29
Other Financing Sources:				
Interest Earnings	50	50	27.53	3,691.61
Lottery Proceeds	5,304	5,304	4,874.41	3,594.76
Other Financing Sources	500	500	2,470.00	386.50
TOTAL REVENUES	1,224,947	1,206,727	1,029,680.57	1,231,799.16
EXPENSES				
Personal Services	521,452	496,314	420,581.68	478,843.77
Supplies	43,500	60,103	34,611.22	63,754.64
Other Services and Charges	209,995	203,310	171,298.14	198,238.25
Other Financing Uses:				
Depreciation	50,000	47,000	-	47,122.60
Debt Service:				
Interest	0	0	-	-
Transfers to Other Funds	400,000	400,000	400,000	429,315
TOTAL EXPENSES	1,224,947	1,206,727	1,026,491.04	1,217,274.26
NET INCOME [LOSS]	0	0	3,189.53	14,524.90

CITY OF CAMBRIDGE
Liquor Fund Budget Report - Fund #610
Proposed 2016 Budget Request

		Proposed Budget 2016	Adopted Budget 2015	Actual as of 10/31/2015	Actual 2014
SALES					
37811-000	Sales - Liquor	1,648,320	1,632,000	1,316,094.43	1,643,291.96
37812-000	Sales - Beer	2,266,440	2,244,000	1,958,040.67	2,248,469.43
37813-000	Sales - Wine	832,401	824,160	638,037.37	822,314.12
37815-000	Sales - Non-Taxable	133,926	132,600	122,597.82	135,243.89
37816-000	Sales - Taxable	142,167	140,760	106,968.60	126,091.28
37840-000	Cash Over [Short]	(936)	(936)	(1,011.03)	(524.55)
TOTAL SALES		5,022,318	4,972,584	4,140,727.86	4,974,886.13
COST OF GOODS SOLD					
49750-251	Purchases - Liquor and Wine	1,218,191	1,206,130	966,530.06	1,206,828.39
49750-252	Purchases - Beer	1,744,689	1,727,415	1,496,143.58	1,737,581.52
49750-253	Purchases-Wine	588,809	582,980	445,770.99	574,158.29
49750-259	Purchases - Miscellaneous	215,342	213,210	183,251.86	200,723.76
49750-260	Freight and Dray	31,000	31,620	25,047.14	30,572.56
49750-262	Breakage & Shrinkage	1,200	1,200	-	446.90
49750-263	Inv Price Adj	1,138	6,300		(2,598.98)
37830-000	Discounts, Deposits and Retu	2,856	2,856	1,675.60	3,047.40
TOTAL COST OF GOODS SOLD		3,803,225	3,771,711	3,118,419.23	3,750,759.84
GROSS PROFIT		24.27%	1,219,093	1,202,873	1,022,308.63
OPERATING EXPENSES					
<i>Personal Services</i>					
49750-101	Salaries - Full-Time	232,973	232,211	206,476.24	231,286.43
49750-103	Salaries - Part-Time	127,396	110,000	89,249.59	123,684.42
49750-102	Overtime - Full-time	7,000	7,377	3,081.72	6894.19
49750-106	Overtime - Part-time	7,581	8,000	6,883.12	7,701.60
49750-121	PERA - Employer Share	29,272	27,621	22,926.78	25,596.12
49750-122	FICA/Medicare - Employer S	29,858	28,174	22,792.21	27,294.72
49750-131	Medical/Dental/Life Employ	56,376	55,277	56,574.20	44,095.36
49750-132	Longevity Pay	12,348	10,696		
49750-133	Deductible Contribution	4,800	4,800	2,989.33	2,739.27
49750-153	Unemployment Compensatio	250	250	1.15	-
49750-154	HRA/Flex Fees	300	300	257.24	246.70
49750-151	Workers' Compensation	13,298	11,608	9,350.10	9,304.96
Total Personal Services		521,452	496,314	420,581.68	478,843.77
<i>Supplies</i>					
49750-201	Office Supplies	3,500	7,242	1,239.61	3,244.65
49750-210	Operating Supplies	20,000	25,831	16,457.07	26,067.46
49750-220	Maintenance and Repairs Sup	20,000	27,030	16,914.54	34,442.53
Total Supplies		43,500	60,103	34,611.22	63,754.64

CITY OF CAMBRIDGE
Liquor Fund Budget Report - Fund #610
Proposed 2016 Budget Request

	Proposed Budget <u>2016</u>	Adopted Budget <u>2015</u>	Actual as of <u>10/31/2015</u>	Actual <u>2014</u>
<i>Other Services and Charges</i>				
49750-304 Professional Services	2,500	2,000	2,859.70	4,107.30
49750-313 Marco			-	438.00
49750-321 Telephone	3,500	3,960	2,669.52	3,122.93
49750-331 Travel and Meetings	500	500	10.00	271.53
49750-334 Mileage Reimbursement	300	300	275.43	106.96
49750-340 Advertising	38,115	36,300	29,956.06	37,497.48
49750-341 Wine Tasting	3,000	3,000	2,049.71	2,786.18
49750-360 Insurance and Bonds	15,500	16,500	13,930.93	14,709.61
49750-381 Electric Utilities	27,000	26,400	18,872.36	25,432.77
49750-382 Water/Wastewater	750	770	568.17	678.95
49750-383 Gas Utilities	2,500	2,000	1,034.51	2,059.13
49750-405 Janitorial Duties	5,659	5,390	4,896.56	5,738.03
49750-413 Rental-Office Equip			390.00	
49750-430 Credit Card Fees	102,637	97,750	84,770.18	94,816.07
49750-433 Dues and Subscriptions	3,234	2,940	3,023.00	3,683.38
49750-440 Meetings and Schools	900	900	943.71	857.00
49750-489 Contract Maint	3,400	3,400	4,848.30	1,887.93
49750-453 Taxes and Licenses	500	1,200	200.00	45.00
Total Other Services and Charges	209,995	203,310	171,298.14	198,238.25
TOTAL OPERATING EXPENSES	774,947	759,727	626,491.04	740,836.66
NET INCOME [LOSS] FROM OPERATIONS	444,146	441,146	395,817.59	483,289.63
<i>OTHER FINANCING SOURCES (USES)</i>				
Depreciation -				
49750-420 Depreciation	50,000	47,000		47,122.60
Lottery Sales/Payouts -				
36220-000 Lottery Sales	88,434	88,434	62,957.40	88,117.00
49750-461 Lottery Sweep	(48,960)	(48,960)	(36,685.69)	(49,759.24)
49750-475 Lottery Paid Out	(34,170)	(34,170)	(21,397.30)	(34,763.00)
Net Lottery Proceeds	5,304	5,304	4,874.41	3,594.76
Other -				
37820-000 Machine Commissions	100	100		-
36200-000 Miscellaneous	400	400	2,470.00	386.50
36210-000 Interest Earnings	50	50	27.53	3,691.61
49750-612 Interest Expense - Lease	0	0		-
Total Other	550	550	2,497.53	4,078.11
TOTAL OTHER FINANCING SOURCES (US	5,854	5,854	7,371.94	7,673
NET INCOME [LOSS] BEFORE OPER TRANSFERS	400,000	400,000	403,189.53	443,839.90
OPERATING TRANSFERS				
49750-720 Transfer to Parks	(50,000)	(50,000)	(50,000.00)	-
49750-720 Transfer to Sr Center				(7,400.00)
49750-720 Transfer to General Fund	(350,000)	(350,000)	(350,000.00)	(421,915.00)
Total Transfers Out	(400,000)	(400,000)	(400,000)	(429,315)
NET INCOME [LOSS]	0	0	3,189.53	14,524.90

Wage Scale Cost of Living Update

The current wage scale in place for non-union City staff is proposed to be updated for a cost of living adjustment. The 2016 budget was prepared with the assumption that the scale for non-union staff would be adjusted upward by 2.0% according to the long range plan.

In a related matter, we need to make minor revisions to our non-union wage scale as a result of the change in State of MN Wage Law to \$9.00 per hour effective 8/1/2015 and \$9.50 per hour on 8/1/2016. Since we were already hiring at a rate greater than \$9.00 in 2015, the wage scale did not need to immediately be adjusted.

Since liquor store clerks have increasing demands for technology skills and customer service skills, we believe the number of pay equity points assigned to the part-time liquor store clerk position should be increased. The new point assignment will place these clerks at a pay grade level three which has a pay range of \$10.04-\$12.78 per hour in 2016. Not only will pay grade level three more accurately reflect pay equity assignment, it will also allow Northbound Liquor to be more competitive with pay when seeking new candidates.

Recommended Council Action

Effective for the first pay date in January 2016, the 2016 salary scale for non-union part-time and non-union full-time employees shall be adjusted upward for a 2.0% cost of living increase. Also part-time liquor store clerks pay grade shall be reclassified from grade two to grade three and assigned at the appropriate step.

Prepared by:

Caroline Moe
Director of Finance

Authorization to Recruit Part-Time Police Officers

Prepared By: Timothy Dwyer – Chief of Police

Request:

Staff is requesting Council authorization to begin a recruitment process to employ necessary personnel to serve as temporary part-time police officers to assist with patrol officer coverage in 2016. Sufficient funding is available to off-set these costs.

Background:

In 2014, one of our police patrol officers was injured in the performance of their policing duties. Since that time, this officer has not been able to return to their regular patrol assignment. This has created a significant strain on police department patrol operations. Since that time, day shift has been forced to operate with one Patrol Officer on duty between the hours of 6 am and 3 pm. These officers have been very busy going from call to call with little if any time for proactive policing. There back up on priority calls has been from the Chief or Detective, which take them away from their assigned duties. No back up is available on weekends. There is no vacation relief for them unless we move a night shifter to days which often leads to one car on at night.

For 2016, as your Police Chief I have examined patrol coverage needs and looked at all available possibilities. I plan to modify patrol shifts in order to provide some relief for day shift while also trying to ensure (2) car patrol coverage at night. Our newest Patrol Officer has now completed his training and I plan to assign him to work a day power shift in 2016, which will overlap both day shift rotations to provide some relief. With this said, I desperately need some help from Council in the form of Part-Time Police Officers for weekend and vacation relief coverage. Until the time we gain our full time Patrol Officer position back, we are still short 40 hours per week.

In previous years, Council has agreed to hire temporary part-time police officers to help cover shifts. In discussions with Administrator Lynda Wolfe we believe that the employment of part-time police officers is a financially sound and viable option to provide necessary patrol coverage relief. Finance Director Caroline Moe has indicated that there should be \$ 54,520 in allocated funding in 2016 to cover personnel costs for the employment of part-time police officers and the potential of some 2015 roll-over funding. She also provided a sample cost analysis for the wage and required employment costs for part-time Officers. The Police Department is requesting 36 to 40 hours of Part-Time assistance. Starting wages would be dependent on experience and availability and will affect the amount of hours available.

Council Action:

Staff requests the City Council to authorize Chief Dwyer to begin the recruitment process of a handful of currently licensed or retired experienced law enforcement officers who are interested and available to work specified days/hours as Part-Time Police Officers for the City of Cambridge with total hours not to exceed 40 per week. There currently is \$ 54,520 available in proposed 2016 funds for employment of Part-Time Police Officers if approved, and the potential of some 2015 roll-over funding. Required pre-employment testing and uniforms for these Officers would cost up to \$ 10,000, of which there is sufficient funding in 2015; a roll-over of these funds into 2016 may be required.

Authorization to Appoint Existing Sergeant to Detective/Support Services Sergeant

Prepared By: Timothy Dwyer – Chief of Police

BACKGROUND:

This past year, the Cambridge Police Department has seen a large increase in the number of criminal cases requiring intervention and action from our Detective. The types of cases we are now seeing have become much more complex and demand dedicated uninterrupted time to conduct interviews, coordinate with other agencies and prepare felony case files. With the States implementation of the MAARC (Minnesota Adult Abuse Reporting Center) and other unfunded mandates, our office has seen an influx of mandated reporting cases that consume a great deal of time. Council has discussed a second Detective, but this is just not financially possible at this time. As the Chief, I have put a great deal of thought into viable options to both assist the current Detective with their case load, as well as meeting other significant needs on the department. I have a solution that I ask you to consider today.

Currently our department has (3) Patrol Sergeants. (1) works M-F day shift, and (2) are assigned to nights. Up until recently they rotate. I stand strongly on the department's need for assistance and back up for our Detective, but also have identified the need for consistent and better supervision of our School Resource Officers and Detective. I also need a dedicated person to help me implement our Community Policing Programs and social media outlets. Detectives also need more advanced training and regular deployment of this training, if they are to effectively meet our criminal investigative and crime scene processing needs.

With this said, I am asking City Council to authorize me to appoint an existing Patrol Sergeant, of my choosing of whom I feel will most effectively fill the fore mentioned departmental needs, to the new assignment as a permanent day shift "Detective/ Support Services Sergeant". I am simply taking the existing day shift Patrol Sergeant spot and re-assigning the duties and responsibilities to meet the current needs of the department. There is no additional pay or costs associated with this at this time. I have prepared a new job description per say for the Detective & Support Services Sergeant Assignment and this is attached for your review. In summary, here is the primary objective of this new assignment:

Under the direction of the Chief of the Police, this Sergeant will be permanently assigned to day shift serving as a Detective and the first line supervisor responsible for the oversight, direction, and control of the Investigative, Support Service, and Community Policing functions of the Police Department. Their duties shall include the direct supervision of the Detective, School Resource Officers and related support personnel. This Sergeant will handle a variety of law enforcement and community policing activities with primary emphasis on criminal investigations, crime scene processing, and overall case and evidentiary

management; they will work directly with the Chief of Police to carry out our community policing, crime prevention, and social media programs, actively participating in such activities. They may be asked to provide back up support for day shift uniformed patrol personnel and will serve as second in command in the absence of the Chief.

COUNCIL ACTION:

Authorization for Chief Dwyer to appoint an existing Patrol Sergeant of his choosing to a new permanent assignment as a Detective / Support Services Sergeant. This assignment will meet the existing operational needs of the department in the areas of criminal investigations, better supervision of support services, and more proactive community policing and social media efforts. There are currently no additional costs associated with this re-assignment. There will be no interruptions in patrol coverage with the addition of a day power shift and potential part-time officer assistance.

Attachment: Detective & Support Services Sergeant Assignment – Duties & Responsibilities

**Detective & Support Services Sergeant
Assignment**

Position: Sergeant
Assignment: Investigative / Support Services / Community Policing

Supervisor: Chief of Police
FLSA Status: Non-Exempt
Union Status: Non-Union
Work Schedule: Permanent days with additional shifts as assigned
Benefits: Full Time Benefits
Pay Grade: 14

PRIMARY OBJECTIVES OF ASSIGNMENT:

Under the direction of the Chief of the Police, this Sergeant will be permanently assigned to day shift serving as a Detective and the first line supervisor responsible for the oversight, direction, and control of the Investigative, Support Service, and Community Policing functions of the Police Department. Their duties shall include the direct supervision of the Detective, School Resource Officers and related support personnel. This Sergeant will handle a variety of law enforcement and community policing activities with primary emphasis on criminal investigations, crime scene processing, and overall case and evidentiary management; they will work directly with the Chief of Police to carry out our community policing, crime prevention, and social media programs, actively participating in such activities. They may be asked to provide back up support for day shift uniformed patrol personnel and will serve as second in command in the absence of the Chief.

DUTIES & RESPONSIBILITIES

The following duties are intended to be illustrative of the various tasks falling within the responsibilities of the Detective/Support Services Sergeant assignment.

Supervisory Duties:

- Oversees the Investigative and Support Services Unit and will serve as the direct supervisor for the Detective and School Resource Officers. Also provides oversight of the department's community policing assignments
- Conducts scheduled weekly round table meetings with Detective, SROs, records personnel and Chief for department wide case management and to discuss SRO activities including criminal, juvenile, family service and school investigations
- Regularly performs site visits, checking in with the School Resource Officers and Detective during the course of their duties, providing assistance, back up, supervision, and support as needed
- Attends related meetings and functions with SROs and Detective and keeps the Chief informed of activities of the Investigative and Support Service Unit.

- Reviews all police reports for investigative needs and then coordinates with Patrol Team Sergeants to ensure all incidents requiring investigative follow up are assigned to appropriate personnel and tasks completed in a timely manner
- Maintains records of all assigned investigations and their status using spreadsheets and available software
- Conducts the final review of all criminal case files before submittal to the County Attorney's Office to ensure they are complete and accurate, containing all the necessary information, articulated criminal elements, statements and supporting evidence required for charges or review.
- Receives and reviews all notices and correspondences from the County Attorney's Office, assign and ensure prompt follow up, and coordinate work, dispositions, and necessary communications with the assigned prosecutor.
- Be available by phone 24 hours a day to answer procedural and operational questions from Patrol in regards to investigations.

Management of Evidence:

- Oversees the Evidence and Property Room, manages related policies and standard operating procedures, supervises the release, transfer, and chain of custody as it relates to all seized property or evidence
- Maintains, manages, copies, and disseminates all squad car, body camera, and store surveillance video evidence per department policy

Investigative Duties:

- Takes an active role in criminal investigations as a Detective, while also providing supervision, expertise, and work direction
- Routinely shares some of the investigative case load to ensure effective and efficient departmental operations
- Receives and reviews all notices and correspondences from the Department of Human Services (MAARC and related reports), conducting an initial assessment of them. They will then coordinate with proper agencies, initiate any needed investigation or assign cases as needed, ensuring proper action, follow up and documentation.
- Maintains a working knowledge of current criminal investigations and their status, providing assistance and work direction when needed
- Attends all local and regional Investigator meetings and other meetings with the County Attorney's Office and Family Services (both Adult and Child Protection). Assign personnel as needed.

- **Investigative / Administrative Coverage:**

- The Support Services Sergeant and the Detective should coordinate their time off requests so that one of them is present or available during normal business hours, unless otherwise approved by the Chief.
- The Detective and Support Services Sergeant shall equally share monthly on-call status, ensuring that one of them is always available, able and willing to answer phone calls and physically respond to crime scenes/incidents to conduct and coordinate more involved criminal investigations until their conclusion as a paid Cambridge Police Officer
- As of September 9, 2015, under the authority of the Chief of Police and Special Order # 15-01, any person wishing to serve in the day shift (now Support Services Sergeant) assignment or the Detective assignment, shall be expected to be share on-call status responsibilities to effectively meet the needs of the department. There is no additional compensation for Sergeants at this at this time.

Facilitate Community Policing & Crime Prevention Programs:

- Works side by side with the Chief of Police to carry out the department's community policing, crime prevention, and social media programs, actively participating in such activities to include:
- The implementation and management of the Police Department's social media programs including Face Book, Twitter, City web-site, and Code Red
- Serves as the main point of contact and resource for crime prevention inquiries and community policing requests, assigning follow up to officers assigned to the involved community policing sector.
- Coordinates and attends Neighborhood Watch, Business Watch, and Community meetings to address issues
- Utilizes Crime Mapping software to identify problem areas and share crime statistics with both law enforcement and the public
- Works with the Chief of Police to ensure extra patrol requests are addressed

Perform Patrol Duties:

- Routinely monitor the police radio and be available to respond to priority calls for service when other Cambridge Police Officers in need of back up or tied up for extended periods of time
- Must carry their assigned duty weapon, badge, handcuffs and one to two extra magazines and one less than lethal weapon on their person when on duty. They must have their ballistic vest immediately available to them when outside the office.

- Perform uniformed and non-uniformed patrol and traffic enforcement duties as needed or directed by the Chief

Administrative Duties:

- Available to handle administrative requests from the City Administrator or other staff when the Chief is absent. Coordination with the Chief is required
- Represents the Chief and the City at various meetings
- Conducts employee evaluations, gives work direction, coaching and discipline
- Provides supervision of Patrol Officers in the absence of a Patrol Sergeant.
- Performs any other duty as assigned by the Chief of Police or City Administrator

Training Expectations:

- It is imperative that whoever is supervising or serving as secondary detective, be well versed in crime scene processing, drafting of search warrants, interview and interrogation and criminal case law procedures.
- Additional training in areas of forensics, photography, death and sexual assault investigations and similar advanced crime scene investigator course work is expected.
- They shall participate in any training or conferences as assigned by the Chief and be willing to share this knowledge and skills with members of this department to enhance the investigative functions of the Police Department.
- Both the Detective and the Support Service Sergeant should be cross trained and able to perform each other's basic duties.
- Certification as a Crime Prevention Technician or Specialist is encouraged

**Approve Out of State Travel- Chief Dwyer to Chicago for Sgt. Machin
Graduation from NW School of Police Staff & Command**

Prepared By: Timothy Dwyer – Chief of Police

BACKGROUND:

On December 12th 2015, Sergeant Shawn Machin will be graduating from Northwestern University Center for Public Safety with honors from their School of Police Staff and Command (SPSC) graduate program. This is a great honor, one made possible by a full scholarship from NW SPSC and the support of the Cambridge City Council. As Chief of Police and a NW SPSC Alumni, I have been invited with other Chiefs from around the Country to be part of the graduation ceremonies and an alumni professional development session in Evanston, IL. My wife and I would like to attend the ceremony on behalf of the City of Cambridge, honoring the graduates and showing our support to NW for the generous scholarship opportunity they gave us.

In order to attend the graduation and an alumni professional development session, I would need to take two days of vacation and travel the 8 hours to Evanston, IL (Chicago). There would also be a hotel stay. I am asking the City Council if you would consider authorizing me to attend Sgt. Machin's graduation ceremony and alumni session on paid time in lieu of vacation, as it is work related. I am also asking permission for payment of my hotel stay, and the use of my assigned unmarked squad and gasoline expense account to make the journey to Chicago including toll fees. I would plan to cover all meals and other related expenses. Besides my wages, the estimated travel costs if we use a squad car would not exceed \$350, of which there are sufficient funds in the police department budget line items. This would increase to \$ 660 if you would prefer I use my personal vehicle with mileage reimbursement.

COUNCIL ACTION:

Request City Council authorization for Police Chief Timothy Dwyer to travel to Evanston, IL on paid city time to attend Sergeant Shawn Machin's graduation from Northwestern University School of Police Staff and Command. Request also includes authorization to use the city visa card and gasoline card to pay for Chief Dwyer's hotel stay in Evanston, IL, as well as all gasoline and travel expenses, not to exceed \$ 350 if using a squad car for travel, or \$ 660 if Chief Dwyer is to use his personal vehicle with mileage reimbursement.

Community Health Needs Assessment (CHNA)

Report Area

Isanti County, MN

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Demographics

Current population demographics and changes in demographic composition over time play a determining role in the types of health and social services needed by communities.

Data Indicators

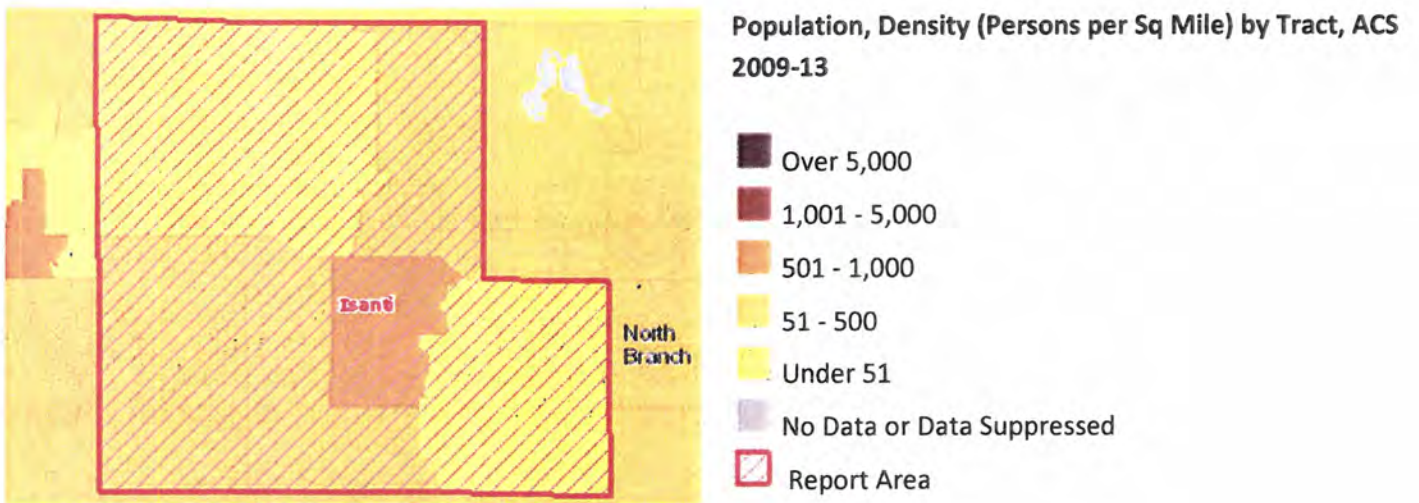
- Total Population
- Median Age
- Population Under Age 18
- Population Age 65+
- Population with Any Disability
- Population with Limited English Proficiency

Total Population

A total of 38,078 people live in the 435.68 square mile report area defined for this assessment according to the U.S. Census Bureau American Community Survey 2009-13 5-year estimates. The population density for this area, estimated at 87.4 persons per square mile, is less than the national average population density of 88.23 persons per square mile.

Report Area	Total Population	Total Land Area (Square Miles)	Population Density (Per Square Mile)
Isanti County, MN	38,078	435.68	87.4
Minnesota	5,347,740	79,605.47	67.18
United States	311,536,591	3,530,997.6	88.23

Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

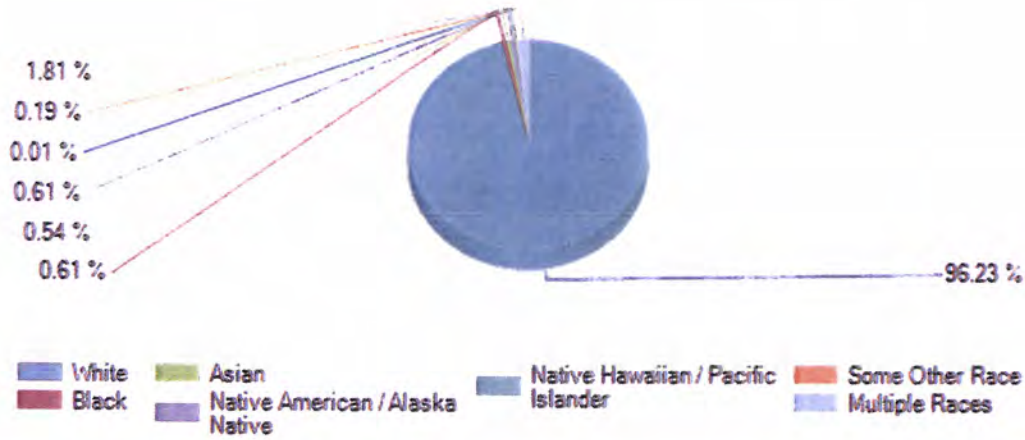


Total Population by Race Alone, Percent

Report Area	White	Black	Asian	Native American / Alaska Native	Native Hawaiian / Pacific Islander	Some Other Race	Multiple Races
Isanti County, MN	96.24%	0.61%	0.54%	0.61%	0.01%	0.19%	1.81%
Minnesota	85.57%	5.23%	4.17%	1.07%	0.04%	1.44%	2.47%
United States	74.02%	12.57%	4.89%	0.82%	0.17%	4.73%	2.8%

Total Population by Race Alone, Percent

Isanti County, MN

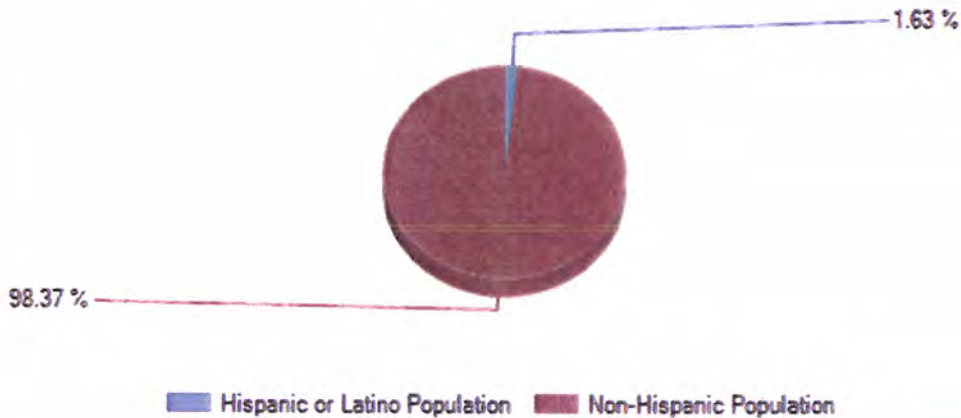


Total Population by Ethnicity Alone

Report Area	Total Population	Hispanic or Latino Population	Percent Population Hispanic or Latino	Non-Hispanic Population	Percent Population Non-Hispanic
Isanti County, MN	38,078	620	1.63%	37,458	98.37%
Minnesota	5,347,740	257,144	4.81%	5,090,596	95.19%
United States	311,536,608	51,786,592	16.62%	259,750,000	83.38%

Total Population by Ethnicity Alone

Isanti County, MN

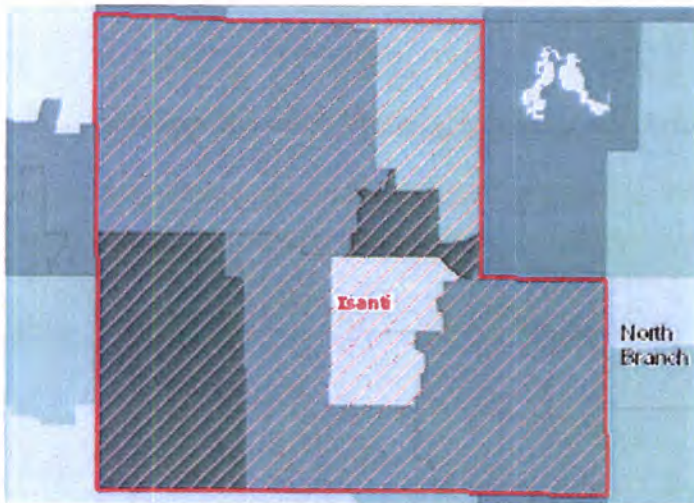


Median Age

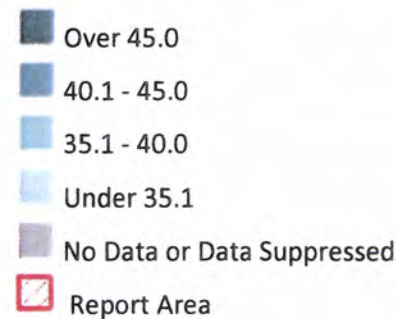
This indicator reports population median age based on the 5-year American Community Survey estimate.

Report Area	Total Population	Median Age
Isanti County, MN	38,078	38.2
Minnesota	5,347,740	37.6
United States	311,536,608	37.3

Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract



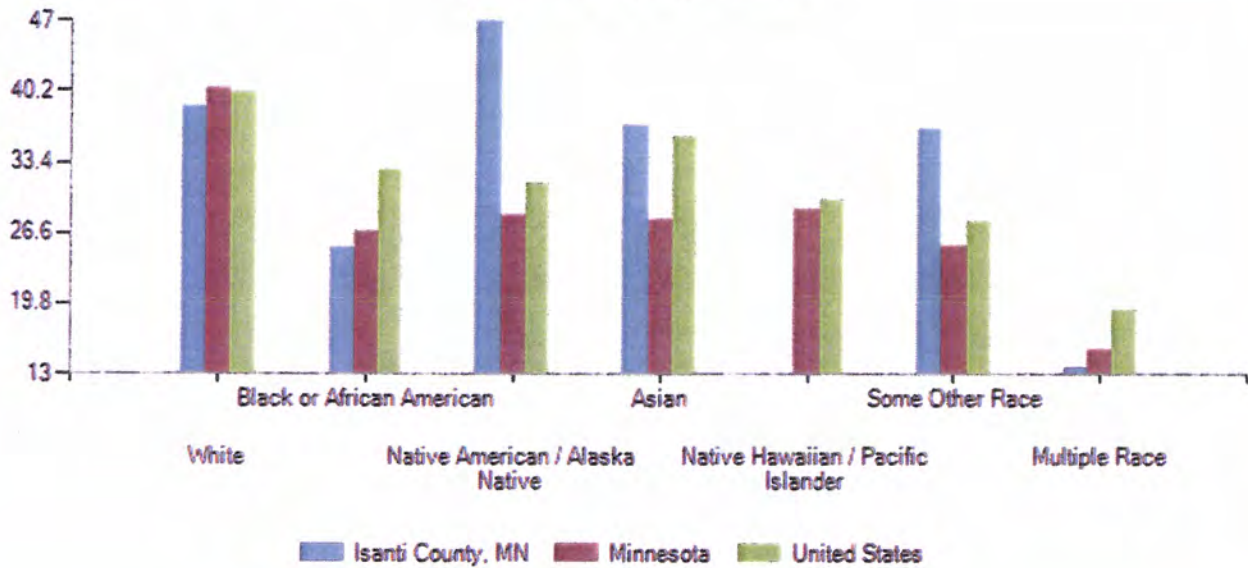
Median Age by Tract, ACS 2009-13



Population Median Age by Race Alone

Report Area	White	Black or African American	Native American / Alaska Native	Asian	Native Hawaiian / Pacific Islander	Some Other Race	Multiple Race
Isanti County, MN	38.8	25.2	47	36.9	no data	36.6	13.6
Minnesota	40.4	26.7	28.3	27.9	28.8	25.4	15.3
United States	40	32.7	31.4	35.8	29.8	27.8	19.3

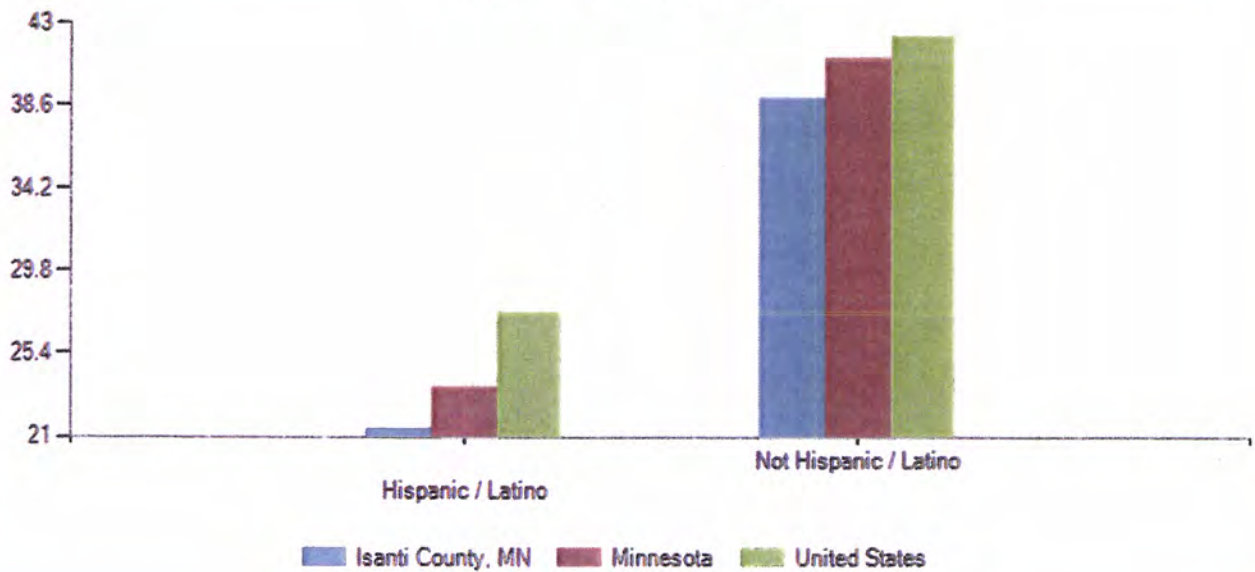
Population Median Age by Race Alone



Population Median Age by Ethnicity

Report Area	Hispanic / Latino	Not Hispanic / Latino
Isanti County, MN	21.4	39
Minnesota	23.6	41.1
United States	27.6	42.3

Population Median Age by Ethnicity

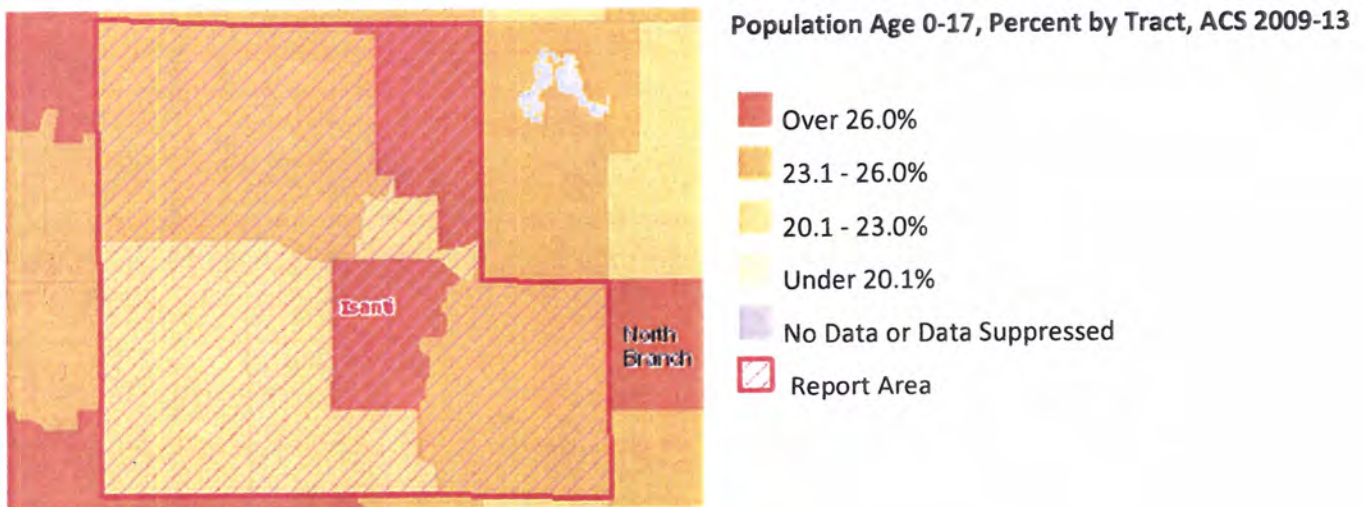


Population Under Age 18

This indicator reports the percentage of population under age 18 in the designated geographic area. This indicator is relevant because it is important to understand the percentage of youth in the community, as this population has unique health needs which should be considered separately from other age groups.

Report Area	Total Population	Population Age 0-17	Percent Population Age 0-17
Isanti County, MN	38,078	9,731	25.56%
Minnesota	5,347,740	1,280,380	23.94%
United States	311,536,608	73,877,472	23.71%

Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

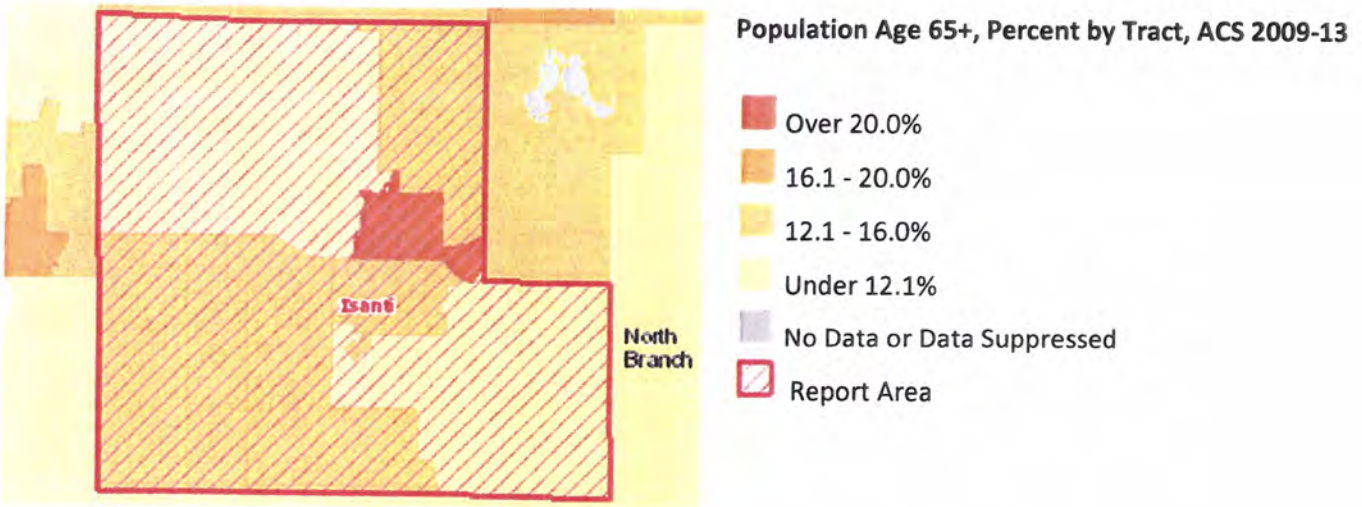


Population Age 65+

An estimated 12.97% percent of the population in the report area according to the U.S. Census Bureau American Community Survey 2009-13 5-year estimates. An estimated total of 4,939 older adults resided in the area during this time period. The number of persons age 65 or older is relevant because this population has unique health needs which should be considered separately from other age groups.

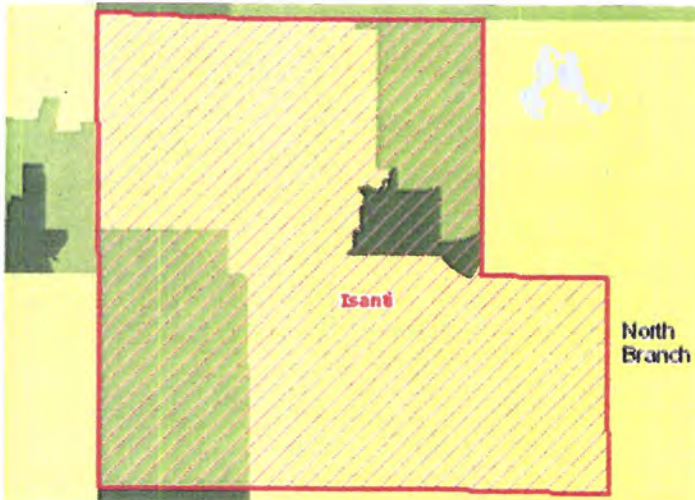
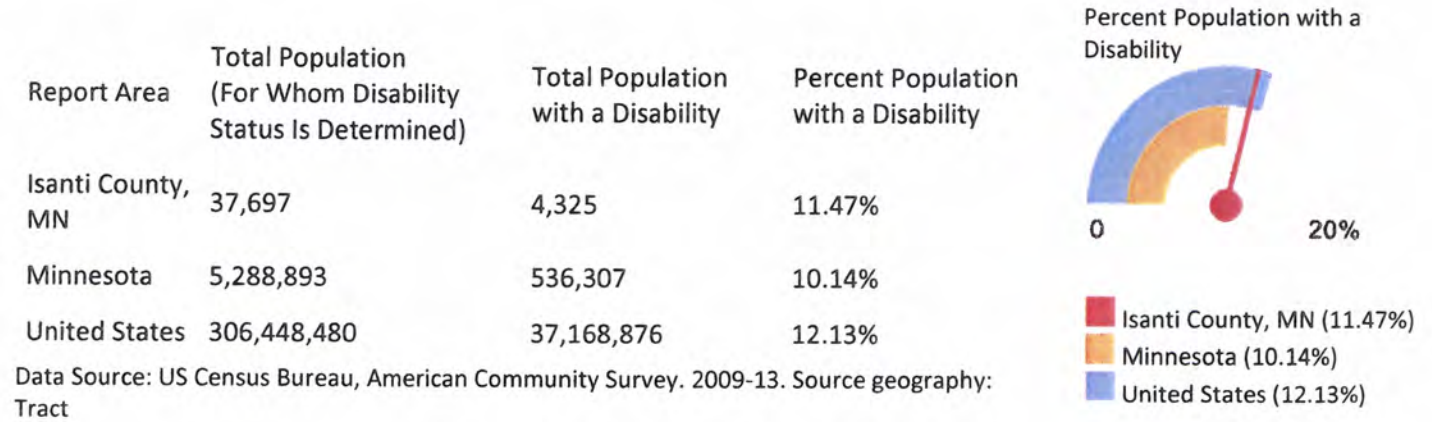
Report Area	Total Population	Population Age 65+	Percent Population Age 65+
Isanti County, MN	38,078	4,939	12.97%
Minnesota	5,347,740	708,867	13.26%
United States	311,536,608	41,851,040	13.43%

Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

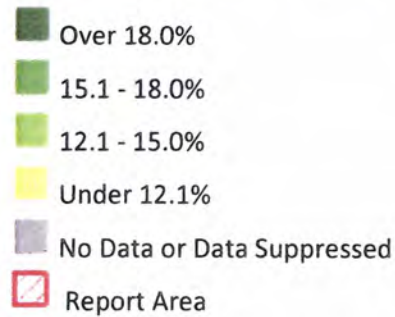


Population with Any Disability

This indicator reports the percentage of the total civilian non-institutionalized population with a disability. This indicator is relevant because disabled individuals comprise a vulnerable population that requires targeted services and outreach by providers.



Disabled Population, Percent by Tract, ACS 2009-13

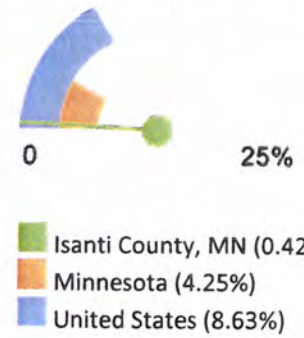


Population with Limited English Proficiency

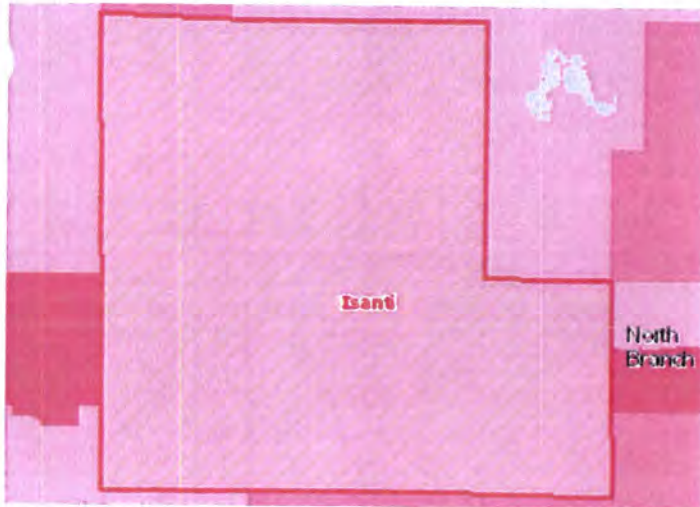
This indicator reports the percentage of the population aged 5 and older who speak a language other than English at home and speak English less than "very well." This indicator is relevant because an inability to speak English well creates barriers to healthcare access, provider communications, and health literacy/education.

Report Area	Total Population	Population Age 5+	Population Age 5+ with Limited English Proficiency	Percent Population Age 5+ with Limited English Proficiency
Isanti County, MN	35,447	35,447	148	0.42%
Minnesota	4,996,324	4,996,324	212,464	4.25%
United States	291,484,480	291,484,488	25,148,900	8.63%

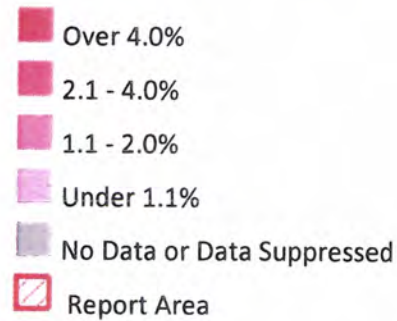
Percent Population Age 5+ with Limited English Proficiency



Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract



Population with Limited English Proficiency, Percent by Tract, ACS 2009-13



Social and Economic Factors

Economic and social insecurity often are associated with poor health. Poverty, unemployment, and lack of educational achievement affect access to care and a community's ability to engage in healthy behaviors. Without a network of support and a safe community, families cannot thrive. Ensuring access to social and economic resources provides a foundation for a healthy community.

Data Indicators

- Food Insecurity Rate
- High School Graduation Rate
- Income- Per Capita Income
- Lack of Social or Emotional Support
- Poverty- Children Below 100% FPL
- Poverty- Population Below 100% FPL
- Unemployment Rate
- Violent Crime

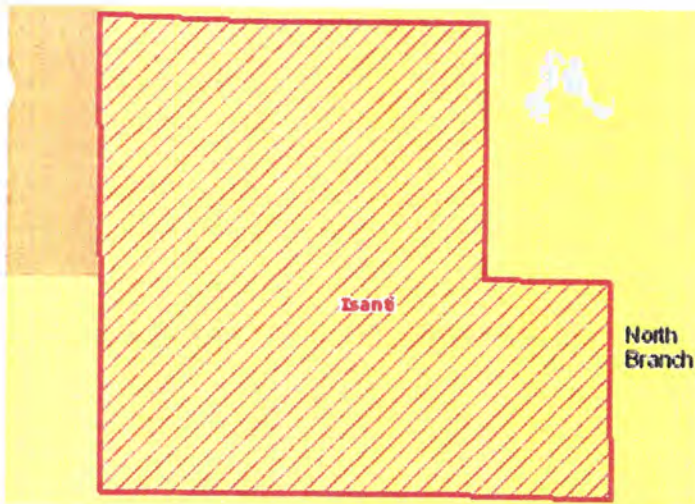
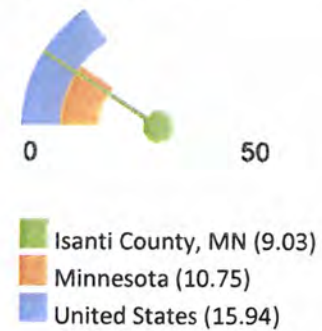
Food Insecurity Rate

This indicator reports the estimated percentage of the population that experienced food insecurity at some point during the report year. Food insecurity is the household-level economic and social condition of limited or uncertain access to adequate food.

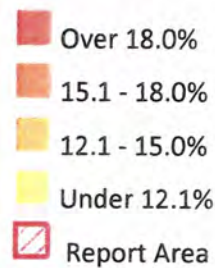
Report Area	Total Population	Food Insecure Population, Total	Food Insecure Population, Percent
Isanti County, MN	38,004	3,430	9.03%
Minnesota	5,379,139	578,070	10.75%
United States	313,281,717	49,943,940	15.94%

Data Source: Feeding America. 2012. Source geography: County

Percentage of the Population with Food Insecurity



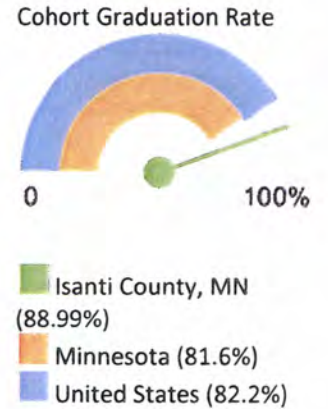
Food Insecure Population, Percent by County, Feeding America 2012



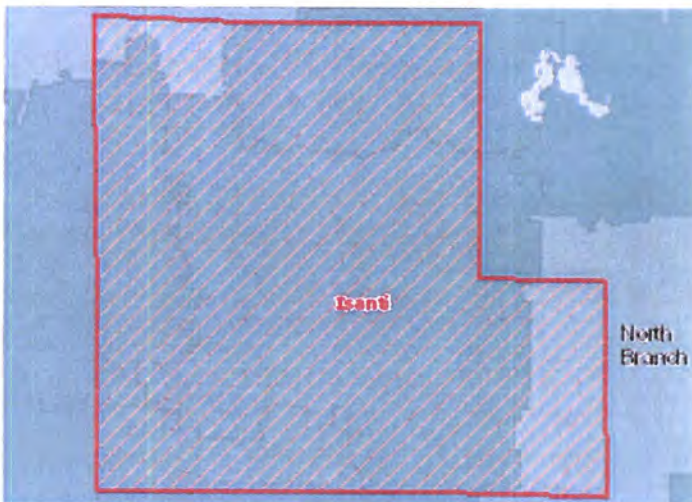
High School Graduation Rate (EdFacts)

Within the report area 88.99% of students are receiving their high school diploma within four years. This indicator is relevant because research suggests education is one the strongest predictors of health ([Freudenberg & Ruglis, 2007](#)).

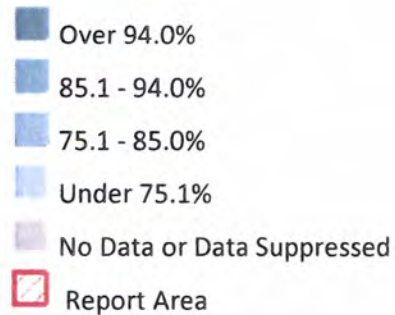
Report Area	Total Student Cohort	Estimated Number of Diplomas Issued	Cohort Graduation Rate
Isanti County, MN	486	432	88.99
Minnesota	63,076	51,490	81.6
United States	3,351,452	2,754,352	82.2



Data Source: US Department of Education, ED Facts. Accessed via DATA.GOV. Additional data analysis by CARES. 2011-12. Source geography: School District



On-Time Graduation, Rate by School District (Secondary), ED Facts 2011-12



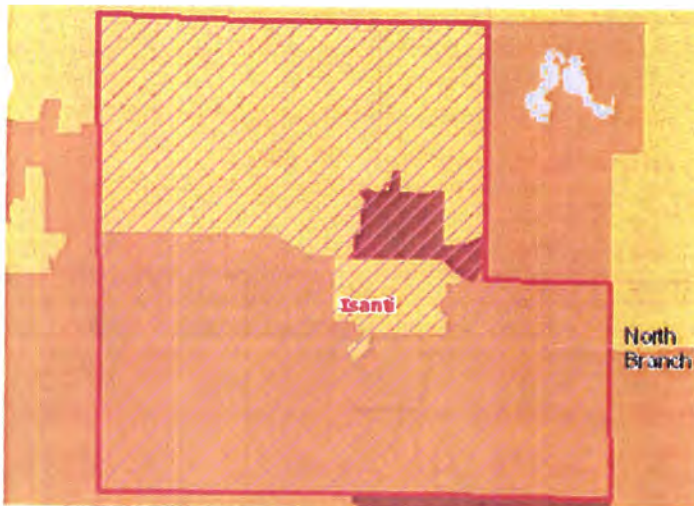
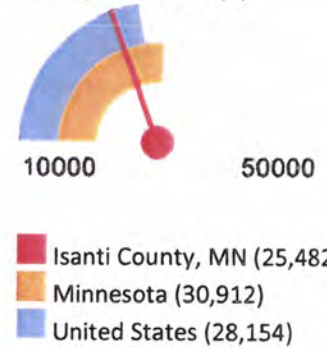
Income - Per Capita Income

The per capita income for the report area is \$25,482. This includes all reported income from wages and salaries as well as income from self-employment, interest or dividends, public assistance, retirement, and other sources. The per capita income in this report area is the average (mean) income computed for every man, woman, and child in the specified area.

Report Area	Total Population	Total Income (\$)	Per Capita Income (\$)
Isanti County, MN	38,078	\$970,315,712	\$25,482
Minnesota	5,347,740	\$165,313,282,048	\$30,912
United States	311,536,608	\$8,771,308,355,584	\$28,154

Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

Per Capita Income (\$)



Per Capita Income by Tract, ACS 2009-13



Per Capita Income by Race/Ethnicity, Disparity Index

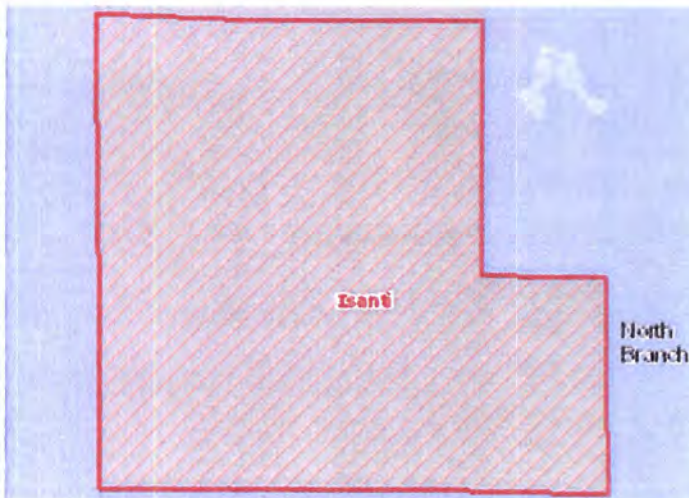
Report Area	Disparity Index Score (0 = No Disparity; 1 - 40 = Some Disparity; Over 40 = High Disparity)
Isanti County, MN	37.31
Minnesota	37.28
United States	29.2

Lack of Social or Emotional Support

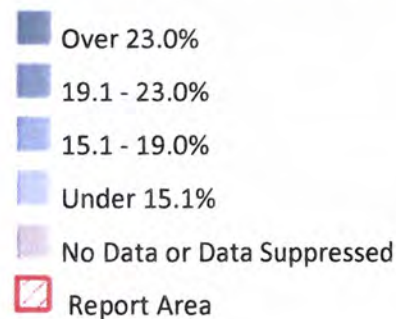
This indicator reports the percentage of adults aged 18 and older who self-report that they receive insufficient social or emotional support all or most of the time. This indicator is relevant because social and emotional support is critical for navigating the challenges of daily life as well as for good mental health. Social and emotional support is also linked to educational achievement and economic stability.

Report Area	Total Population Age 18+	Estimated Population Without Adequate Social / Emotional Support	Crude Percentage	Age-Adjusted Percentage	Percent Adults Without Adequate Social / Emotional Support (Age-Adjusted)
Isanti County, MN	27,942	no data	suppressed	suppressed	<p>0 50%</p> <p>■ Minnesota (14.1%) ■ United States (20.68%)</p>
Minnesota	3,997,594	563,661	14.1%	14.1%	
United States	232,556,016	48,104,656	20.69%	20.68%	

Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2006-12. Source geography: County



Inadequate Social/Emotional Support, Percent of Adults Age 18+ by County, BRFSS 2006-12

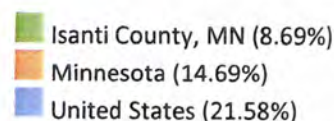


Poverty - Children Below 100% FPL

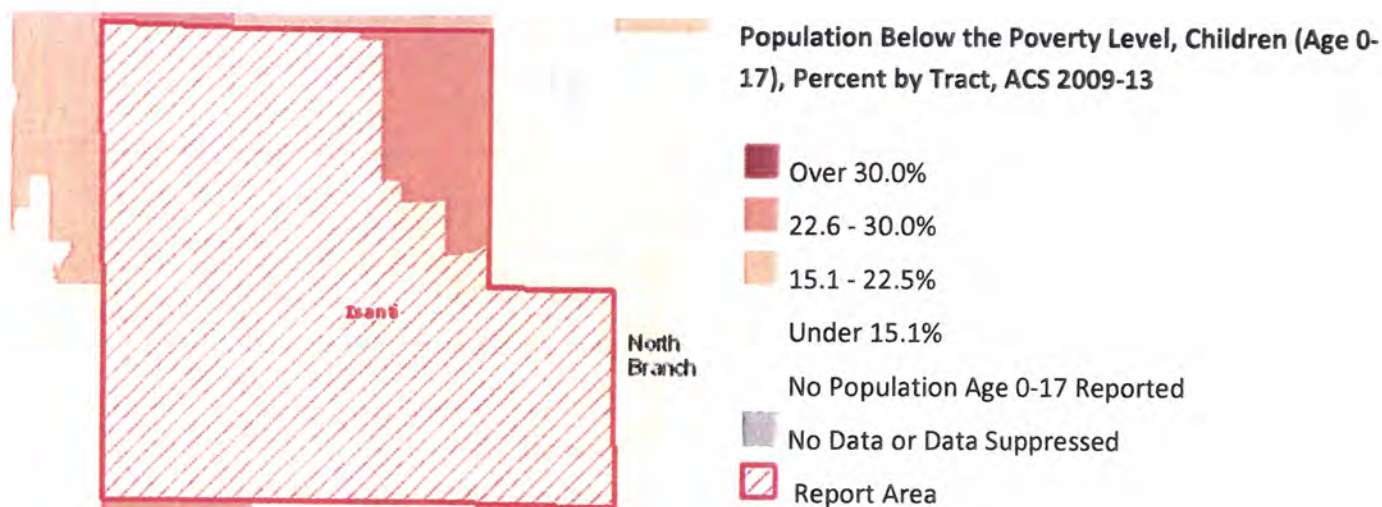
In the report area 8.69% or 830 children aged 0-17 are living in households with income below the Federal Poverty Level (FPL). This indicator is relevant because poverty creates barriers to access including health services, healthy food, and other necessities that contribute to poor health status.

Report Area	Total Population	Population Under Age 18	Population Under Age 18 in Poverty	Percent Population Under Age 18 in Poverty
Isanti County, MN	37,589	9,555	830	8.69%
Minnesota	5,223,936	1,261,293	185,307	14.69%
United States	303,692,064	72,748,616	15,701,799	21.58%

Percent Population Under Age 18 in Poverty



Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

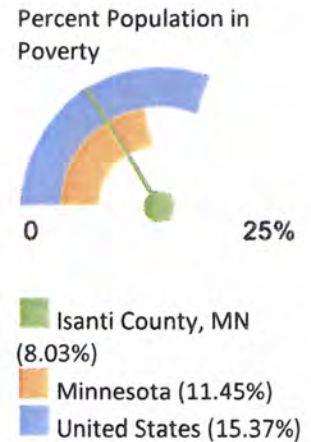


Poverty - Population Below 100% FPL

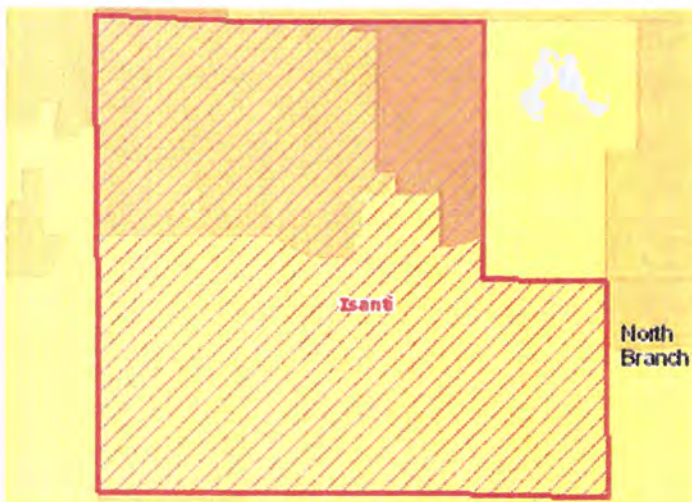
Poverty is considered a *key driver* of health status.

Within the report area 8.03% or 3,020 individuals are living in households with income below the Federal Poverty Level (FPL). This indicator is relevant because poverty creates barriers to access including health services, healthy food, and other necessities that contribute to poor health status.

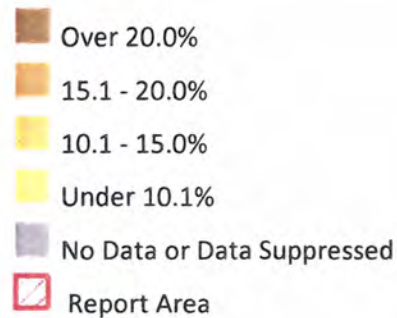
Report Area	Total Population	Population in Poverty	Percent Population in Poverty
Isanti County, MN	37,589	3,020	8.03%
Minnesota	5,223,936	598,391	11.45%
United States	303,692,064	46,663,432	15.37%



Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract



Population Below the Poverty Level, Percent by Tract, ACS 2009-13



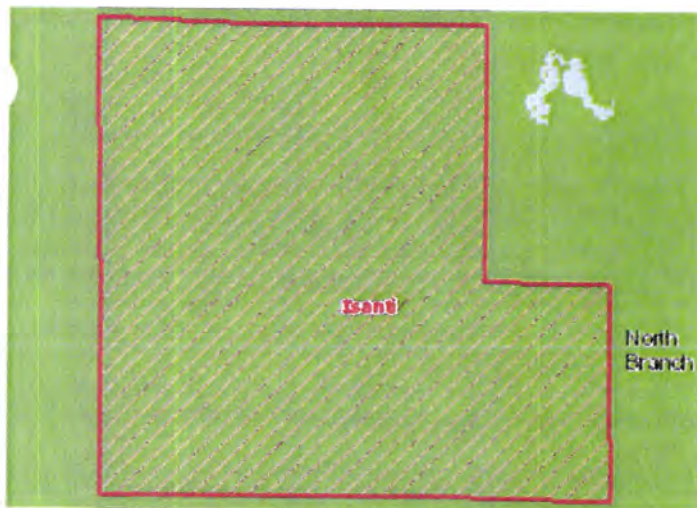
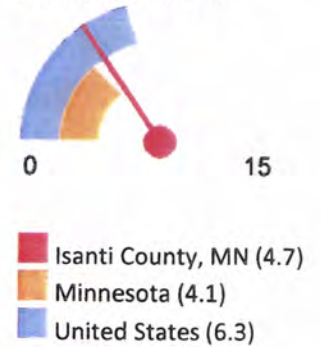
Unemployment Rate

Total unemployment in the report area for the current month was 950, or 4.7% of the civilian non-institutionalized population age 16 and older (non-seasonally adjusted). This indicator is relevant because unemployment creates financial instability and barriers to access including insurance coverage, health services, healthy food, and other necessities that contribute to poor health status.

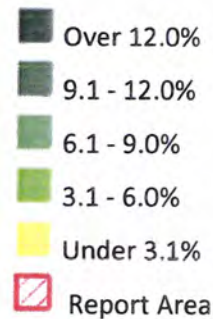
Report Area	Labor Force	Number Employed	Number Unemployed	Unemployment Rate
Isanti County, MN	20,408	19,458	950	4.7
Minnesota	2,998,552	2,874,277	124,275	4.1
United States	158,429,642	148,371,360	10,058,282	6.3

Data Source: US Department of Labor, Bureau of Labor Statistics. 2015 - June. Source geography: County

Unemployment Rate



Unemployment, Rate by County, BLS 2015 - June

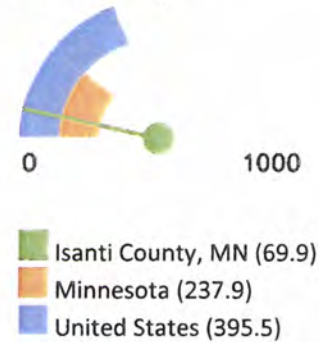


Violent Crime

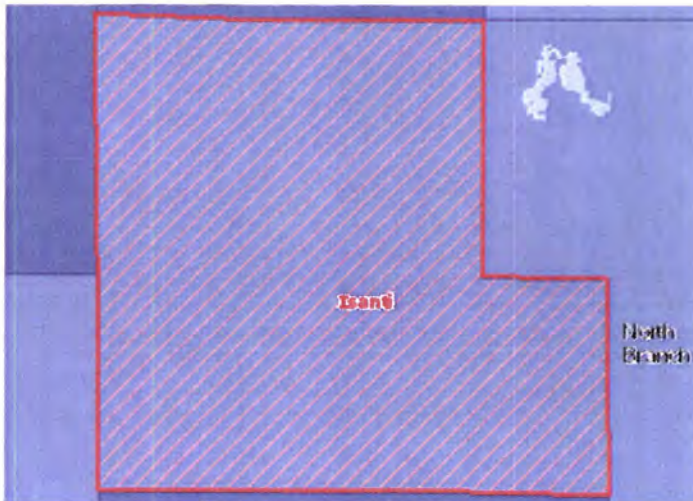
This indicator reports the rate of violent crime offenses reported by law enforcement per 100,000 residents. Violent crime includes homicide, rape, robbery, and aggravated assault. This indicator is relevant because it assesses community safety.

Report Area	Total Population	Violent Crimes	Violent Crime Rate (Per 100,000 Pop.)
Isanti County, MN	38,151	27	69.9
Minnesota	5,324,685	12,675	237.9
United States	306,859,354	1,213,859	395.5

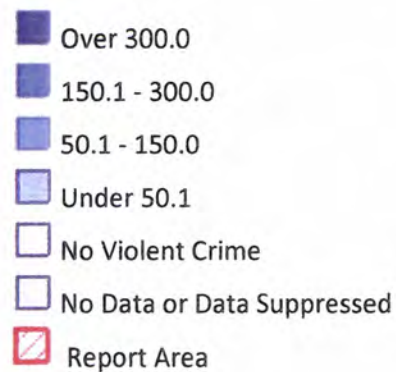
Violent Crime Rate (Per 100,000 Pop.)



Data Source: Federal Bureau of Investigation, FBI Uniform Crime Reports. Additional analysis by the National Archive of Criminal Justice Data. Accessed via the Inter-university Consortium for Political and Social Research. 2010-12. Source geography: County



Violent Crimes, All, Rate (Per 100,000 Pop.) by County, FBI UCR 2010-12



Physical Environment

A community's health also is affected by the physical environment. A safe, clean environment that provides access to healthy food and recreational opportunities is important to maintaining and improving community health.

Data Indicators

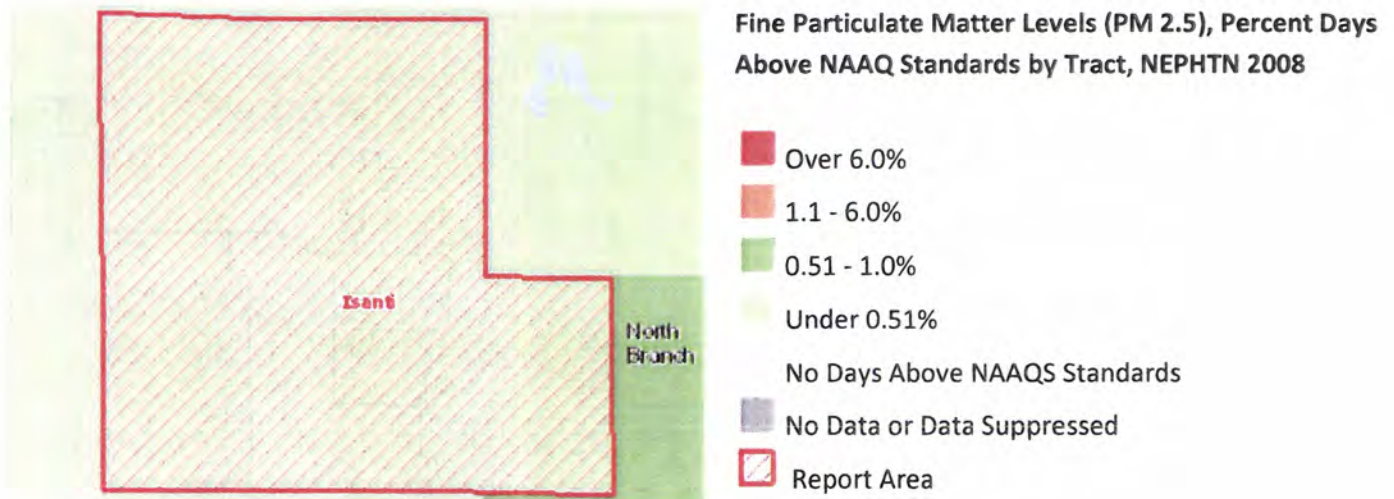
- Air Quality- Particulate Matter 2.5
- Recreation and Fitness Facility Access
- Low Income Population with Low Food Access

Air Quality - Particulate Matter 2.5

This indicator reports the percentage of days with particulate matter 2.5 levels above the National Ambient Air Quality Standard (35 micrograms per cubic meter) per year, calculated using data collected by monitoring stations and modeled to include counties where no monitoring stations occur. This indicator is relevant because poor air quality contributes to respiratory issues and overall poor health.

Report Area	Total Population	Average Daily Ambient Particulate Matter 2.5	Number of Days Exceeding Emissions Standards	Percentage of Days Exceeding Standards, Crude Average	Percentage of Days Exceeding Standards, Pop. Adjusted Average	Percentage of Days Exceeding Standards, Pop. Adjusted Average
Isanti County, MN	37,816	8.69	1.13	0.31	0.30%	<p>0 10%</p> <ul style="list-style-type: none"> Isanti County, MN (0.30%) Minnesota (0.46%) United States (1.19%)
Minnesota	5,303,925	9.54	1.69	0.46	0.46%	
United States	312,471,327	10.65	4.17	1.14	1.19%	

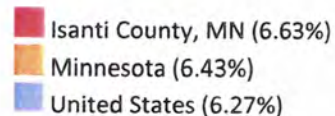
Data Source: Centers for Disease Control and Prevention, National Environmental Public Health Tracking Network. 2008. Source geography: Tract



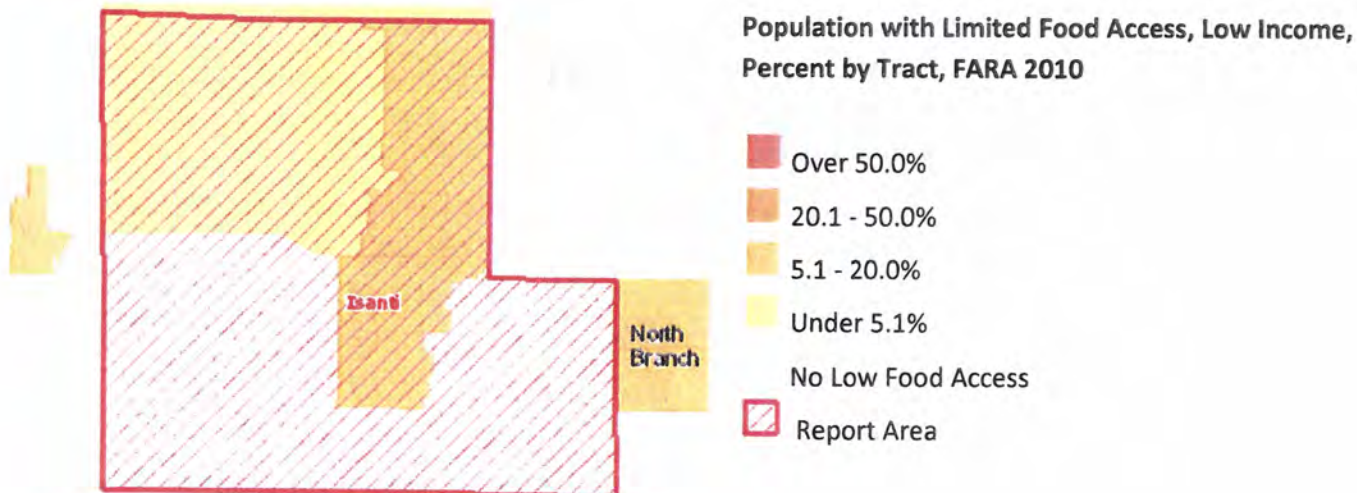
Low Income Population with Low Food Access

Report Area	Total Population	Low Income Population with Low Food Access	Percent Low Income Population with Low Food Access
Isanti County, MN	37,816	2,509	6.63%
Minnesota	5,303,925	341,126	6.43%
United States	308,745,538	19,347,047	6.27%

Percent Low Income Population with Low Food Access



Data Source: US Department of Agriculture, Economic Research Service, USDA - Food Access Research Atlas. 2010. Source geography: Tract



Recreation and Fitness Facility Access

This indicator reports the number per 100,000 population of recreation and fitness facilities as defined by North American Industry Classification System (NAICS) Code 713940. This indicator is relevant because access to recreation and fitness facilities encourages physical activity and other healthy behaviors.

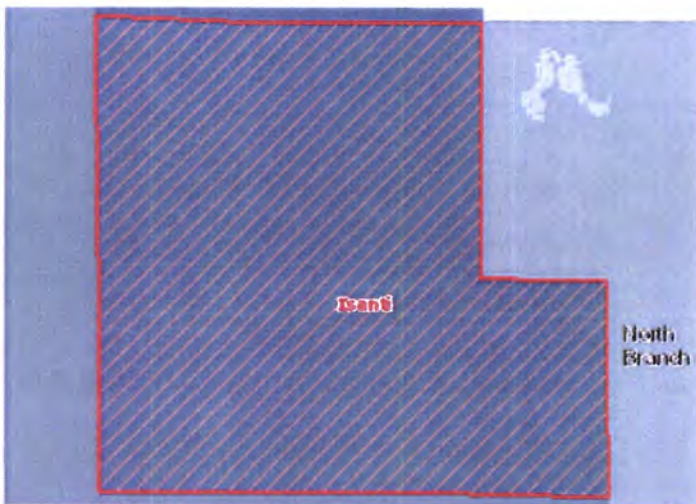
Report Area	Total Population	Number of Establishments	Establishments, Rate per 100,000 Population
Isanti County, MN	37,816	5	13.22
Minnesota	5,303,925	623	11.75
United States	312,732,537	30,393	9.72

Recreation and Fitness Facilities, Rate (Per 100,000 Population)



- Isanti County, MN (13.22)
- Minnesota (11.75)
- United States (9.72)

Data Source: US Census Bureau, County Business Patterns. Additional data analysis by CARES. 2013. Source geography: County



Recreation and Fitness Facilities, Rate (Per 100,000 Pop.) by County, CBP 2013

- Over 12.0
- 8.1 - 12.0
- 4.1 - 8.0
- Under 4.1
- No Fitness and Recreation Centers
- Report Area

Access to Care and Clinical Care

A lack of access to care presents barriers to good health. The supply and accessibility of facilities and physicians, the rate of uninsurance, financial hardship, transportation barriers, cultural competency, and coverage limitations affect access.

Rates of morbidity, mortality, and emergency hospitalizations can be reduced if community residents access services such as health screenings, routine tests, and vaccinations. Prevention indicators can call attention to a lack of access or knowledge regarding one or more health issues and can inform program interventions.

Data Indicators

- Insurance- Uninsured Population
- Access to Primary Care
- Access to Dentists
- Access to Mental Health Care
- Cancer Screening - Mammogram
- Cancer Screening - Sigmoidoscopy or Colonoscopy
- Cancer Screening – Sigmoidoscopy, Colonoscopy or Stool Test, Allina Health Data
- Diabetes Management - Hemoglobin A1c Test
- Diabetes Management - Hemoglobin A1c Test, Allina Health Data
- Dental Care Utilization
- Immunization Rates- Childhood Series
- Lack of a Consistent Source of Primary Care
- Mental Health Screening (PHQ2), Allina Health Data
- Prenatal Care
- Population Living in a Health Professional Shortage Area
- Potentially Preventable Readmissions Rate (30 day), Allina Health Data

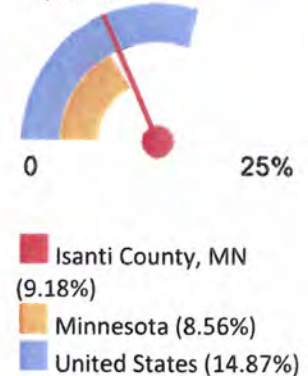
Insurance - Uninsured Population

The lack of health insurance is considered a *key driver* of health status.

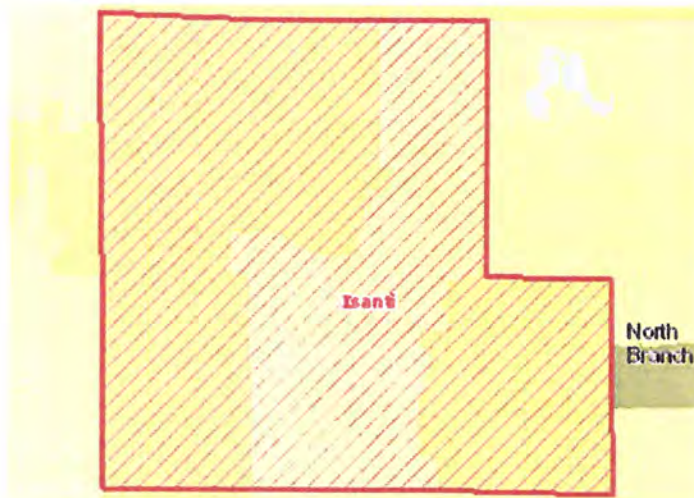
This indicator reports the percentage of the total civilian non-institutionalized population without health insurance coverage. This indicator is relevant because lack of insurance is a primary barrier to healthcare access including regular primary care, specialty care, and other health services that contributes to poor health status.

Report Area	Total Population (For Whom Insurance Status is Determined)	Total Uninsured Population	Percent Uninsured Population
Isanti County, MN	37,697	3,461	9.18%
Minnesota	5,288,893	452,715	8.56%
United States	306,448,480	45,569,668	14.87%

Percent Uninsured
Population



Data Source: US Census Bureau, American Community Survey. 2009-13. Source geography: Tract

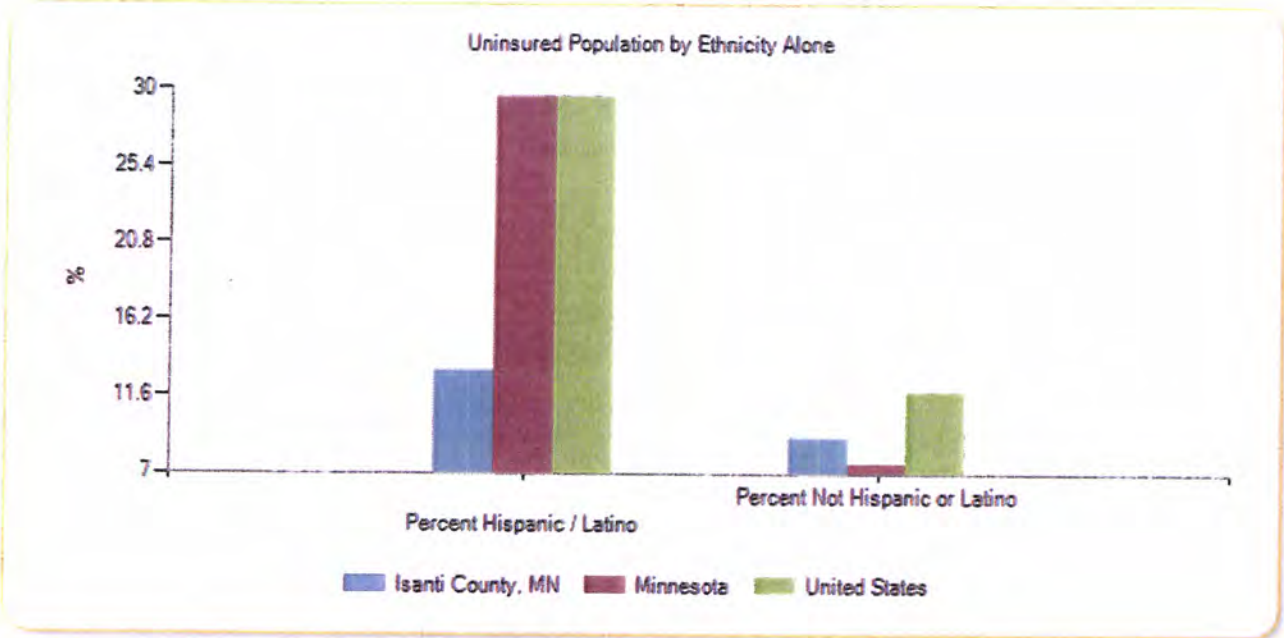


Uninsured Population, Percent by Tract, ACS 2009-13



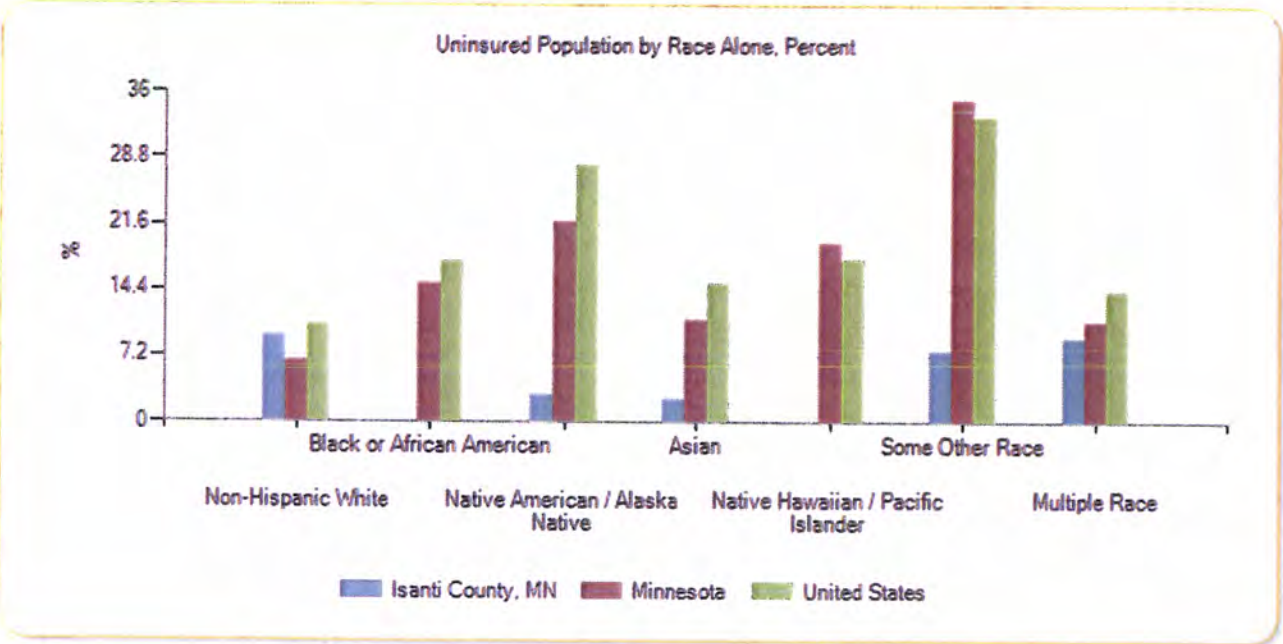
Uninsured Population by Ethnicity Alone

Report Area	Total Hispanic / Latino	Total Not Hispanic / Latino	Percent Hispanic / Latino	Percent Not Hispanic or Latino
Isanti County, MN	80	3,381	13.16%	9.12%
Minnesota	75,047	377,668	29.55%	7.5%
United States	15,127,729	30,441,940	29.62%	11.92%



Uninsured Population by Race Alone, Percent

Report Area	Non-Hispanic White	Black or African American	Native American / Alaska Native	Asian	Native Hawaiian / Pacific Islander	Some Other Race	Multiple Race
Isanti County, MN	9.23%	0%	2.86%	2.46%	0%	7.58%	9%
Minnesota	6.6%	15.05%	21.72%	11.03%	19.44%	35.1%	10.96%
United States	10.42%	17.52%	27.92%	14.95%	17.6%	33.22%	14.07%



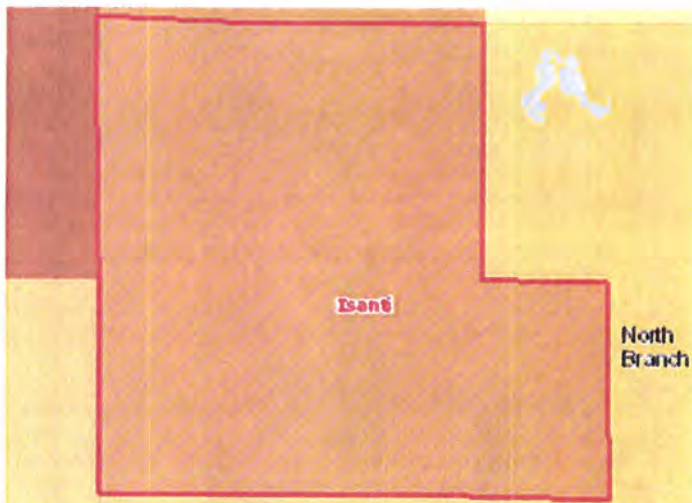
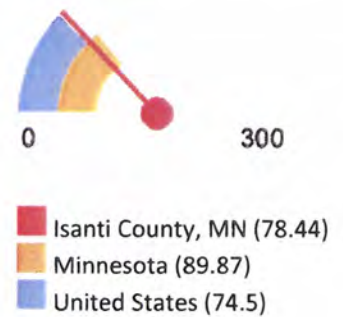
Access to Primary Care

This indicator reports the number of primary care physicians per 100,000 population. Doctors classified as "primary care physicians" by the AMA include: General Family Medicine MDs and DOs, General Practice MDs and DOs, General Internal Medicine MDs and General Pediatrics MDs. Physicians age 75 and over and physicians practicing sub-specialties within the listed specialties are excluded. This indicator is relevant because a shortage of health professionals contributes to access and health status issues.

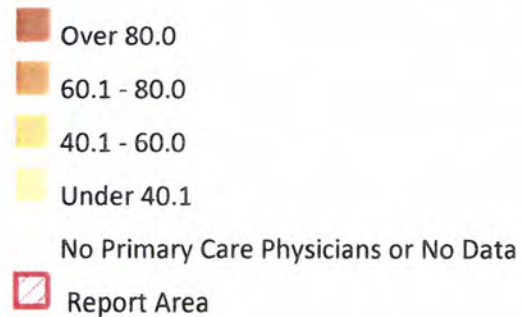
Report Area	Total Population, 2012	Primary Care Physicians, 2012	Primary Care Physicians, Rate per 100,000 Pop.
Isanti County, MN	38,248	30	78.44
Minnesota	5,379,139	4,834	89.87
United States	313,914,040	233,862	74.5

Data Source: US Department of Health and Human Services, Health Resources and Services Administration, Area Health Resource File. 2012. Source geography: County

Primary Care Physicians, Rate per 100,000 Pop.



Access to Primary Care Physicians, Rate per 100,000 Pop. by County, AHRF 2012



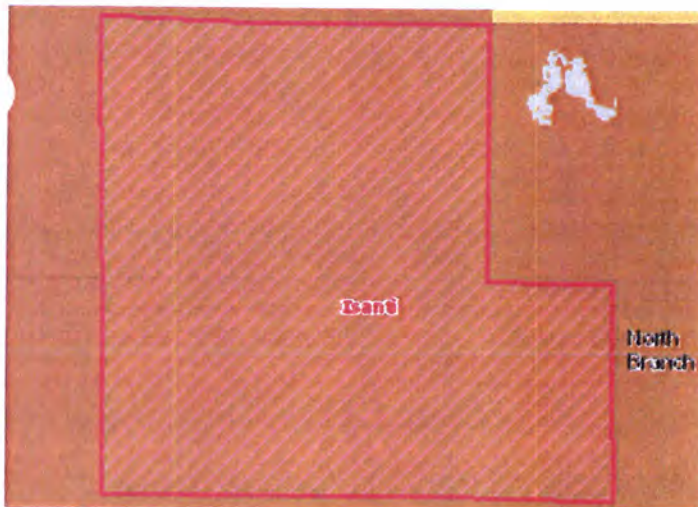
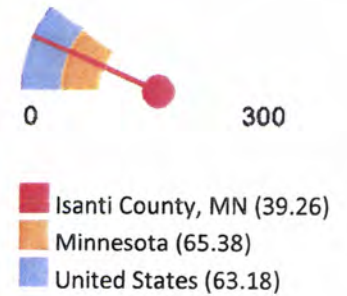
Access to Dentists

This indicator reports the number of dentists per 100,000 population. This indicator includes all dentists - qualified as having a doctorate in dental surgery (D.D.S.) or dental medicine (D.M.D.), who are licensed by the state to practice dentistry and who are practicing within the scope of that license.

Report Area	Total Population, 2013	Dentists, 2013	Dentists, Rate per 100,000 Pop.
Isanti County, MN	38,204	15	39.26
Minnesota	5,420,380	3,544	65.38
United States	316,128,839	199,743	63.18

Data Source: US Department of Health and Human Services, Health Resources and Services Administration, Area Health Resource File. 2013. Source geography: County

Dentists, Rate per 100,000 Pop.



Access to Dentists, Rate per 100,000 Pop. by County, AHRF 2013



Access to Mental Health Care

This indicator is the ratio of the county population to the number of mental health providers including psychiatrists, psychologists, licensed clinical social workers, counselors, marriage and family therapists and advanced practice nurses specializing in mental health care. In 2015, marriage and family therapists and mental health providers that treat alcohol and other drug abuse were added to this measure.

Report Area	Mental Health Provider Ratio
Isanti County, MN	831:1
Minnesota	529:1

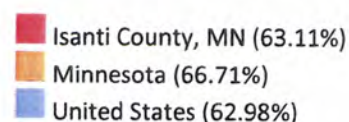
Data Source: County Health Rankings 2015, data from 2014 <http://www.countyhealthrankings.org/>, accessed 9/11/15. Original source: CMS, National Provider Identification Registry.

Cancer Screening - Mammogram

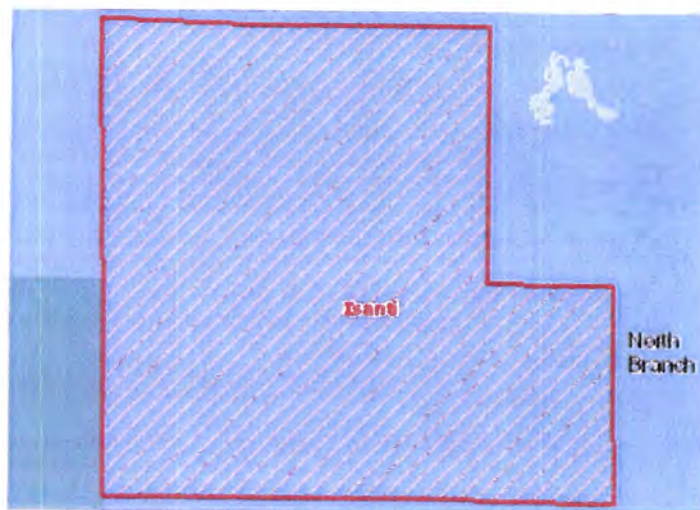
This indicator reports the percentage of female Medicare enrollees, age 67-69, who have received one or more mammograms in the past two years. This indicator is relevant because engaging in preventive behaviors allows for early detection and treatment of health problems. This indicator can also highlight a lack of access to preventive care, a lack of health knowledge, insufficient provider outreach, and/or social barriers preventing utilization of services.

Report Area	Total Medicare Enrollees	Female Medicare Enrollees Age 67-69	Female Medicare Enrollees with Mammogram in Past 2 Years	Percent Female Medicare Enrollees with Mammogram in Past 2 Year
Isanti County, MN	1,340	103	64	63.11%
Minnesota	290,939	18,812	12,550	66.71%
United States	53,131,712	4,402,782	2,772,990	62.98%

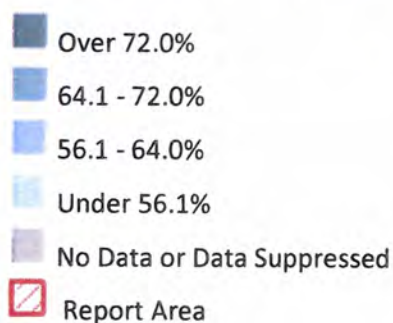
Percent Female Medicare Enrollees with Mammogram in Past 2 Year



Data Source: Dartmouth College Institute for Health Policy and Clinical Practice, Dartmouth Atlas of Health Care. 2012. Source geography: County



Mammogram (Past 2 Years), Percent of Female Medicare Enrollees, Age 67-69 by County, DA 2012

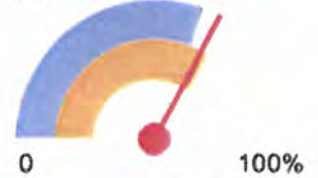


Cancer Screening - Sigmoidoscopy or Colonoscopy

This indicator reports the percentage of adults 50 and older who self-report that they have ever had a sigmoidoscopy or colonoscopy. This indicator is relevant because engaging in preventive behaviors allows for early detection and treatment of health problems. This indicator can also highlight a lack of access to preventive care, a lack of health knowledge, insufficient provider outreach, and/or social barriers preventing utilization of services.

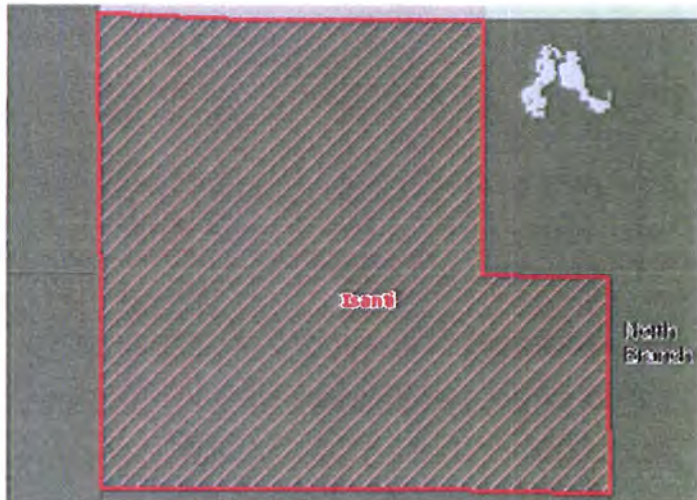
Report Area	Total Population Age 50+	Estimated Population Ever Screened for Colon Cancer	Crude Percentage	Age-Adjusted Percentage	Percent Adults Screened for Colon Cancer (Age-Adjusted)
Isanti County, MN	8,672	5,845	67.4%	65.5%	
Minnesota	1,282,899	919,839	71.7%	68.5%	
United States	75,116,406	48,549,269	64.63%	61.34%	

Percent Adults Screened for Colon Cancer (Age-Adjusted)



- Isanti County, MN (65.5%)
- Minnesota (68.5%)
- United States (61.34%)

Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2006-12. Source geography: County



Colon Cancer Screening (Ever), Percent of Adults Age 50+ by County, BRFSS 2006-12

- Over 62.0%
- 55.1 - 62.0%
- 48.1 - 55.0%
- Under 48.1%
- No Data or Data Suppressed
- Report Area

Cancer Screening - Sigmoidoscopy, Colonoscopy or Stool Test, Allina Health Data

This indicator shows the percentage of total patients and racial/ethnic minority patients age 51-75 years who are up-to-date on their screening either via colonoscopy, sigmoidoscopy, or stool blood test done within appropriate intervals. The results are broken down by race and ethnicity to highlight disparities in screening rates. This indicator is one of Allina Health's current health equity measures.

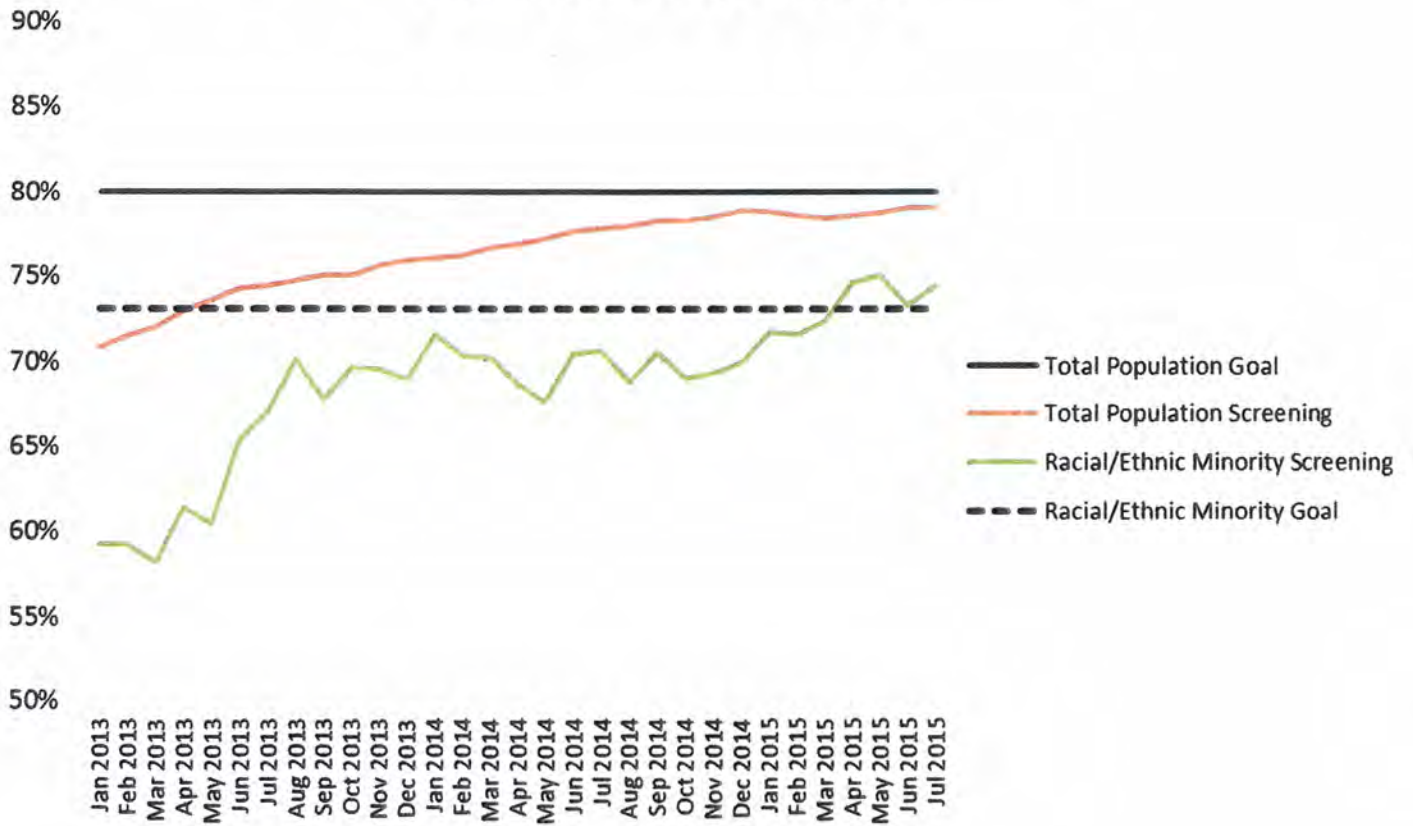
Primary Care Regions	Patients up to Date with Sigmoidoscopy, Colonoscopy or Stool Test, July 2015	
	All Racial/Ethnic Minority Patients Combined	Total Population
North Region	74.4%	79.0%
System-wide Baseline	71.8% (October 2014)	78.2% (August 2014)
System-wide Goal	73.1% (October 2015)	80.0% (October 2015)

Data Source: Allina Health Electronic Data Warehouse.

Clinics Included in Region(s):

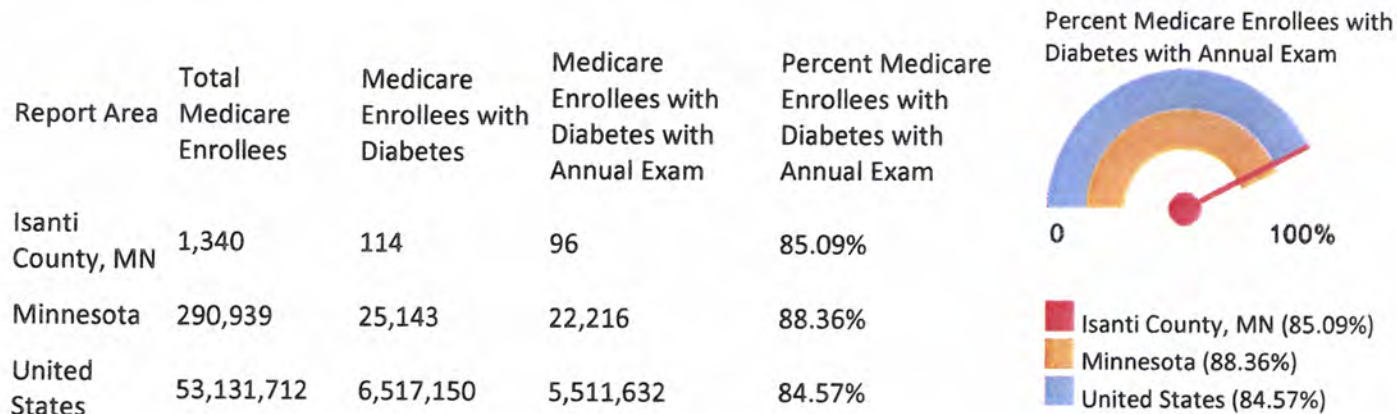
North Region: North Branch Clinic, Cambridge Clinic A, Cambridge Clinic B, Cambridge Clinic C, Cambridge Clinic D, Cambridge Clinic E, Cambridge Clinic F, Cambridge Clinic G, Cambridge Clinic H, Cambridge Clinic Mental Health, Cambridge Clinic Eye Services, Cambridge Clinic Anesthesia, Cambridge Clinic Occ Medicine, Cambridge Clinic J, Cambridge Clinic Emergency

Cancer Screening- Sigmoidoscopy, Colonoscopy or Stool Test by Month, January 2013 - July 2015

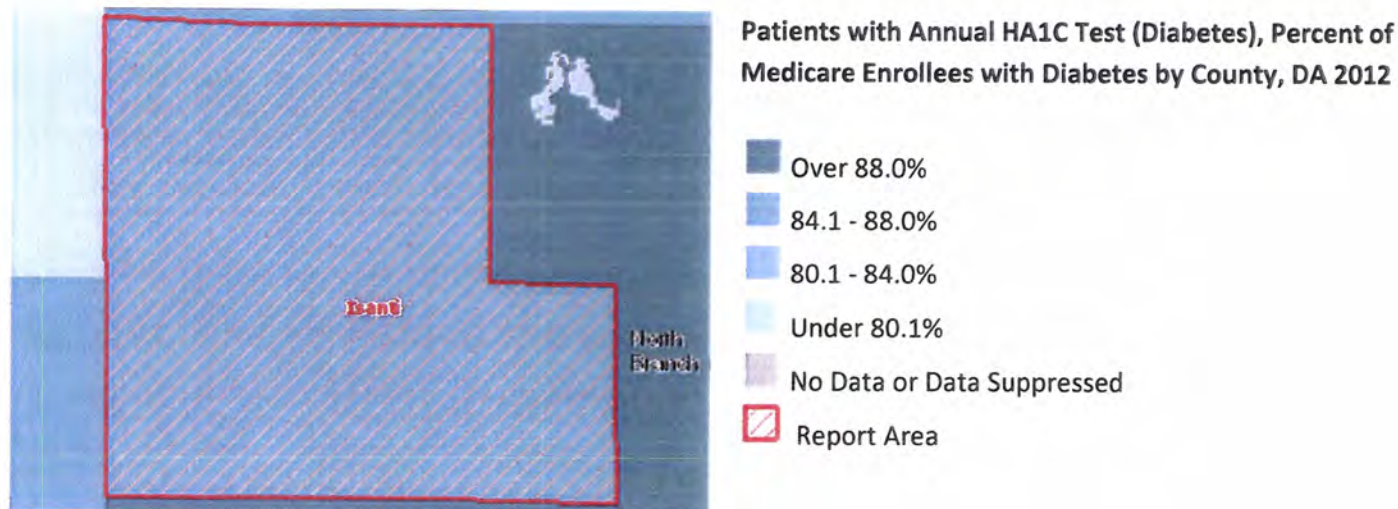


Diabetes Management - Hemoglobin A1c Test

This indicator reports the percentage of diabetic Medicare patients who have had a hemoglobin A1c (hA1c) test, a blood test which measures blood sugar levels, administered by a health care professional in the past year. In the report area, 96 Medicare enrollees with diabetes have had an annual exam out of 114 Medicare enrollees in the report area with diabetes, or 85.09%. This indicator is relevant because engaging in preventive behaviors allows for early detection and treatment of health problems. This indicator can also highlight a lack of access to preventive care, a lack of health knowledge, insufficient provider outreach, and/or social barriers preventing utilization of services.



Data Source: Dartmouth College Institute for Health Policy and Clinical Practice, Dartmouth Atlas of Health Care. 2012. Source geography: County



Diabetes Management - Hemoglobin A1c Test, Allina Health Data

This indicator shows the percentage of total patients and racial/ethnic minority patients age 18 - 75 years with diabetes who completed an A1c within the last 12 months and have a value $\leq 7.9\%$. The results are broken down by race and ethnicity to highlight disparities. This indicator is one of Allina Health's current health equity measures.

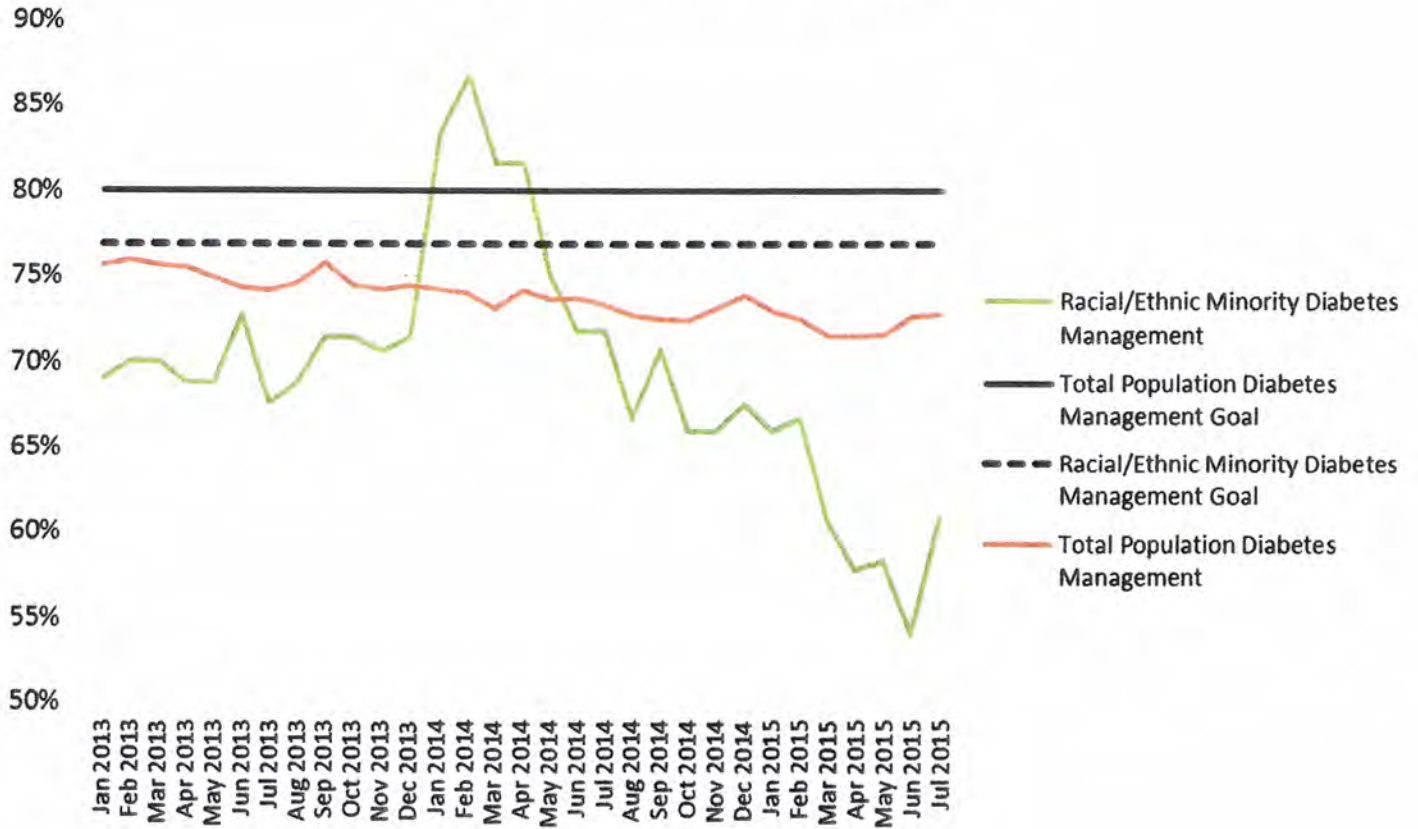
Patients with diabetes and A1c $\leq 7.9\%$, July 2015		
Primary Care Regions	All Racial/Ethnic Minority Patients Combined	Total Population
North Region	60.8%	72.8%
System-wide Baseline	-	77.0% (August 2014)
System-wide Goal	76.9% (December 2015)	80.0% (December 2015)

Data Source: Allina Health Electronic Data Warehouse.

Clinics Included in Region(s):

North Region: North Branch Clinic, Cambridge Clinic A, Cambridge Clinic B, Cambridge Clinic C, Cambridge Clinic D, Cambridge Clinic E, Cambridge Clinic F, Cambridge Clinic G, Cambridge Clinic H, Cambridge Clinic Mental Health, Cambridge Clinic Eye Services, Cambridge Clinic Anesthesia, Cambridge Clinic Occ Medicine, Cambridge Clinic J, Cambridge Clinic Emergency

Diabetes Management - A1c <= 7.9%, by Month, January 2013 - July 2015

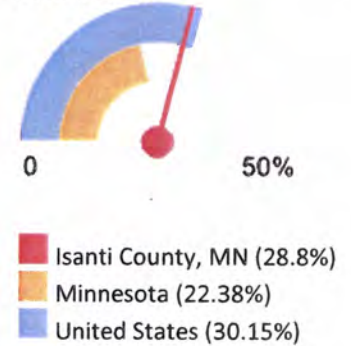


Dental Care Utilization

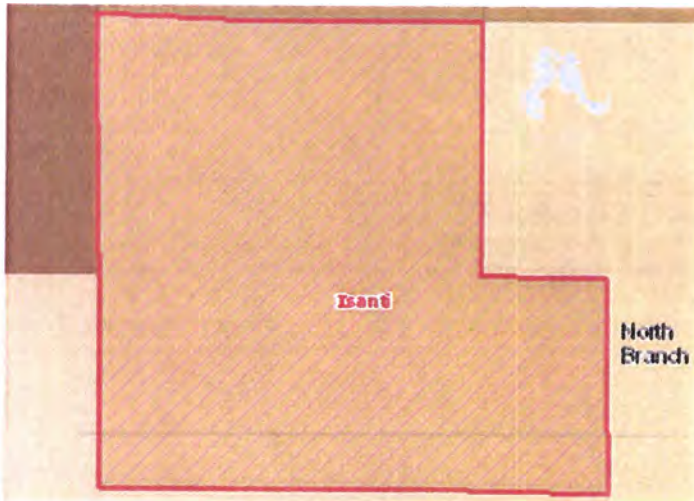
This indicator reports the percentage of adults aged 18 and older who self-report that they have not visited a dentist, dental hygienist or dental clinic within the past year. This indicator is relevant because engaging in preventive behaviors decreases the likelihood of developing future health problems. This indicator can also highlight a lack of access to preventive care, a lack of health knowledge, insufficient provider outreach, and/or social barriers preventing utilization of services.

Report Area	Total Population (Age 18+)	Total Adults Without Recent Dental Exam	Percent Adults with No Dental Exam
Isanti County, MN	27,668	7,969	28.8%
Minnesota	3,997,594	894,809	22.38%
United States	235,375,690	70,965,788	30.15%

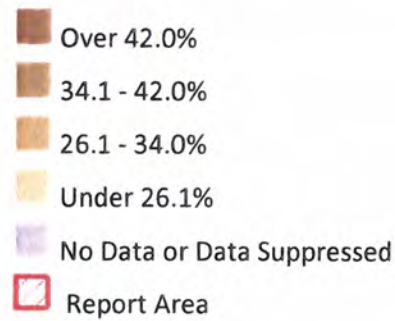
Percent Adults Without Recent Dental Exam



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Additional data analysis by CARES. 2006-10. Source geography: County



Adults Age 18 Without Dental Exam in Past 12 Months, Percent by County, BRFSS 2006-10



Immunization Rates- Childhood Series

Vaccines are very cost-effective and are an essential component of preventative health.

This indicator is also important because communities with pockets of unvaccinated and undervaccinated people are at increased risk for outbreaks of vaccine-preventable diseases.

Report Area	Childhood Series Rate
Isanti County, MN	61.3%
Minnesota	62.9%
United States	70.4%
<u>HP 2020 Target</u>	<= 80%

Data Sources: Minnesota Department of Public Health, Public Health Data Access Portal. https://apps.health.state.mn.us/mndata/immunization_map. 2013. Source geography: County

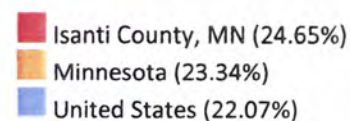
U.S. Department of Health and Human Services, Healthy People 2020, <http://www.healthypeople.gov/2020/topics-objectives/topic/immunization-and-infectious-diseases/objectives>, site accessed 9/14/15. Source geography: State and Nation

Lack of a Consistent Source of Primary Care

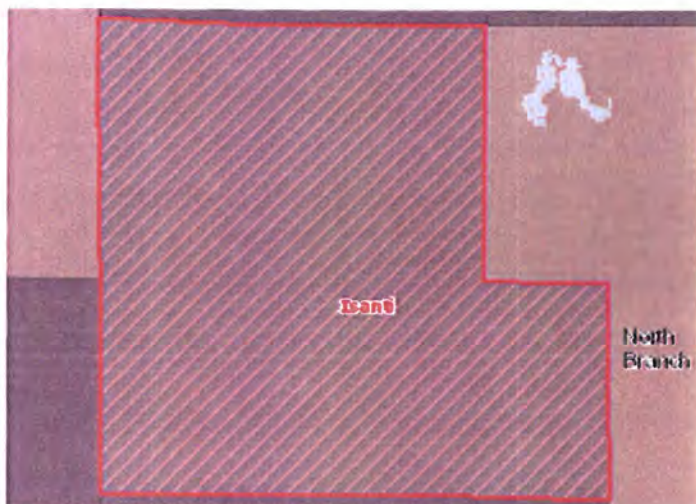
This indicator reports the percentage of adults aged 18 and older who self-report that they do not have at least one person who they think of as their personal doctor or health care provider. This indicator is relevant because access to regular primary care is important to preventing major health issues and emergency department visits.

Report Area	Survey Population (Adults Age 18+)	Total Adults Without Any Regular Doctor	Percent Adults Without Any Regular Doctor
Isanti County, MN	27,214	6,709	24.65%
Minnesota	4,018,895	937,951	23.34%
United States	236,884,668	52,290,932	22.07%

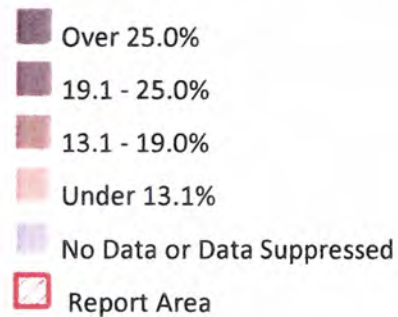
Percent Adults Without Any Regular Doctor



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Additional data analysis by CARES. 2011-12. Source geography: County



No Consistent Source of Primary Care, Percent of Adults Age 18+ by County, BRFSS 2011-12



Mental Health Screening (PHQ2), Allina Health Data

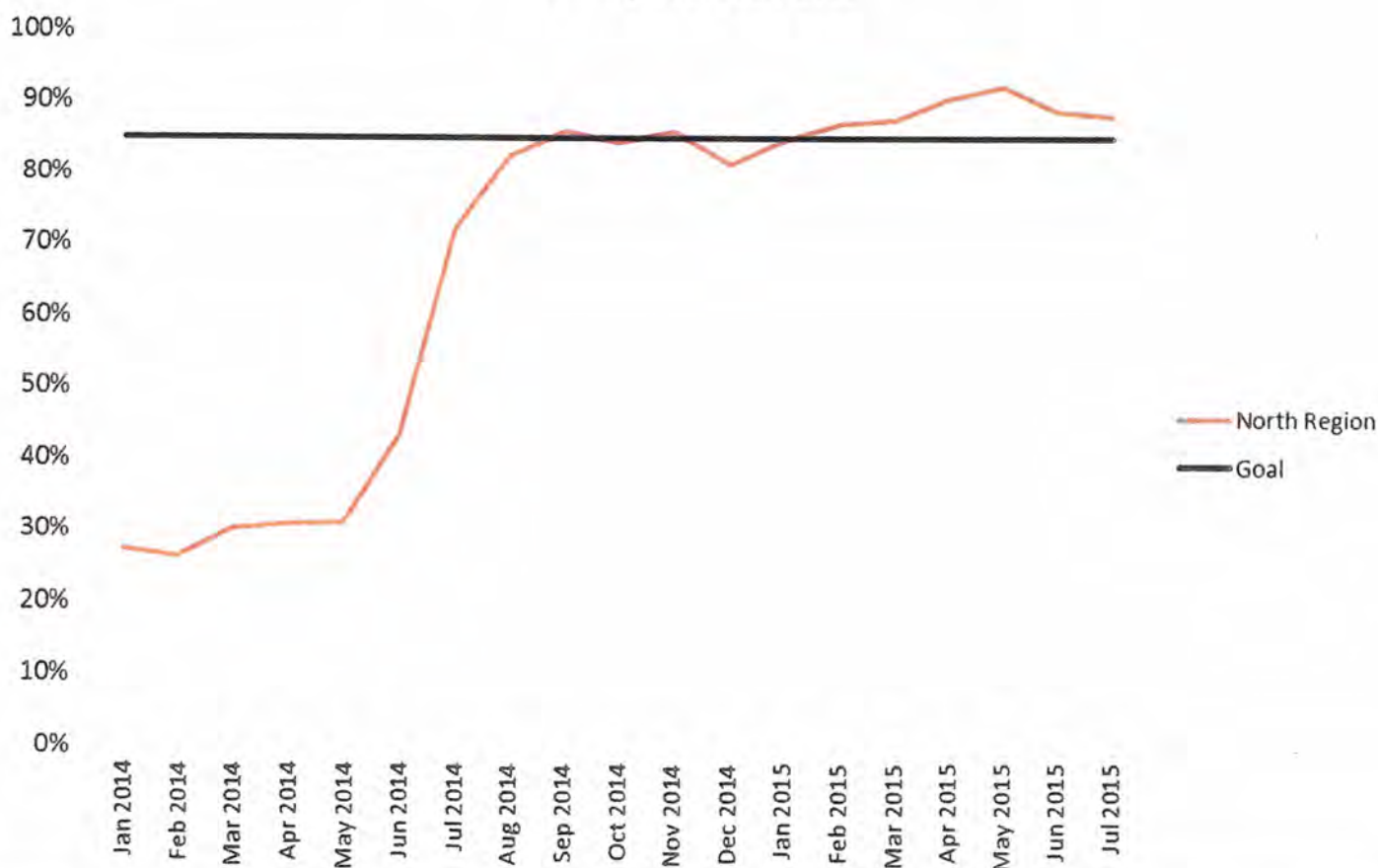
This indicator is the percentage of eligible patients who were screened for depression with the PHQ2 tool, a common mental wellness tool, at a well visit age 12 and older, within the last 12 months.

The PHQ2 questions are: "Over the past 2 weeks, how often have you been bothered by any of the following problems? 1. Little interest or pleasure in doing things 2. Feeling down, depressed or hopeless." This measure is currently on Allina Health's comprehensive scorecard.

Report Area	Mental Health Screening within Last 12 Months, July 2015
North Region	88.0%
System-wide Benchmark	69% (August 2014)
System-wide Goal	85% (December 2015)

Data Source: Allina Health Electronic Data Warehouse.

**Mental Health Screening, PHQ2, by Month
January 2014 - July 2015**



Prenatal Care

This indicator reports the percentage of women who do not obtain prenatal care during their first trimester of pregnancy. This indicator is relevant because engaging in prenatal care decreases the likelihood of maternal and infant health risks. This indicator can also highlight a lack of access to preventive care, a lack of health knowledge, insufficient provider outreach, and/or social barriers preventing utilization of services.

Report Area	% Receiving Prenatal Care in the 1 st Trimester
Isanti County, MN	86.5%
Minnesota	83%

Data Source: Minnesota Department of Health, Center for Health Statistics, 2013, <http://www.health.state.mn.us/djvs/chs/countyttables/profiles2014/index.html>, Source geography: county.

Population Living in a Health Professional Shortage Area

This indicator reports the percentage of the population that is living in a geographic area designated as a "Health Professional Shortage Area" (HPSA), defined as having a shortage of primary medical care, dental or mental health professionals. This indicator is relevant because a shortage of health professionals contributes to access and health status issues.

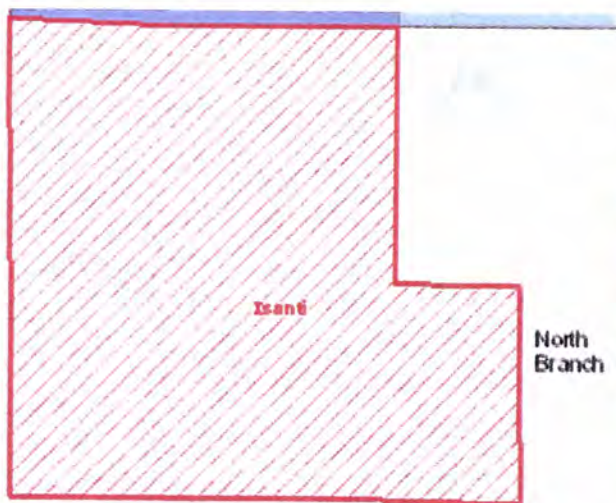
Report Area	Total Area Population	Population Living in a HPSA	Percentage of Population Living in a HPSA
Isanti County, MN	37,816	0	0%
Minnesota	5,303,925	648,923	12.23%
United States	308,745,538	105,203,742	34.07%

Percentage of Population Living in a HPSA



- Isanti County, MN (0%)
- Minnesota (12.23%)
- United States (34.07%)

Data Source: US Department of Health and Human Services, Health Resources and Services Administration, Health Resources and Services Administration. March 2015. Source geography: HPSA



Primary Care HPSA Components, Type and Degree of Shortage by Tract / County, HRSA HPSA Database March 2015

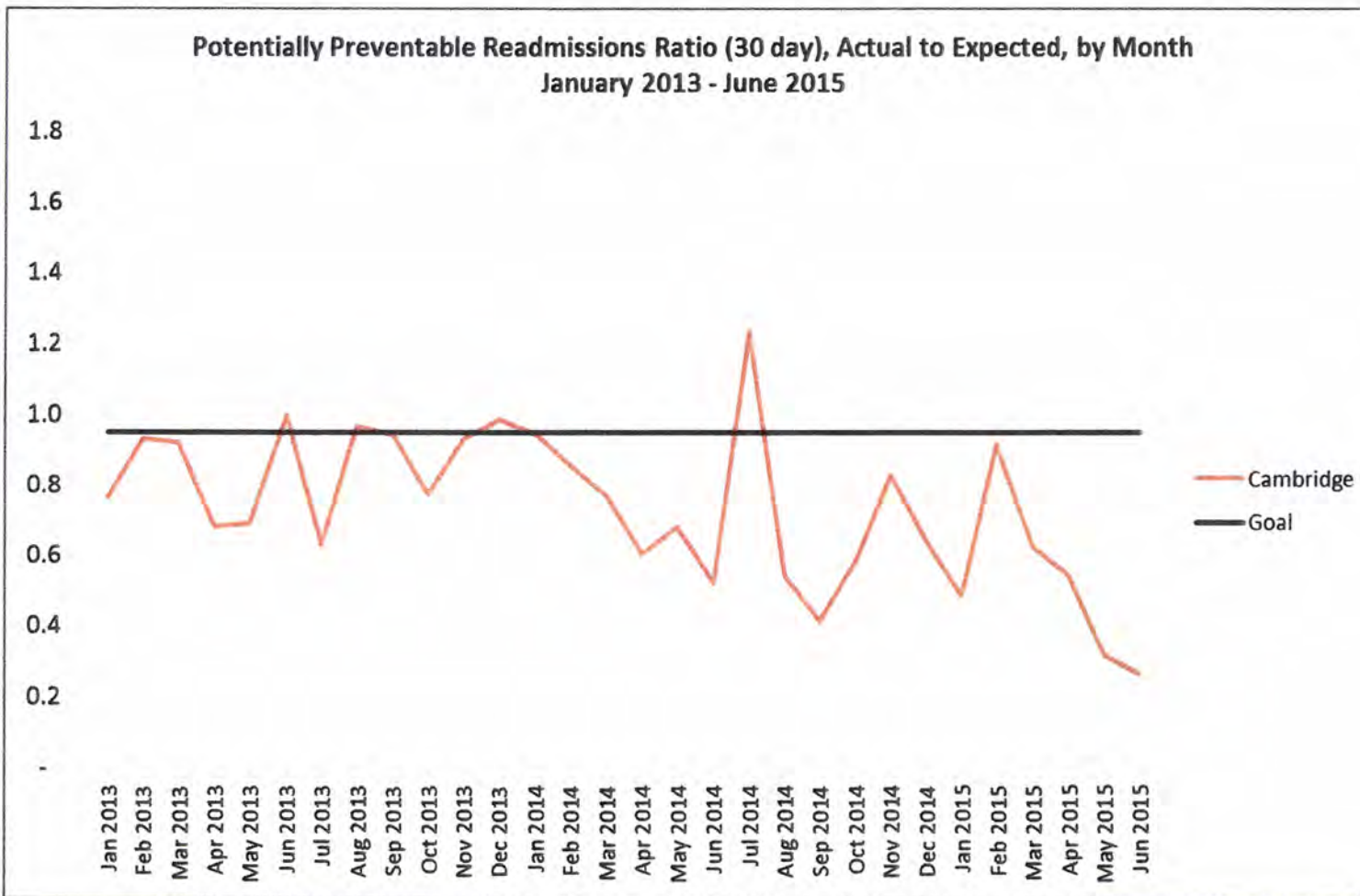
- Population Group; Over 20.0 FTE Needed
- Population Group; 1.1 - 20.0 FTE Needed
- Population Group; Under 1.1 FTE Needed
- Geographic Area; Over 20.0 FTE Needed
- Geographic Area; 1.1 - 20.0 FTE Needed
- Geographic Area; Under 1.1 FTE Needed
- Report Area

Potentially Preventable Readmissions Rate (30 day), Allina Health Data

The potentially preventable readmissions ratio is a measure used to identify clinically-related readmissions that are considered avoidable by most physicians. A ratio higher than 1 may indicate opportunities to improve the quality of care before and after discharge, as well as coordination of services between the hospital and outpatient setting.

Report Area	Potentially Preventable Readmissions Ratio (Actual to Expected), June 2015
Cambridge Medical Center	.263
System-wide Goal	.950 (December 2015)

Data Source: Allina Health Electronic Data Warehouse.



Health Behaviors

Health behaviors such as poor diet, a lack of exercise, and substance abuse contribute to poor health status.

Data Indicators

- Physical Inactivity- Adults
- Physical Activity- Youth
- Fruit/Vegetable Consumption- Adults
- Fruit/Vegetable Consumption- Youth
- Alcohol Consumption
- Tobacco Usage- Current Smokers
- Teen Births

Physical Inactivity- Adults

Within the report area, 5,544 or 19.5% of adults aged 20 and older self-report no leisure time for activity, based on the question: "During the past month, other than your regular job, did you participate in any physical activities or exercises such as running, calisthenics, golf, gardening, or walking for exercise?" This indicator is relevant because current behaviors are determinants of future health and this indicator may illustrate a cause of significant health issues, such as obesity and poor cardiovascular health.

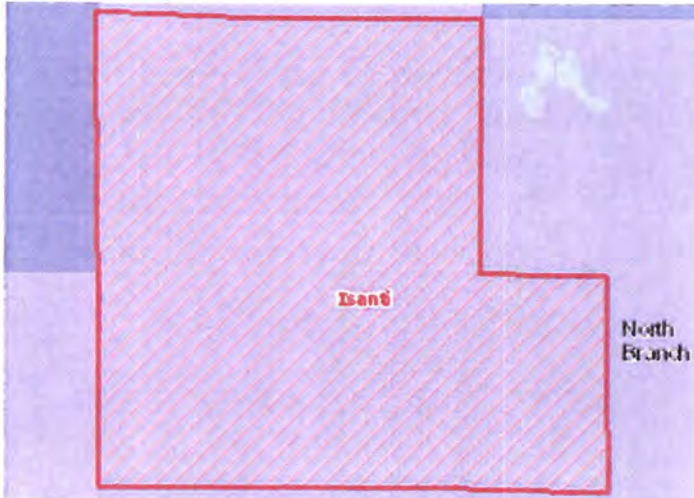
Report Area	Total Population Age 20+	Population with no Leisure Time Physical Activity	Percent Population with no Leisure Time Physical Activity
Isanti County, MN	27,720	5,544	19.5%
Minnesota	3,952,685	771,260	19.11%
United States	231,341,061	53,415,737	22.64%

Percent Population with no Leisure Time Physical Activity



- Isanti County, MN (19.5%)
- Minnesota (19.11%)
- United States (22.64%)

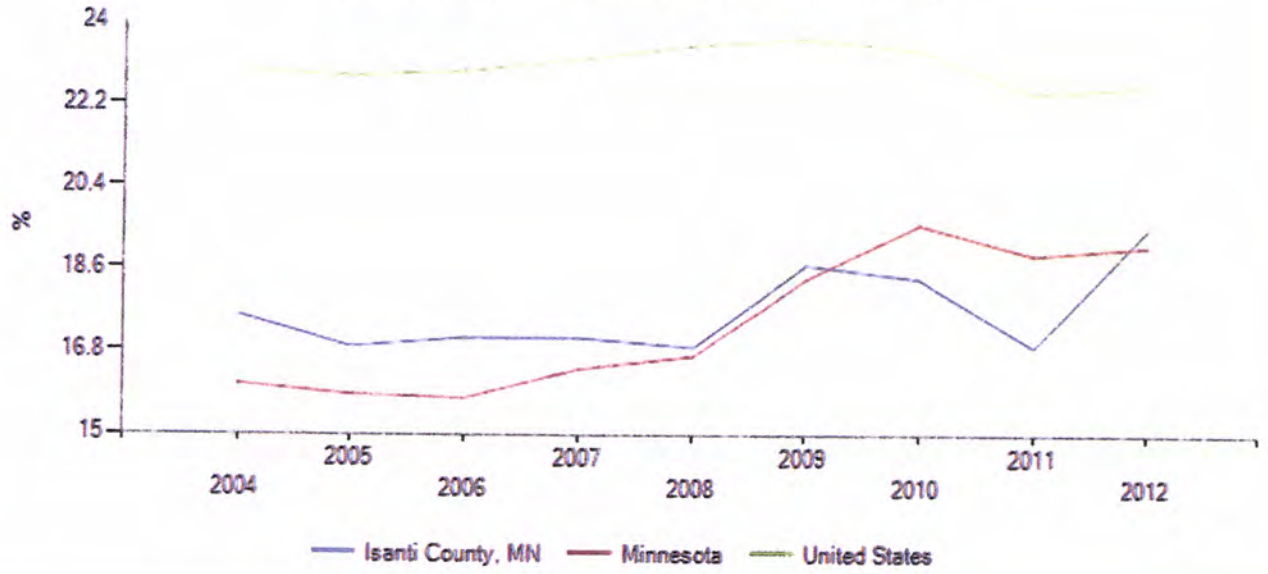
Data Source: Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion. 2012. Source geography: County



No Leisure-Time Physical Activity, Adults Age 20+, Percent by County, CDC NCCDPHP 2012

- Over 29.0%
- 26.1 - 29.0%
- 23.1 - 26.0%
- Under 23.1%
- Report Area

Percent Adults Physically Inactive by Year, 2004 through 2012



Physical Activity- Youth

This indicator looks at the percentage of 9th graders who were physically active for 60 minutes or more on at least five of the last seven days. The current Physical Activity Guidelines for youth from the U.S. Department of Health and Human Services are that children and adolescents ages 6 to 17 do 60 minutes or more of physical activity each day.

Report Area	9 th Grade Males, 5+ Days Physically Active 60+ Minutes	9 th Grade Females, 5+ Days Physically Active 60+ Minutes
Isanti County, MN	53%	46%
Minnesota	57%	44%

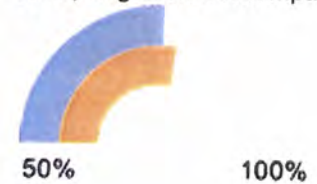
Data Source: Minnesota Department of Health, Center for Health Statistics, Minnesota Student Survey, 2013, County Tables and Statewide tables, <http://www.health.state.mn.us/divs/chs/mss/> Source geography: county and state

Fruit/Vegetable Consumption- Adults

This indicator is relevant because current behaviors are determinants of future health, and because unhealthy eating habits may cause significant health issues, such as obesity and diabetes.

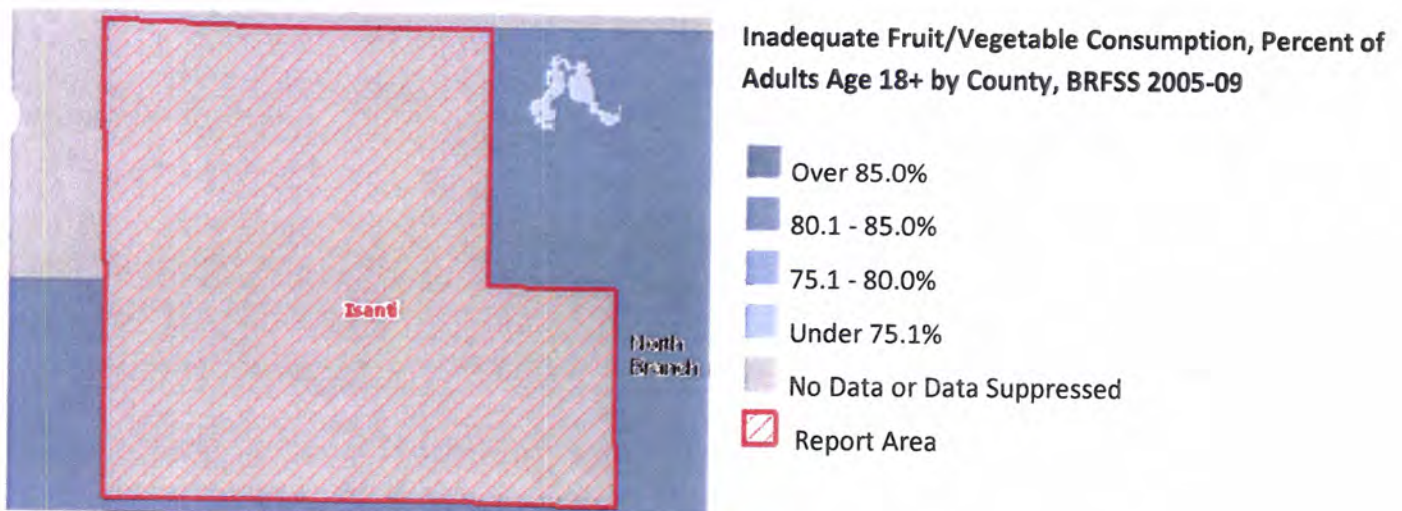
Report Area	Total Population (Age 18+)	Total Adults with Inadequate Fruit / Vegetable Consumption	Percent Adults with Inadequate Fruit / Vegetable Consumption
Isanti County, MN	28,573	no data	suppressed
Minnesota	3,926,248	3,066,400	78.1%
United States	227,279,010	171,972,118	75.67%

Percent Adults with Inadequate Fruit / Vegetable Consumption



■ Minnesota (78.1%)
■ United States (75.67%)

Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2005-09. Source geography: County



Fruit/Vegetable Consumption- Youth

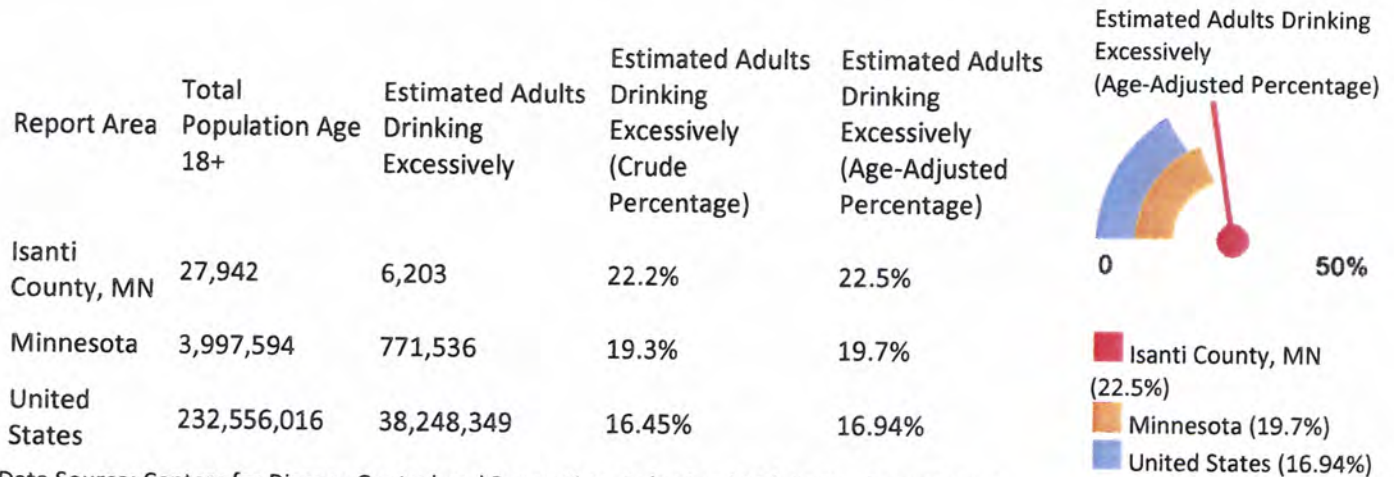
This indicator looks at the percentage of 9th graders who ate no servings of fruit in the last 7 days and those who ate no servings of vegetables in the last 7 days. These youth are far below the nutritional guidelines for daily fruit and vegetable consumption.

Report Area	9 th Grade Males, No Fruits in Last 7 Days	9 th Grade Females, No Fruits in Last 7 days	9 th Grade Males, No Vegetables in Last 7 Days	9 th Grade Females, No Vegetables in Last 7 days
Isanti County, MN	9%	9%	16%	11%
Minnesota	9%	6%	13%	8%

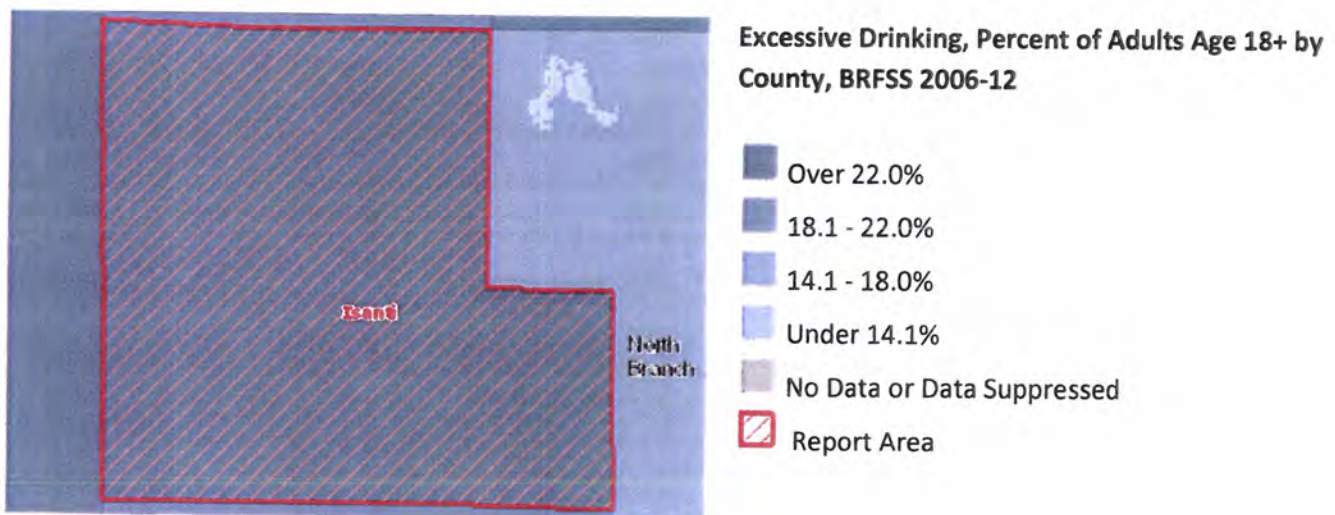
Data Source: Minnesota Department of Health, Center for Health Statistics, Minnesota Student Survey, 2013, County Tables and Statewide tables, <http://www.health.state.mn.us/divs/chs/mss/> Source geography: county and state

Alcohol Consumption

This indicator reports the percentage of adults aged 18 and older who self-report heavy alcohol consumption (defined as more than two drinks per day on average for men and one drink per day on average for women). This indicator is relevant because current behaviors are determinants of future health and this indicator may illustrate a cause of significant health issues, such as cirrhosis, cancers, and untreated mental and behavioral health needs.



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2006-12. Source geography: County

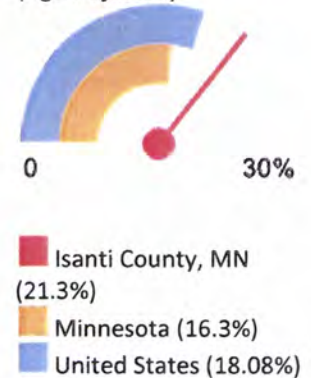


Tobacco Usage - Current Smokers

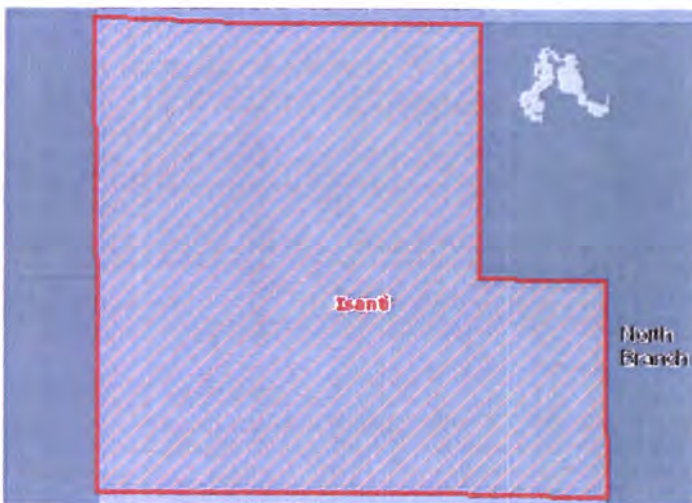
In the report area an estimated 5,868, or 21% of adults age 18 or older self-report currently smoking cigarettes some days or every day. This indicator is relevant because tobacco use is linked to leading causes of death such as cancer and cardiovascular disease.

Report Area	Total Population Age 18+	Total Adults Regularly Smoking Cigarettes	Percent Population Smoking Cigarettes (Crude)	Percent Population Smoking Cigarettes (Age-Adjusted)
Isanti County, MN	27,942	5,868	21%	21.3%
Minnesota	3,997,594	647,610	16.2%	16.3%
United States	232,556,016	41,491,223	17.84%	18.08%

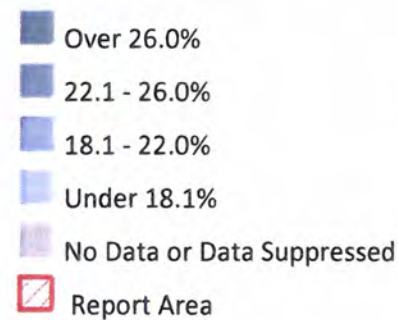
Percent Population Smoking Cigarettes (Age-Adjusted)



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2006-12. Source geography: County



Current Smokers, Adult, Percent of Adults Age 18+ by County, BRFSS 2006-12

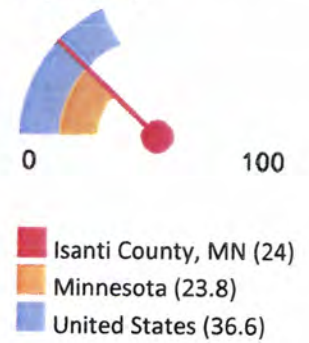


Teen Births

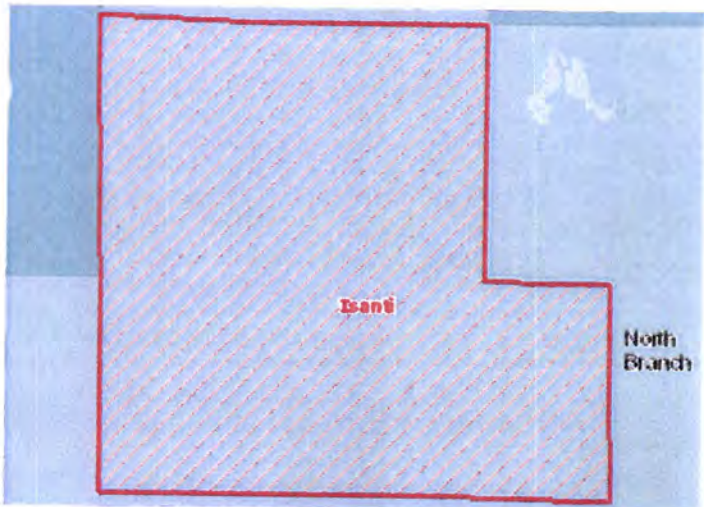
This indicator reports the rate of total births to women age of 15 - 19 per 1,000 female population age 15 - 19. This indicator is relevant because in many cases, teen parents have unique social, economic, and health support services. Additionally, high rates of teen pregnancy may indicate the prevalence of unsafe sex practices.

Report Area	Female Population Age 15 - 19	Births to Mothers Age 15 - 19	Teen Birth Rate (Per 1,000 Population)
Isanti County, MN	1,295	31	24
Minnesota	179,235	4,266	23.8
United States	10,736,677	392,962	36.6

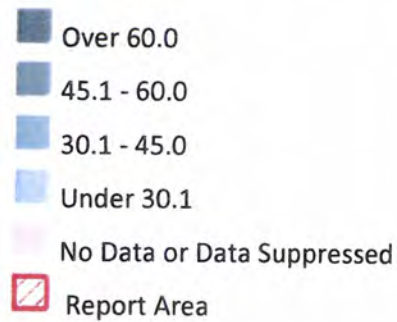
Teen Birth Rate (Per 1,000 Population)



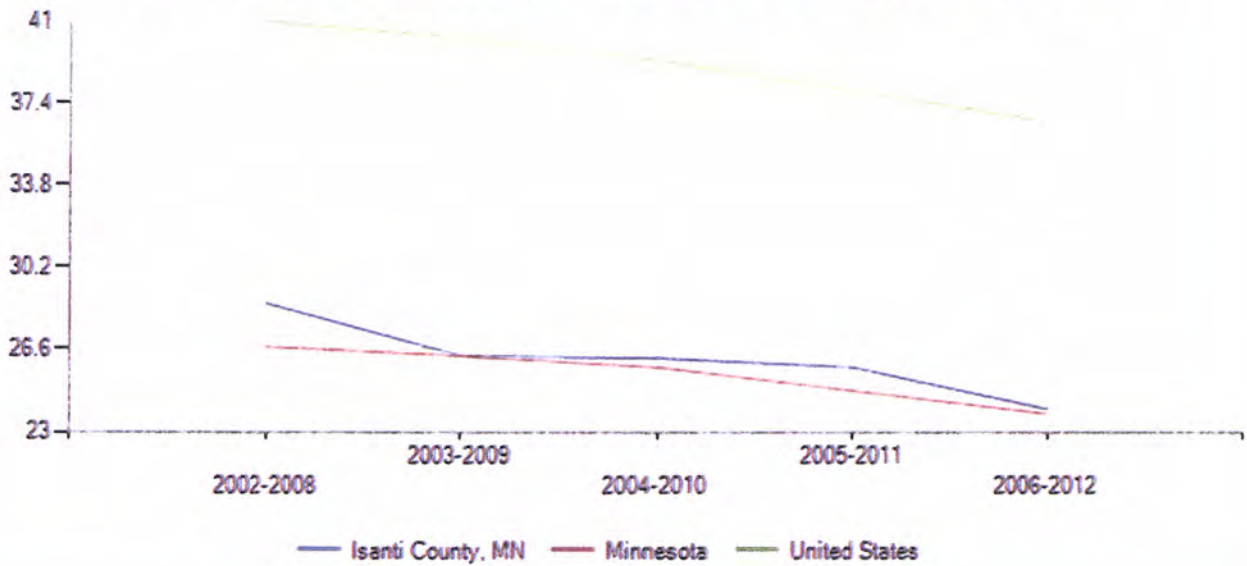
Data Source: US Department of Health and Human Services, Health Indicators Warehouse. Centers for Disease Control and Prevention, National Vital Statistics System. Accessed via CDC WONDER. 2006-12. Source geography: County



Births to Females Age 15-19, Rate (Per 1,000 Pop.) by County, NVSS 2006-12



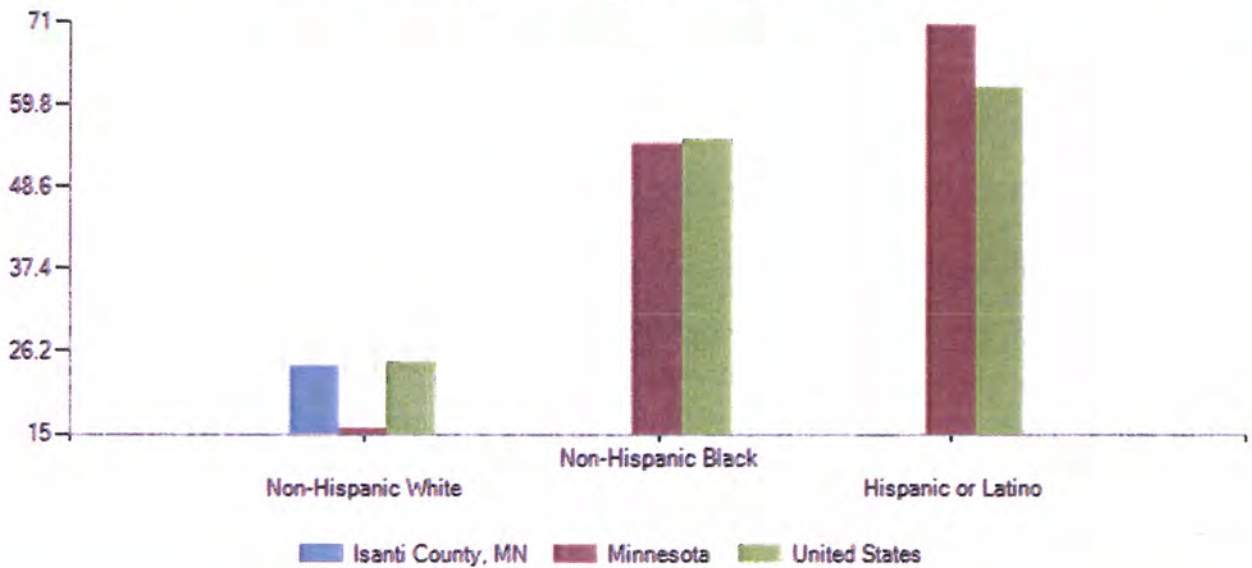
Births to Women Age 15-19, Rate (per 1,000 Pop.) by Time Period.
2002-2008 through 2006-2012



Births to Women Age 15-19, Rate (per 1,000 Pop.) by Race / Ethnicity

Report Area	Non-Hispanic White	Non-Hispanic Black	Hispanic or Latino
Isanti County, MN	24.1	no data	no data
Minnesota	15.7	54.5	70.6
United States	24.6	54.9	62

Births to Women Age 15-19, Rate (per 1,000 Pop.) by Race / Ethnicity



Health Outcomes

Measuring morbidity and mortality rates allows assessing linkages between social determinants of health and outcomes. By comparing, for example, the prevalence of certain chronic diseases to indicators in other categories (e.g., poor diet and exercise) with outcomes (e.g., high rates of obesity and diabetes), various causal relationships may emerge, allowing a better understanding of how certain community health needs may be addressed.

Data Indicators

- Diabetes- Adults
- Cancer
- Heart Disease- Adults
- Overweight- Adults
- Obesity- Adults
- Overweight/Obesity- Youth
- Adolescent Mental Health
- Poor General Health
- Low Birth Weight
- Mortality - Premature Death
- Infant Mortality
- Top Mortality Rates

Diabetes - Adults

This indicator reports the percentage of adults aged 20 and older who have ever been told by a doctor that they have diabetes. This indicator is relevant because diabetes is a prevalent problem in the U.S.; it may indicate an unhealthy lifestyle and puts individuals at risk for further health issues.

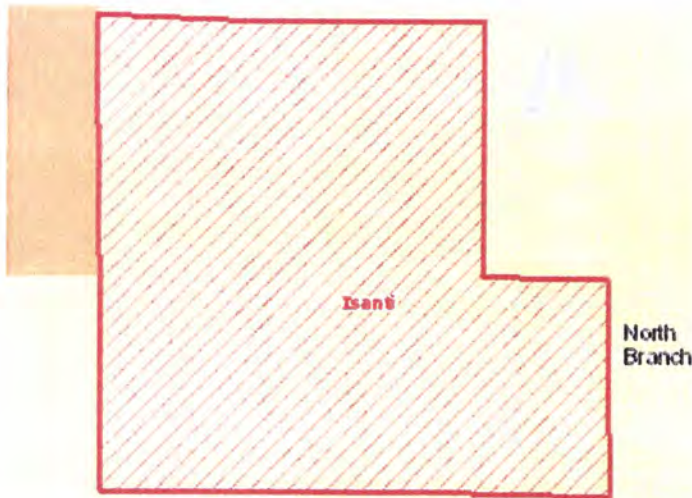
Report Area	Total Population Age 20+	Population with Diagnosed Diabetes	Population with Diagnosed Diabetes, Crude Rate	Population with Diagnosed Diabetes, Age-Adjusted Rate
Isanti County, MN	27,679	2,325	8.4	7.6%
Minnesota	3,953,683	303,850	7.69	7.07%
United States	234,058,710	23,059,940	9.85	9.11%

Percent Adults with Diagnosed Diabetes (Age-Adjusted)



- Isanti County, MN (7.6%)
- Minnesota (7.07%)
- United States (9.11%)

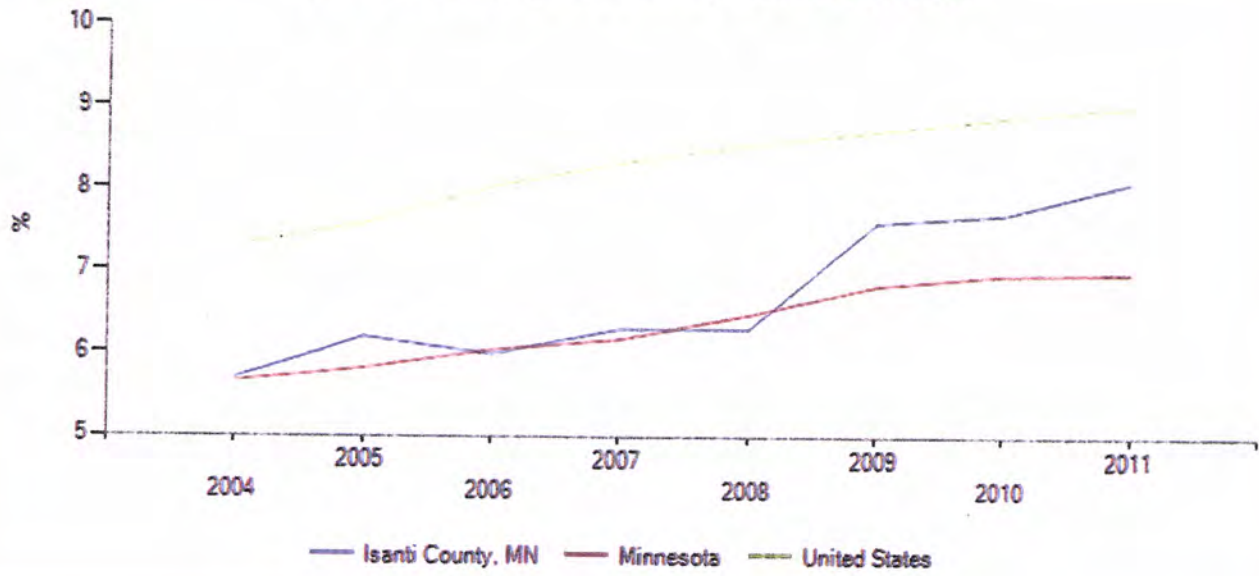
Data Source: Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion. 2012. Source geography: County



Diabetes Prevalence, Percent of Adults Age 20+ by County, CDC NCCDPHP 2012

- Over 11.0%
- 9.6 - 11.0%
- 8.1 - 9.5%
- Under 8.1%
- Report Area

Percent Adults with Diagnosed Diabetes by Year, 2004 through 2012



Cancer

This indicator is relevant because cancer is a leading cause of death and it is important to identify cancers separately to better target interventions. These indicators show yearly cancer incidence per 100,000 population.

Cancer incidence per 100,000 population
All ages combined, gender combined (except when noted), age-adjusted

Report Area	Prostate (male only)	Breast (female only)	Lung	Colon and Rectum	Melanoma
Isanti County, MN	138.1	130.4	66	29.7	22.4
Minnesota	144.7	130.3	55.4	41	27.1

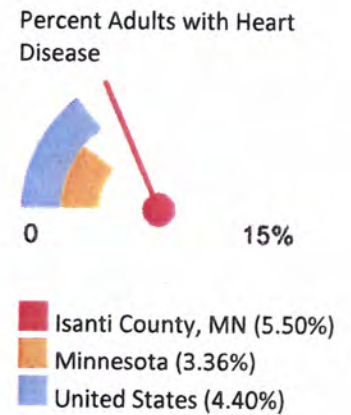
Data Sources: Minnesota, all cancers except prostate: Minnesota Department of Health, Public Health Data Access Portal. 2008-2012 data. Source geography: County

Minnesota, prostate only: Minnesota Department of Health, analysis provided by staff at the Minnesota Cancer Surveillance System. 2008-2012 data. Source geography: County

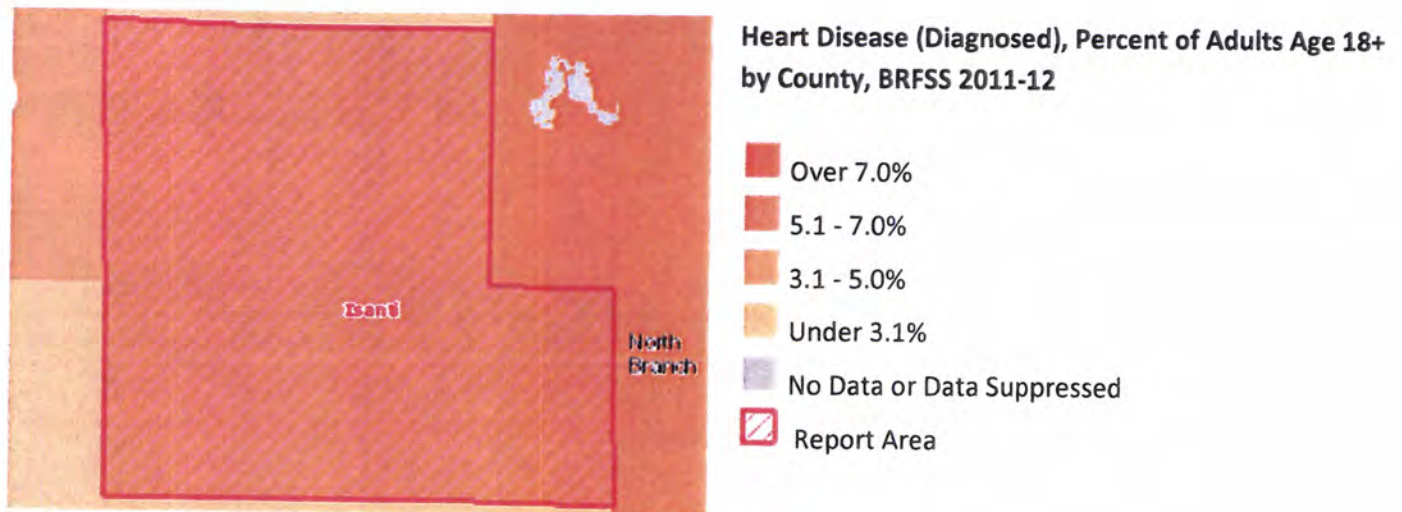
Heart Disease- Adults

1,449, or 5.50% of adults aged 18 and older have ever been told by a doctor that they have coronary heart disease or angina. This indicator is relevant because coronary heart disease is a leading cause of death in the U.S. and is also related to high blood pressure, high cholesterol, and heart attacks.

Report Area	Survey Population (Adults Age 18+)	Total Adults with Heart Disease	Percent Adults with Heart Disease
Isanti County, MN	26,335	1,449	5.50%
Minnesota	4,011,987	134,631	3.36%
United States	236,406,904	10,407,185	4.40%



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Additional data analysis by CARES. 2011-12. Source geography: County

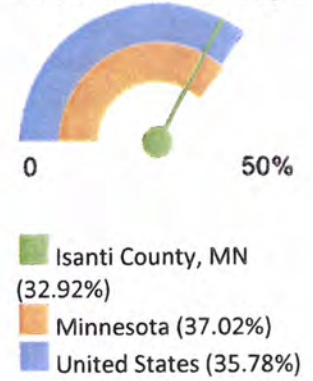


Overweight- Adults

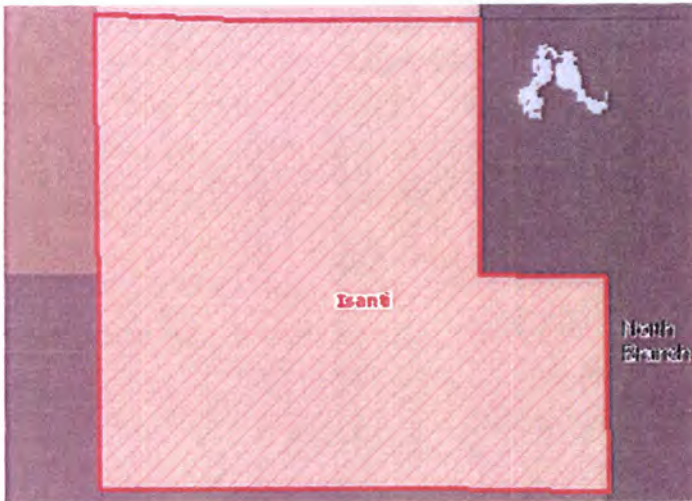
32.92% of adults aged 18 and older self-report that they have a Body Mass Index (BMI) between 25.0 and 30.0 (overweight) in the report area. Excess weight may indicate an unhealthy lifestyle and puts individuals at risk for further health issues.

Report Area	Survey Population (Adults Age 18+)	Total Adults Overweight	Percent Adults Overweight
Isanti County, MN	25,978	8,551	32.92%
Minnesota	3,780,697	1,399,672	37.02%
United States	224,991,207	80,499,532	35.78%

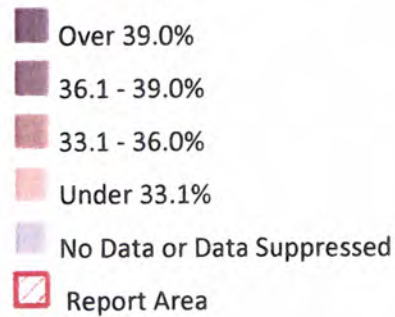
Percent Adults Overweight



Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Additional data analysis by CARES. 2011-12. Source geography: County



Overweight (BMI 25.0-29.9), Adults Age 18+, Percent by County, BRFSS 2011-12

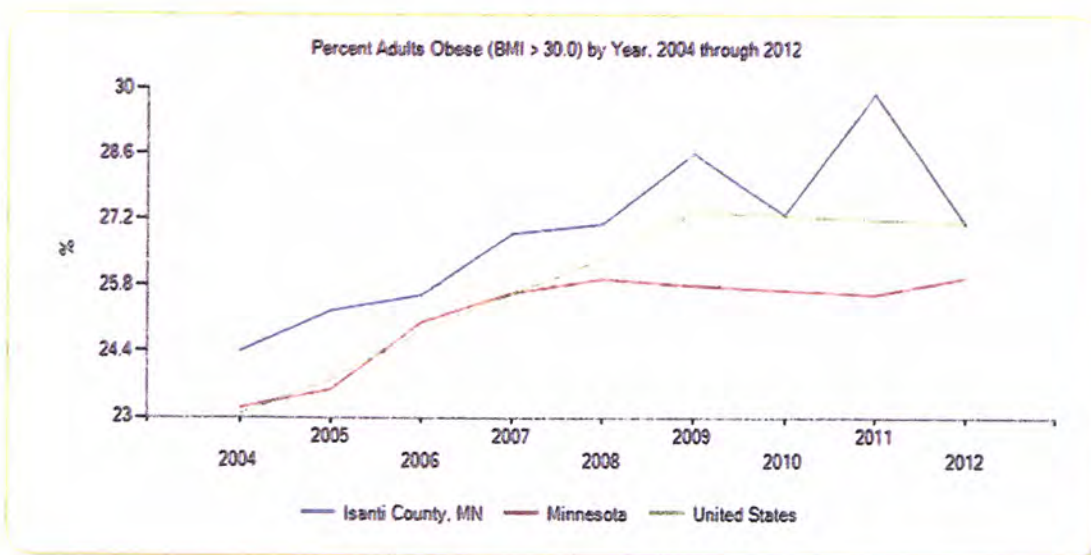
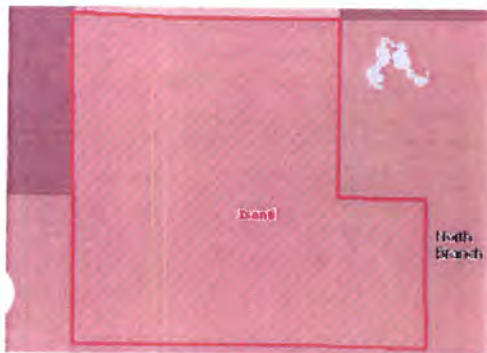
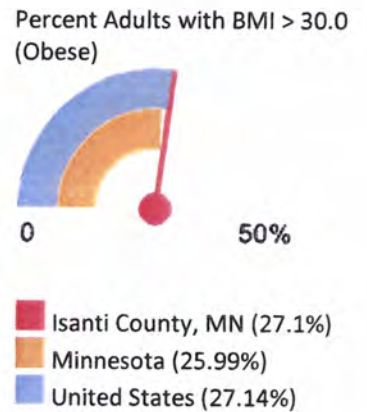


Obesity- Adults

7.1% of adults aged 20 and older self-report that they have a Body Mass Index (BMI) greater than 30.0 (obese) in the report area. Excess weight may indicate an unhealthy lifestyle and puts individuals at risk for further health issues.

Report Area	Total Population Age 20	Adults with BMI > 30.0 (Obese)	Percent Adults with BMI > 30.0 (Obese)
Isanti County, MN	27,717	7,650	27.1%
Minnesota	3,953,797	1,041,181	25.99%
United States	231,417,834	63,336,403	27.14%

Data Source: Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion. 2012. Source geography: County



Overweight/Obesity- Youth

This table outlines the percentage of 9th graders who are overweight or obese based on self-report their weight and height. BMI-for-age growth charts classify children from the 85th to less than the 95th percentile as overweight and equal to or greater than the 95th percentile as obese.

Report Area	9 th Grade Males, Overweight	9 th Grade Females, Overweight	9 th Grade Males, Obese	9 th Grade Females, Obese
Isanti County, MN	11%	13%	13%	5%
Minnesota	15%	12%	12%	6%

Data Source: Minnesota Department of Health, Center for Health Statistics, Minnesota Student Survey, 2013, County Tables and Statewide tables, <http://www.health.state.mn.us/divs/chs/mss/> Source geography: county and state

Adolescent Mental Health

To assess mental health, the Minnesota Student Survey asks questions that are adapted from the GAIN Short Screener (GAIN-SS) and were new to the MSS in 2013.

Two of the questions were, “During the last 12 months, have you had SIGNIFICANT problems with feeling very trapped, lonely, sad, blue, depressed or hopeless about the future?” and “During the last 12 months, have you had SIGNIFICANT problems with feeling very anxious, nervous, tense, scared, panicked or like something bad was going to happen?”

Report Area	9 th Grade Males, Significant Problems with Feeling Depressed in Last 12 Months	9 th Grade Females, Significant Problems with Feeling Depressed in Last 12 Months	9 th Grade Males, Significant Problems with Feeling Anxious in Last 12 months	9 th Grade Females, Significant Problems with Feeling Anxious in Last 12 Months
Isanti County, MN	22%	45%	23%	44%
Minnesota	20%	38%	23%	41%

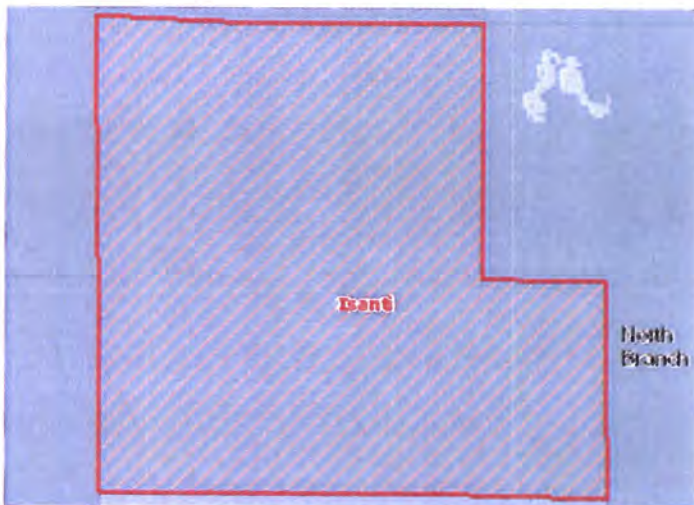
Data Source: Minnesota Department of Health, Center for Health Statistics, Minnesota Student Survey, 2013, County Tables and Statewide tables, <http://www.health.state.mn.us/divs/chs/mss/> Source geography: county and state

Poor General Health

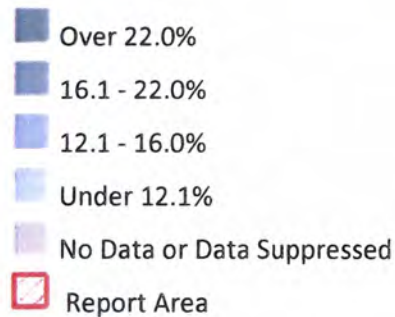
Within the report area 12.8% of adults age 18 and older self-report having poor or fair health in response to the question "Would you say that in general your health is excellent, very good, good, fair, or poor?" This indicator is relevant because it is a measure of general poor health status.

Report Area	Total Population Age 18+	Estimated Population with Poor or Fair Health	Crude Percentage	Age-Adjusted Percentage	Percent Adults with Poor or Fair Health (Age-Adjusted)
Isanti County, MN	27,942	3,577	12.8%	12.5%	
Minnesota	3,997,594	431,740	10.8%	10.5%	
United States	232,556,016	37,766,703	16.24%	15.74%	

Data Source: Centers for Disease Control and Prevention, Behavioral Risk Factor Surveillance System. Accessed via the Health Indicators Warehouse. US Department of Health and Human Services, Health Indicators Warehouse. 2006-12. Source geography: County



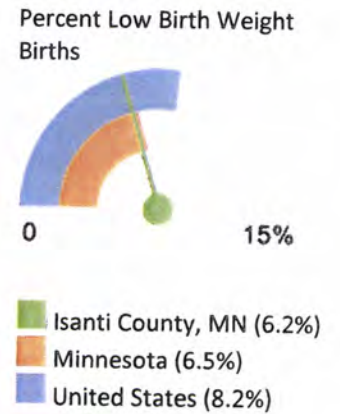
Adults with Poor or Fair Health, Percent by County, BRFSS 2006-12



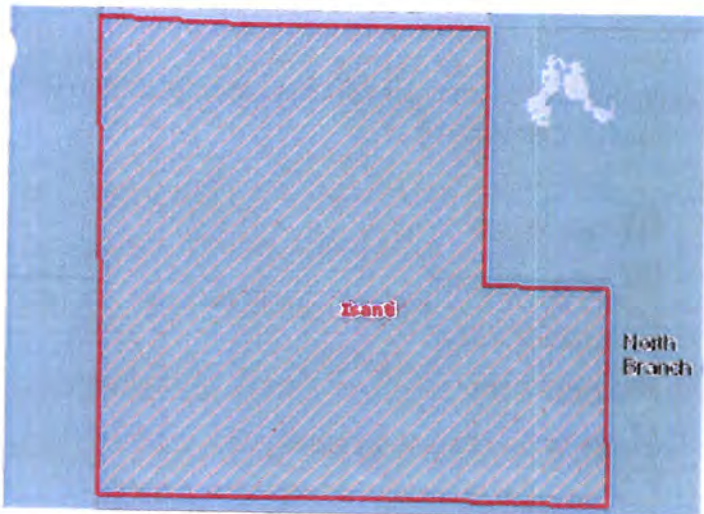
Low Birth Weight

This indicator reports the percentage of total births that are low birth weight (Under 2500g). This indicator is relevant because low birth weight infants are at high risk for health problems. This indicator can also highlight the existence of health disparities.

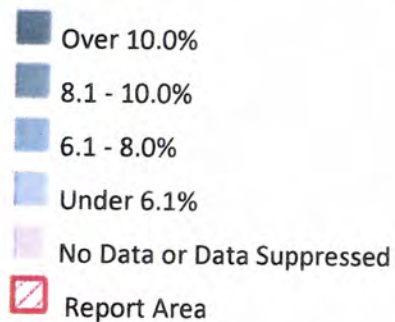
Report Area	Total Live Births	Low Weight Births (Under 2500g)	Low Weight Births, Percent of Total
Isanti County, MN	3,451	214	6.2%
Minnesota	501,921	32,625	6.5%
United States	29,300,495	2,402,641	8.2%
			HP 2020 Target ≤ 7.8%



Data Source: US Department of Health and Human Services, Health Indicators Warehouse. Centers for Disease Control and Prevention, National Vital Statistics System. Accessed via CDC WONDER. 2006-12. Source geography: County



Low Birth Weight, Percent of Live Births by County, NVSS 2006-12

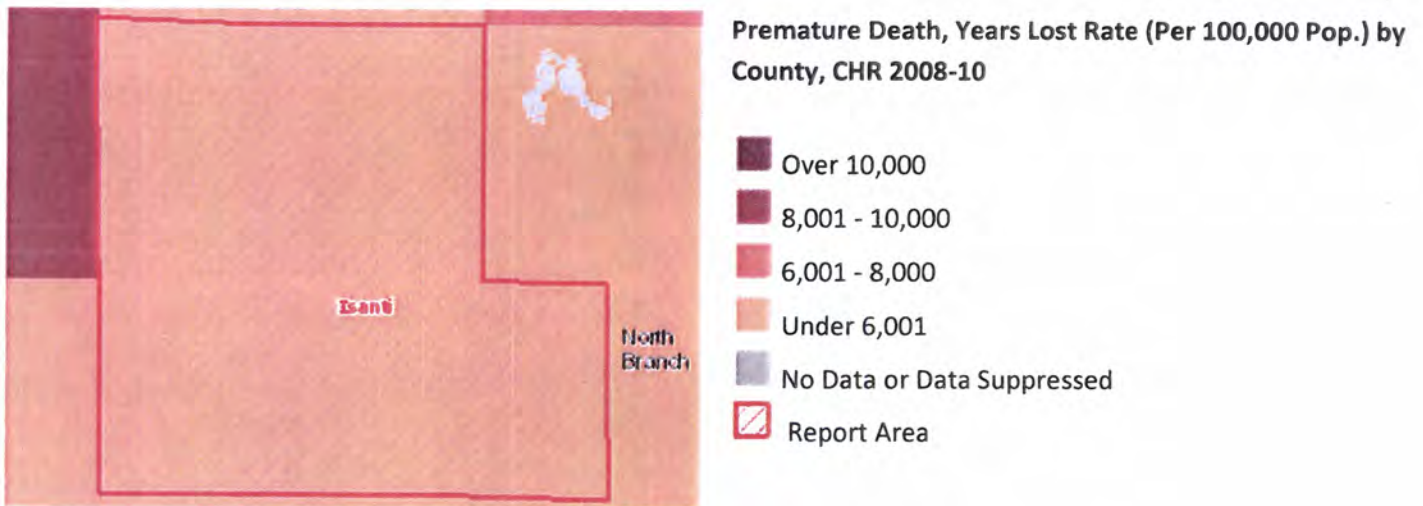


Mortality - Premature Death

This indicator reports Years of Potential Life Lost (YPLL) before age 75 per 100,000 population for all causes of death, age-adjusted to the 2000 standard. YPLL measures premature death and is calculated by subtracting the age of death from the 75 year benchmark. This indicator is relevant because a measure of premature death can provide a unique and comprehensive look at overall health status.

Report Area	Total Population, 2008-2010 Average	Total Premature Deaths, 2008-2010 Average	Total Years of Potential Life Lost, 2008-2010 Average	Years of Potential Life Lost, Rate per 100,000 Population	Years of Potential Life Lost, Rate per 100,000 Population
Isanti County, MN	38,283	96	1,791	4,677	<p>5000 10000</p> <ul style="list-style-type: none"> Isanti County, MN (4,677) Minnesota (5,164) United States (6,851)
Minnesota	5,344,861	14,258	275,990	5,164	
United States	311,616,188	1,074,667	21,327,690	6,851	

Data Source: University of Wisconsin Population Health Institute, County Health Rankings. Centers for Disease Control and Prevention, National Vital Statistics System. Accessed via CDC WONDER. 2008-10. Source geography: County

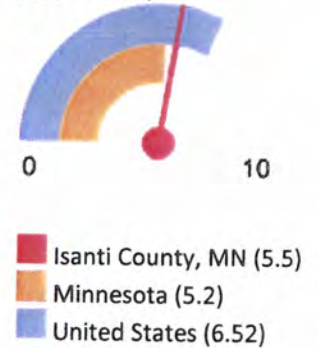


Infant Mortality

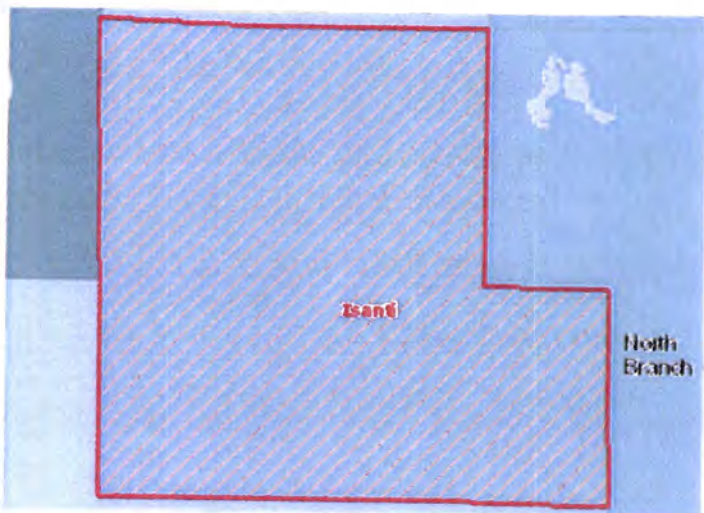
This indicator reports the rate of deaths to infants less than one year of age per 1,000 births. This indicator is relevant because high rates of infant mortality indicate the existence of broader issues pertaining to access to care and maternal and child health.

Report Area	Total Births	Total Infant Deaths	Infant Mortality Rate (Per 1,000 Births)
Isanti County, MN	2,550	14	5.5
Minnesota	357,535	1,859	5.2
United States	20,913,535	136,369	6.52
<u>HP 2020 Target</u>			<= 6.0

Infant Mortality Rate (Per 1,000 Births)



Data Source: Centers for Disease Control and Prevention, National Vital Statistics System. Accessed via CDC WONDER. Centers for Disease Control and Prevention, Wide-Ranging Online Data for Epidemiologic Research. 2006-10. Source geography: County



Infant Mortality, Rate (Per 1,000 Live Births) by County, AHRF 2006-10



Top Mortality Rates

Minnesota Top Causes of Death, All Ages, 2014	Rate
Malignant Neoplasms	176.4
Diseases of the Heart	138.7
Accidents	45.6
Chronic Lower Respiratory Diseases	41.5
Cerebrovascular Diseases	39.8
Alzheimer's Diseases	29.7
Diabetes Mellitus	21.7
Intentional Self-Harm (Suicide)	12.5
Nephritis/Nephrotic Syndrome/Nephrosis	12.3
Influenza and Pneumonia	11.5

Data Source: Minnesota Department of Health, Center for Health Statistics, 2014 Minnesota Health Statistics, Mortality Section.
<http://www.health.state.mn.us/divs/chs/annsum/14annsum/Mortality2014.pdf>, Source geography: State

Please see [Health Indicators Report footnotes](#) for information about the data background, analysis methodologies and other related notes.

The majority of this report was prepared by [Community Commons](#), September 03, 2015.

Supplemental Information

Any additional sources can be added to this section of the packet.

Lynda Woulfe

From: Margie Schlueter <Margie.Schlueter@anokaramsey.edu>
Sent: Wednesday, November 04, 2015 10:49 AM
To: Brian Johnson; Christy Flaspeter; Deb Henton; Eric Champion; Jeff Edblad; Julia Espe; Kathy Lindo; Kirsten Hagen Kennedy; Lynda Woulfe; lynne@tamarixcounseling.com; Marlys Palmer; Minda Nelson; Raymond Queener; Rebecca Perrotti; Stan Gustafson; Stephanie Edof; Steve Shurts; Sue Larson; Troy Ferguson
Cc: Kent Hanson; Andrew Aspaas; Deidra Peaslee; Donald Lewis; Heidi Vidor; Jamie Barthel; Jay Nelson; Mary Jacobson; Steve Crittenden; William Bear; Michael Werner; Karla Sand
Subject: Cambridge College Advisory Committee Meeting
Attachments: Nov 12.docx; Goal4MissionGoals09 01 2015.docx; Cambridge Open Forum 09_24_2015.docx

Hello,

Our next Anoka-Ramsey Community College Advisory Committee Meeting is Thursday, November 12 from 7:30-9:00 a.m. in room G201. During this meeting we will be discussing Goal 4 of the Strategic Plan. I've attached the agenda, the current draft of the mission and goals, as well as notes that were taken during an open forum at the Cambridge campus.

Please RSVP to me by noon on Monday, November 9 so I may have an accurate count for food. We look forward to seeing you all next week.

Thank you,
Margie

Margie Schlueter

Administrative Assistant | Office of the President

Anoka Technical College

Anoka-Ramsey Community College

O: 763-433-1119 | F: 763-433-1121





ANOKA-RAMSEY
COMMUNITY COLLEGE

CAMBRIDGE • COON RAPIDS

COLLEGE ADVISORY COMMITTEE – CAMBRIDGE CAMPUS

Thursday, November 12, 2015

7:30 to 9:00 a.m.

Room: G102

AGENDA

7:30 a.m.

Breakfast

8:00 a.m.

Strategic Plan – Goal 4

a) Alignment Mission and Goals

b) What are the unique attributes and accomplishments of this college?

Next Meeting: December 10, 2015

What are the unique attributes and areas of accomplishment to each college?

- Honors program (more prevalent in years past) *courses no longer offered
- Minnesota writer on campus
- Earth friendly fair
- Smaller class sizes in general
- More of a community feel, personal (staff know students by name)
- Opportunities where students can transfer to
- Block schedule (FT 1-2 days/week) * great for employed students
- Sciences – lecture instructor is your lab instructor
- Pharm. Tech. program
- Green dot – faculty, staff, campus-wide, violence/abuse prevention
- Demographics – (need to check age groups) (PSEO, returning students)
- TRIO – SSS
- Convenient Parking
- Arts program – mural, music (art gallery to come soon by stain glass hallway)
- Guitar ensemble
- Up to date technology – SMART classroom, office 2013
- Disability friendly – ADA
- Parking fees included in tuition, no separate pass necessary
- Access to student services, low waits
 - Appointments
 - Walk-ins
- Location – close to community
- Dual campus – more options, flexibility with classes, variety in day/night classes
- First year experience – each class is linked with an advisor, increased retention if students attend FYE
- Candle light ski – community
- Science night/day

What are the unique attributes and areas of accomplishment to each college?

- Smaller campus – not so lost (cc) * find average class size*
- No TA's – all faculty
- Follow up with job placement
- Collaboration for student success
- Biofuel research
- Strong nursing program – smaller cohorts with one on one teacher time, lab tech time, sim. lab
- PSEO friendly
 - catering to home schooled students
- CLEP and DDST testing site
- Nature trails/restored prairie (market this, create understanding)
 - biology and environmental studies
- Community garden – farmers market?
- 1996 - newest facilities (in entirety)
- Open computer labs (included in tuition)
- Abundance of student space beyond classrooms
- 75 out of 90 apply for scholarship opportunities
- Simple registration and enrollment processes
 - Express – under a few hours
 - Re-evaluate express orientation
- Student preparation is more thorough (in transfer students) than other colleges
- It's the environment – everyone knows each other
 - Student, faculty, staff . . .

Goal Four of the current Strategic Plan for Anoka Technical College and Anoka-Ramsey Community College is to “Establish a Strong Identity and Reputation for Excellence.” The specific charge of the Goal Four Strategic Planning implementation team is to “articulate a shared identity that is pervasive in the region, while emphasizing the strengths and distinctiveness of the two colleges and three campuses.”

In an effort to move forward with this objective, the Strategic Planning Implementation Team for Goal 4 has drafted a mission statement and set of goals for the aligned colleges. This mission statement and set of goals are the result of a collaborative process that began conversations at the President’s Open Forum meetings and discussions with our College Advisory Committees. After that, an analysis of the mission statements of other consortium and multi-campus colleges and universities was conducted. Additionally, all relevant data collected during the strategic planning process was integrated into these concepts.

After drafting some potential mission statements and goals, the implementation team asked key faculty on each of the three campuses to “wordsmith” the document. The drafted mission statement and goals were then shared with the college campuses on several occasions welcoming feedback that the implementation team used to review, revise, and arrive at what we are proud to share with the respective colleges. This process culminated in the current mission statement and goals which were shared at the spring 2015 Gallery Walk displaying the results of each task force’s work. As such, the Goal Four Strategic Planning Implementation Team recommends the following mission statement and set of goals for Anoka-Ramsey Community and Anoka Technical Colleges:

“While respecting the distinct identity and purpose of each college, the Anoka-Ramsey and Anoka Technical College alignment promotes collaboration and the sharing of resources, ideas, and information between both colleges and all three campuses to more effectively and efficiently serve our students and communities and to offer our students expanded opportunities for a quality liberal arts and career-focused education as well as co-curricular experiences.”

Goals:

1. Leverage the programs and resources at all three campuses to enhance student success and expanded opportunities.
2. Facilitate an efficient exchange of diverse knowledge, talent, and practices between all three campuses to promote effective operations across the alliance.
3. Build a reputation of excellence based on innovation, strategic growth, and continuous improvement.
4. Simplify the processes for students taking or transferring classes and participating in activities at more than one of the three campuses.

Goal Four of the current Strategic Plan for Anoka Technical College and Anoka-Ramsey Community College is to “Establish a Strong Identity and Reputation for Excellence.” The specific charge of the Goal Four Strategic Planning implementation team is to “articulate a shared identity that is pervasive in the region, while emphasizing the strengths and distinctiveness of the two colleges and three campuses.”

In an effort to move forward with this objective, the Strategic Planning Implementation Team for Goal 4 has drafted a mission statement and set of goals for the aligned colleges. This mission statement and set of goals are the result of a collaborative process that began conversations at the President’s Open Forum meetings and discussions with our College Advisory Committees. After that, an analysis of the mission statements of other consortium and multi-campus colleges and universities was conducted. Additionally, all relevant data collected during the strategic planning process was integrated into these concepts.

After drafting some potential mission statements and goals, the implementation team asked key faculty on each of the three campuses to “wordsmith” the document. The drafted mission statement and goals were then shared with the college campuses on several occasions welcoming feedback that the implementation team used to review, revise, and arrive at what we are proud to share with the respective colleges. This process culminated in the current mission statement and goals which were shared at the spring 2015 Gallery Walk displaying the results of each task force’s work. As such, the Goal Four Strategic Planning Implementation Team recommends the following mission statement and set of goals for Anoka-Ramsey Community and Anoka Technical Colleges:

“While respecting the distinct identity and purpose of each college, the Anoka-Ramsey and Anoka Technical College alignment promotes collaboration and the sharing of resources, ideas, and information between both colleges and all three campuses to more effectively and efficiently serve our students and communities and to offer our students expanded opportunities for a quality liberal arts and career-focused education as well as co-curricular experiences.”

Goals:

1. Leverage the programs and resources at all three campuses to enhance student success and expanded opportunities.
2. Facilitate an efficient exchange of diverse knowledge, talent, and practices between all three campuses to promote effective operations across the alliance.
3. Build a reputation of excellence based on innovation, strategic growth, and continuous improvement.
4. Simplify the processes for students taking or transferring classes and participating in activities at more than one of the three campuses.

Lynda Woulfe

From: Dave Maurer <dmaurer@c-ischools.org>
Sent: Monday, November 23, 2015 1:50 PM
To: aezdon@aol.com; Eric.Anderson@anokaramsey.edu; George@GeorgeWimmer.com; Jean Rabideau-Quesnel; Jett Serie (jettserie@gmail.com); Joe Morin; k.anderson621@gmail.com; Kelli Klossner (jkklossnerfamily@gmail.com); ktoms1@hotmail.com; llwedlund@yahoo.com; Lynda Woulfe; Raymond Queener
Subject: Tonight's meeting
Attachments: November 2015 CEAC agenda.docx

Good afternoon,

Just a quick reminder that we do have a meeting tonight at IIS. I have attached the agenda. I will bring copies with me to the meeting.

Thanks,

Dave Maurer
Director of Community Education
Phone: 763-689-6220
Fax: 763-689-6239



<http://www.cambridge.k12.mn.us/~comm-ed/>

The way of a canoe is the way of the wilderness and of a freedom almost forgotten, the open door to waterways of ages past and a way of life with profound and abiding satisfaction. Sigurd Olson



**Community Education Advisory Council Meeting
November 23rd, 2015
Isanti Intermediate School
5:00 – 6:30 p.m.**

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

Reports (comments or questions on the written reports)

- Open forum for members

Members: Joe Morin, George Wimmer, Eric Anderson, Lynn Wedlund, Erika Zdon, Kelly Anderson, Kelli Klossner, Karmen Toms, Jett Serie, Warren Thunstrom, Dave Maurer

Staff Report: None

New Business:

- Advisory Council goals Joe
 - Survey Monkey: use to gather information about programs
 - We are currently getting 50 – 80% return on paper surveys.
- Review CEAC Handbook Joe
 - Members will review and bring any suggested changes or updates to meeting.
- Program offerings and concerns expressed
 - Example: Spirit and Ghost class offerings
 - Ghost class had 18, Angel class has 35
- Past Due guidelines Dave Review
- Other quick updates:
 - Fee for credit card's not going through.

Next Meeting January 11th, Education Services Center

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



Community Education Past Due Guidelines and Procedures

DRAFT

History: In the past, Community Education past due accounts were handled on a program to program basis. General Community Education past dues were handled with three letters, the last one stating “Final Notice: Payment Needed by (list date one week out) or your account will be sent to collections.”

In Fall 2015, Dave Maurer, Sherri Flannigan and Jean Rabideau-Quesnel discussed ways to consolidate what happens when customer accounts are past due. Additionally Community Kindergarten accounts received three letters/statements of balance due.

For General Community Education accounts:

The first step is always a call or email: “Friendly Reminder, your account is past due.”

- If account past due balance is \$5 or less:

Two letters/statements will be sent one month apart.

- 1) Past Due
- 2) 2nd Notice

- If account past due balance is \$5.01 or more:

Three letters/statements will be sent one month apart:

- 1) Statement
- 2) Statement
- 3) Letter indicating “Final Notice: Payment Needed by (list date one week out) or your account will be sent to collections.”
- 4) At three months and one week, the past due balance should be sent to collections.

Please Note: The above guidelines also apply to Youth Summer Program registrations which had an incorrect city or township, thereby effecting the Participating/Non-Participating rates charged for a class/activity.

All above steps should be documented in rSchools on participant’s class registration “notes” for the specific class which is past due.



Community Education Program updates November 2015

General program update items

- We are once again fully staffed, with Joell coming back from maternity leave and Pat Bourke starting as our new School Age Child Care Coordinator.

Adult Basic Education (ABE) updates items

- Starting in December, we are now providing on-site childcare for students who attend orientations.
- We have had positive feedback from our students who have participated in our theme-based GED lessons, and we will continue to offer this style of learning at our Princeton site. Theme-based lessons have been shown to increase interest and persistence with students, and are tied to greater performance on the GED test.

Adults with Disabilities update items.

- .

Adult Enrichment update items

- .

Early Childhood update items

- There are only three open slots for regular education students in our 15 sections of preschool. We have 222 students enrolled.
- We are updating our parent library/resource center to better meet the needs of families. As more and more information is found online, we are finding that parents are less likely to check out books and read them. Angie Reed and Greta Nelson, our parent educators, have taken time to go through all of our books and remove anything that is 10 years old or older. They were able to replace some of them with updated versions of the book. They have also developed an area to display one page handouts on popular topics in an easy-to-read format. We are

hoping that this will better help to get resources into the hands of District 911 families!

- Kim visited the Exploring Childhood class at the high school earlier this month to talk to students about careers in early childhood. Students from that class are also gaining experience in our preschool classrooms 3 mornings per week. We look forward to continuing and growing this partnership.
- At the end of October we held our Early Childhood Halloween Party. 283 children and adults came and enjoyed games, crafts, trunk-or-treat and a snack. The Cambridge Ambassadors were there to help with the event!
- We have experienced more consistency in our teaching teams this year and the benefits are showing to us. There is better communication, smoother flow to the day and happy staff!

School Age Child Care updates items

- Pat Bourke started as our new School Age Child Care Coordinator on November 13th.
- We have added between 30 and 40 students in the past six weeks. Most have been families who have part time needs for their children. Some were as a result of hiring a program assistant and getting all the students on our waiting list into our program.
- We added two full non-school days over the MEA break in October. We have committed to adding days over the holiday break, and other non school days. We had a decent response and anticipate that it will grow.

Youth enrichment update items

- .
- Pool updates
 - Lap swim in the evenings has been well received with numbers steadily increasing.
 - Lap swim will be continuing over the holiday break and other non school days giving participants more opportunities to use the pool.
 - Dylan Maas has been accepted and will be attending the WSI (water safety instructor) Academy in January. We hope to have a class up and running sometime in February. WSI instructors and classes are limited. By having our own trainer, we will have the opportunity to hold WSI classes drawing participants from a 50 mile radius.

- We are in the process of updating our preschool swimming program in the Spring.

Dave's update items

- The Performing Arts Committee:
 - Work is ongoing for the slate of shows for the 2015/16 season. We are planning on 4 main stage shows and 4 On Stage With shows. Set are:
 - Holiday Show: Davina and the Vagabonds; December 12th, 2014
 - On Stage With: 2Guitars Classical Guitar January 16th, 2016
 - Stages Theatre presentation of Bear Snores On: February 20th, 2016
 - On Stage With: The Barley Jacks, March 12th 2016
 - Mark Twain by Don Shelby: April 23rd, 2016

Community Education Program updates September 2015

General program update items

- .

Adult Basic Education (ABE) updates items

- .Classes started up again September 8th.
- We have switched to a two-part orientation for new ABE/GED students. Studies and anecdotal information from other programs have shown that taking the time to build a cohort of learners aids in student persistence and retention.
- We will also be more intentional this year on goal setting and checking for progress with the learners at conferences throughout the year. This will also ideally aid in retention besides, of course, empower learners to achieve their goals.

Adults with Disabilities update items.

- Within the next couple of weeks fall programming will be starting up again. We have a new class called Fun with Apples and it already has enough registrants to run.

**CAMBRIDGE MUNICIPAL AIRPORT ADVISORY BOARD MINUTES
October 15, 2015**

Members Present: Tom Cameron and Rande Christensen

Members Absent: Kurt Daudt, Garry Bye, Craig Moline, and David Nygaard

Others Present: Airport Manager Lucas Milz, Council Representative Howard Lewis, SEH Representative Joel Dressel and Lindsay Reidt, SEH Planner Kaci Nowicki, Lex Cralley, Jerry Graham, Tom Cameron Sr., Leonard Nolden, Michael Grzincich, Scott Nelson

The meeting was called to order at 7:02 p.m.

Lucas Milz introduced himself to the board and explained that he has taken over as Airport Manager after Steve Wegwerth retired. He continued that he is very familiar with the airport and thought it was a good idea to get together for the airport layout plan and master updates. All board members and others present introduced themselves.

Approval of Minutes: Due to there being no quorum present, this was an informational meeting only and there were no motions made.

Approval of Agenda: Due to there being no quorum present, this was an informational meeting only and there were no motions made.

Public Discussion – Tom Cameron Sr. inquired about the gas prices and Milz explained that the price was lowered slightly this week to \$4.25/gallon. He continued that the city will frown at selling the fuel at a loss and when they took delivery, they were only selling .5 over cost because they had to turn fuel over. Fuel has been selling well, about 1,500 gallons a month which is good. A letter was sent out to all hangar owners explaining the city's fuel pricing structure.

Tom Cameron Sr. also mentioned the vandalism out at the airport and suggested the city put up some cameras. Milz explained that they had secured the fence and so far there has not been a problem. They had put a camera at the gate but there was too much traffic. It was also suggested putting up a sign that says camera in use, if the vandals know they are being watched maybe this would deter them. Milz continued that there has been no vandalism lately and he hoped this had taken care of itself.

Tom Cameron suggested that it would be a good idea to have a few pilots that could also issue NOTAMs and Milz agreed.

Grzincich checked on the issue of drones and wondered if the airport had any policy in place. This issue is regulated by the FAA but they have guidelines but no regulations. It was suggested that it would be helpful if they would notify the pilots by NOTAM.

Board Member's Terms - All member's terms are up. Milz explained that it is important to have members that are involved with the airport and will show up to the meetings. There has been meetings where there is

not enough members for a quorum. Garry Bye missed this meeting but is still interested and David Nygaard would probably not reapply due to health issues. The city will start the application process for new board members by putting an ad in the newspaper and will put the information on the city's website at www.ci.cambridge.mn.us.

Engineer's Report – Kaci Nowicki, SEH Planner, did a presentation for the process for the Master Plan and Airport Layout Plan:

The Airport Master Plan describes the short-, medium- and long-term development plans and is a strategy for development of the airport and the framework to guide future development that meets the airport needs while considering environmental and socioeconomic costs. The Airport Layout Plan (ALP) is a product of the Master Plan and consists of a set of drawings that shows the proposed airport. Ms. Nowicki stressed that it was important to think of the long-term needs because any proposed developments or projects must be shown on an approved ALP to be eligible for FAA or MnDOT funding. She then showed the existing plan ALP and compared it to the new one which is colored so it is a lot easier to understand and more user friendly.

The Master Plan process consists of: airport inventory, airport user survey, activity forecasts, identification of airport development needs, alternatives analysis, airport development recommendations, environmental overview, implementation plan/CIP, airport layout plan. This will include a twenty-year CIP that will track the entitlement dollars with the project costs giving the city a more realistic look at the funding. It will also provide an inventory and adequacy of existing facilities and provide recommendations for needed improvements to meet existing and future demands.

The geographic information systems is a process that collects highly accurate data collected from the infrastructures, obstructions, and aerial imagery which will help with the development process. This portion is funded by the FAA and the data collected will create the layout plan. This process should only have to be done one time unless there are any changes.

Nowicki then went through the specific areas of interest as it pertains to Cambridge which included developing a long-term vision and plan for the airport and to evaluate long-term vision for the Runway 16-34 and parallel taxiway geometry. A user survey will go out in December and she stressed how important it was for everyone to get their thoughts and visions submitted so they can address them during this process. It was suggested to post these results in the Administration Building at the airport and also to put together an information hand out for all the pilots.

The Master Plan tentative schedule was then presented. Ms. Nowicki explained the timing process of each project and when each step was tentatively scheduled to be finished. The following is a table showing the projects and tentative dates:

Cambridge Municipal Airport Master Plan Schedule

10/15/2015

Tasks	2015			2016												2017			
	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	
Airport Inventory & Exhibit A	Airport Inventory																		
User Surveys			User Surveys																
Aviation Forecasts				Aviation Forecasts															
Facility Recommendations						Facility Recommendations													
Alternatives Analysis										Alternatives Analysis									
Environmental Overview										Environmental									
CIP/Implementation Plan													CIP						
Report Writing	Report Writing																		
A-GIS Survey									A-GIS Survey Collection										
Airport Layout Plan												Airport Layout Plan							
FAA/MnDOT Review	FAA/MnDOT Coordination												MnDOT/FAA Final Review →						
Meetings/Public Involvement																			
<i>Kick-Off</i>	★																		
<i>Airport City Progress Meeting:</i>				▲				▲				▲		▲					
<i>FAA/MnDOT Review Meeting:</i>				▲				▲				▲		▲					

Board Members Concerns – Cameron Sr. thought that the dues for the hangar fees cannot be raised in a specific time. Milz was going to check the minutes on this issue.

The board felt that it would be beneficial to update the Admin Building and that it needed to be more welcoming to pilots.

Milz continued that he felt that the meetings should stay quarterly and that there was not a need yet to go back to monthly.

CIP- Joel Dressel handed out the CIP Project List Report and explained that this is more a list of upcoming projects not necessarily a set schedule. The plan is very flexible and projects can move around. The obstruction removal in 2018 is very important.

Lex Cralley requested that he get approval for the Father’s Day Fly-In next . He continued that this is an important event and all the money raised goes back to the community. Milz will get this issue put on the agenda for council approval.

The meeting ended at 8:24 p.m.

Respectfully submitted,
Betsy Potrament



Cambridge

National Family Caregivers Month

November 2015

There are more than 34 million unpaid caregivers in the U.S. providing care to adults who are ill or have a disability. November is National Family Caregivers Month. It's an important time to recognize and thank the many adults we meet who spend time and energy caring for their loved ones.

Here are some resources you can share with family caregivers:

- **Next Step in Care** -- A link with helpful information for family caregivers
- **Powerful Tools for Caregivers**[®] -- A program offering classes for family and friends who are caregivers

Want more information about family caregivers? Here are a few facts about caregivers provided by the **Centers for Disease Control and Prevention**:

- An estimated 21% of households in the United States are impacted by caregiving responsibilities.
- The typical caregiver is a 46 year old woman with some college experience and provides more than 20 hours of care each week to her mother
- The out-of-pocket costs for caregivers who are caring for someone who was age 50 or older averaged \$5,531 in 2007. About 37% of caregivers for someone age 50 and older reduced their work hours or quit their job in 2007.
- Caregivers report having difficulty finding time for one's self (35%), managing emotional and physical stress (29%), and balancing work and family responsibilities (29%).
- Half (53%) of caregivers who said their health had gotten worse due to caregiving also said the decline in their health has affected their ability to provide care.
- Caregivers said they do not go to the doctor because they put their family's needs first (67% said that is a major reason), or they put the care recipient's needs over their own (57%).

More than half (51%) said they do not have time to take care of themselves and almost half (49%) said they are too tired to do so.

For more local information about caregiving, please call Jayne Mund at Family Pathways, 763-689-8811 and for more information about Cambridge ACT on Alzheimer's please call Julie Tooker at 763-691-6192.

ACT *in Motion*

City Center Mall, Cambridge, MN

Join us for ACT in Motion, a presentation by Marsha Berry of the Alzheimer's Association. Enjoy holiday music, refreshments and camaraderie while hearing updates from the Cambridge ACT on Alzheimer's team.

Wednesday
December 9, 2015
2 - 4 p.m.

Please join us!
All are welcome-bring a friend.



Cambridge

www.gracepointecrossing.org

Contact Julie for more information
jtooker@preshomes.org
or 763.691.6192

Cambridge Fire Department General Meeting

October 26, 2015

Call to Order

1802 by Sean Okerlund

Members Present

J. DeVries, R. Dale, S. Duong, N. Jennissen, S. Kirkeide, J. Kowalik, J. Lentz, C. Lindquist, L. Milz, S. Minar, S. Okerlund, W. Pennings, E. Ratti, B. Reents, G. Schlichting, D. Schultz, T. Schwab, T. Tomczik, D. Vellenga, K. Becker, J. Henderson, C. Lindquist, A. Mix, E Raati,

Others present

Howie Lewis, Lynda Woulfe

Not present

C. Barnes, R. Bustrom, B. Dorsey, C. Bustrom, R. Bustrom, C. Carlson, D. Matchinsky.

Approval of September Minutes

Motion Kirkeide/Second Vellenga /Passed

New Business

Chief Position-

Lentz explained the Committee Sean Okerlund was the only submittal for the position of Chief 1, and the committee recommended the Department suggest Okerlund to the council for the position of Chief. A motion was made by Lindquist that the Council appoint Okerlund for Chief of the Cambridge Fire Department for a two year term. The motion was seconded by Duong. Motion carried.

2 Captain Positions-

Okerlund will now sit on Committee to select 2 Captains. The deadline to sign up to be Captain is Oct. 30, and the sign-up sheet is on Dispatch door.

New 4 Gas Meter.

Pennings demonstrated simple use of a New 4 gas Meter that is in E1. It is a simple use meter, with a rechargeable battery that will be by the driver in E1.

Pager and IAR Calls.

Okerlund mentioned that the Department had received an IAR incident accidentally from Dispatch, and the Pagers did not notify. Some confusion as to whether or not members should respond to the call or not was brought forward. Okerlund reminded that Pagers are the Departments primary means of dispatch, however look on IAR calls to see if they state that the Pager system is down.

Water/Tech Rescue-

Deputy Chief Pennings asked members that are interested in Tech Rescue for input on additional training time dedicated to Tech. Rescue. Some input was received from the floor as to availability, and interest for certain days of the week. Pennings told the membership we would be discussing additional training options, and would update the membership soon with any decisions made. Pennings was asked what Tech. Rescue consisted of. Pennings stated Confined Space, Water / Ice, and High / Low Angle rescue are the Primary Tech. Rescues, and Auto Extrication would remain a Fire Department focus.

Spring sectional Schools.

The Department was notified that the first poster had been received, and was hanging on the Office Door. Pennings reminded the Department we encourage members to participate in sectional schools, and to notify Pennings, or Matchinsky if they have interest in attending.

Old Business

Fire Prevention Open House.

Pennings thanked the department for the Participation in the First Open House. Pennings also asked membership if there was interest in an Open House next Year. The membership showed interest in continuing with the Open House, and members **Schwab, Lindquist, Kirkide, Okerlund, Reents, Tomczik, and Pennings will form a committee.** Membership will be kept in the loop as far as committee progress.

Snowflake Parade.

The Department was again notified that the Snowflake Parade will be on November 21 at 6:00 PM. It was mentioned that we should invite neighboring Departments to participate in the Parade. Pennings will notify other Departments. Okerlund said that a \$25.00 gift certificate would be awarded for the best CFD decorated truck. Pennings said he would match the \$25.00 to make it a \$50.00 certificate for the best decorated rig. We are not sure exactly how we will decide yet, however details to come soon.

Boat Replacement- Okerlund expressed he was happy with the purchase of the New Rescue Boat, and reminded the membership we had received \$2000.00 from the Sportsman's club, and are expecting additional funds from Midcontinent that would entirely fund the Boat. Pennings updated the department on the progress of switching over components, and additional lighting.

St. Croix Regional Meeting.

Pennings thanked department members for the participation at the Regional meeting we hosted. Pennings mentioned that attendees to the meeting were impressed with the participation, and of course Chef Tony's food. Okerlund congratulated Pennings, Matchinsky, and Schlichting, who all were elected positions at the regional level.

Gun Raffle Tickets.

Okerlund stated that final proofs of the tickets before print are being made, and the Tickets should be here soon.

Tender Committee.

Pennings mentioned that the committee was getting close to moving forward on a 3000 gallon Tender Spec. with Braham. Pennings noted that we would see cost savings by purchasing a truck with BFD. More Details will be coming soon.

Officer Reports

Training – Driver Training tonight. Looking forward we will be reviewing Pre Incident Plans.

Chief 1 – Mentioned the Fatal wreck on 95 and expressed concern in protecting members, and our PPE when dealing with "messy" scenes. Ways to protect both ourselves, and our PPE were discussed.

Chief 2 – Mentioned he had call percentage reports thru the 3rd Quarter, and that members should see him after Training if they wanted to see where they were at.

Equipment – Nothing new.

Relief Association Update – Schwab stated that the relief had booked 6 bands for FOTR, and had 2 more to go. Schwab also mentioned 1 Blue and Gold Shirt would be available for each Member. Pennings will put a sheet on the dispatch door. Please note your size, and if you prefer a Short or Long sleeve Tee. Also you may order additional shirts, however members will have to pay if they want more than 1.

Motion to adjourn

Motion Milz/Seconded Vellenga/Passed 18:29



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



Agenda

Cambridge Fire Department Monthly Meeting November 23, 2015 6:00 PM

1. Call to order.
2. Approval of October, 2015 Minutes.
3. New Business
 - A. Captain positions.
 - B. Shirt Order Last Call.
 - C. Fire fighter new hires. Jan, 2016
 - D. Training Burn in Dalbo.
 - E. PPE needs.
 - F. Next year Kids Day at the Fair.
 - G. Snow flake Parade Ryan Dale.
4. Old Business
 - A. Gun Raffle
 - B. Rescue Boat
 - C. Gun Raffle
 - D. Tender Committee Update Nick. Meeting after training.
 - E. Retiree Dinner.
5. Officer Report
6. Relief Association Update.
7. Adjourn.

Senate Capital Investment Committee Testimony for Library Bonding Dollars
– December 1, 2015

- Cambridge has had a library since 1916 when the Home and Mother's Circle sponsored a library in the Lewis Department Store
- The library was in various locations until the East Central Regional Library system was formed in 1959 in response to the federal Rural Library Development Program and Library Services Act of 1956.
- ECRL is the oldest multicounty library cooperative and one of 12 Minnesota regional public library systems. ECRL was formed through a Joint Powers Agreement between 3 counties (Isanti, Mille Lacs, and Pine) signed in 1959. (3 others followed Aitkin/1964, Kanabec/1967, Chisago/1970). Cambridge was established and continues to be the regional Headquarters.
- The current building was constructed in 1960 with an addition in 1974-75. Construction was funded by the City of Cambridge, matching funds from a federal construction grant, and Isanti County. As you can see the building is well-used and used up
- Total square footage of building is 18,000 square feet.
 - 2/3 of building is the Cambridge Public Library, open 57 hours a week. 3 full-time and 17 part-time staff serve the residents of Cambridge and Isanti County (only library in Isanti County). Additionally, 8 volunteers contribute an average of 18 hours service per week.
 - 20% of the activities of the entire library region is done at Cambridge.
 - Over 100,000 patrons and visitors came to the Cambridge library in 2014. This is an average of 36 people per hour
 - 170,000 books, music, and movies were checked out at the Cambridge Library.
 - There were 18,000 separate uses of public computers
 - Thousands come each year just to use the wireless network
 - In 2014, 2,743 persons attended programs at the Cambridge library
 - 1/3 of building is ECRL Headquarters. 13 full-time and 17 part-time staff do the centralized work for the entire region – 6 counties with 14 branches + outreach services
 - Co-locating the Cambridge Public Library and East Central Regional Headquarters provides both efficiencies in operation and reduction in expenses by not having to duplicate material distribution space.
- ECRL has a \$3.1 million annual operating budget. 60% is funded by participating counties, and 30% state. Buildings are not included in their budget.
- Cambridge is requesting bonding dollars for this function because the regional headquarters serve six counties and the public library serves the cities of Cambridge, Isanti, Braham, and 10 different townships.
- Cambridge's total tax rate of 204.276% (City, County, School, etc) is the highest tax rate among all cities between the populations of 5,000 – 10,000. Within the past ten years, City was required to build a new water treatment plant to meet radium water quality standards, upgrade our wastewater treatment plant to meet the new phosphorous standards, and replace deteriorated roads and bridges. The residents of Cambridge desperately need bonding money to reduce the tax burden that will result from the construction of the East Central Regional Library headquarters and library.
- City Funds expected for this project are \$8.074 million and our request for capital bonding dollars is \$2.414 million. Therefore approximately 80% of the funding is local funding.



Highway 95 (Downtown Cambridge)
Project Advisory Committee (PAC) - TH 95 Task Force
Meeting #2
November 23, 2015
3:30 p.m.
City of Cambridge - Council Chambers

Copies to: PAC Members

- I. Introductions
- II. Data Collection Update
 - A. Traffic Analysis
 - B. Social/Environmental Reviews
 - 1. Early Notification Memorandum
- III. Conceptual Alternatives Design Workshop
 - A. Preliminary Alternative Developed
 - 1. Three Concept Options
 - a. Option 1: Equal Widening North & South
 - b. Option 2: Widen North
 - c. Option 3: Widen South
 - 2. Three Highway Segments
 - a. East – Emerson Street to just west of BNSF RR crossing
 - b. Downtown – BNSF RR crossing to Cypress Street
 - c. West – Cypress Street to Rum River Bridge
 - 3. Future Bridge Widening/Crossing of the Rum River
 - B. Alternatives Analysis & Screening
 - 1. Discuss Pros/Cons of Concepts & Segments
 - 2. Screen Concepts
 - a. Dismiss undesirable options
- IV. Project Schedule Update
 - A. Capitol Bonding Committee Visit – December 1st
- V. Public/Agency Outreach
 - A. Website
 - B. Environmental Agency Coordination
- VI. Next Meeting



MEETING SUMMARY

**Highway 95 Task Force
Preliminary Design and Environmental Review Meeting #1
October 13, 2015
Cambridge City Hall**

Meeting Chair: Bob Guetschoff

Summary by: Bob Rogers

Present: Mayor Marlys Palmer, Todd Schwab, Marcia Westover, Claudia Dumont, Bob Guetschoff, Bob Voss, Jon Ward, Loren Davis, Greg Carlson, Mark Anderson, Susan Morris, David Oslund, Cindy Baker, Tim Bliss, Eric Champion, Bob Burn, Todd Blank, and Bob Rogers

Copies to: Task Force Members

I. Introductions and Welcome

- A. Mayor Marlys Palmer welcomed and thanked all Task Force members for their willingness to participate on the committee for this important transportation project in the City of Cambridge.
- B. Mayor Palmer asked that the Task Force elect a committee Chairperson that would be responsible for running future meetings and assisting in the dissemination of project information to all members of the committee. Bob Guetschoff was nominated and appointed as the Highway 95 Task Force Chairperson.

II. Project Background

- A. 2008 Highway 95 Corridor Study – A review of the past planning study efforts for the Highway 95 corridor were discussed, which included the 2008 Corridor Study. This past study included an assessment for several alignment corridors and design options. The recommendation from the 2008 Corridor Study was to pursue a four-lane expansion of Highway 95 within the existing corridor.
- B. An update was provided on the state funds that were awarded to the City through the 2015 legislative session (in the amount of \$1.8 million). These funds must be used for the design, environmental reviews, and right of way acquisition associated with expanding Highway 95.

III. Project Purpose and Need

- A. The Task Force discussed the various phases of MnDOT's project development process. The early planning and scoping study phase was completed in 2008 with the completion of the Highway 95 Corridor Study. Other phases in the process that still remain include the Preliminary Design and Environmental Review Phase, Final Design Phase, and Construction Phase.
 1. Preliminary Design and Environmental Review Phase – this current phase will identify the preferred alignment of the widened highway corridor from Emerson Street to County Road 70/14. A MnDOT staff approved preliminary layout will be completed that defines the project construction limits and identifies additional right of way needed for constructing the improvements. This phase also includes the completion of state required environmental review and clearance.
 2. The Final Design Phase – this future phase follows the completion of the preliminary design and environmental review and includes the preparation of construction documents/ specifications and purchase of right of way. Completion of this phase has

not been scheduled at this time. However, some right of way is anticipated to be purchased using a portion of the state funding that was recently secured.

3. The Construction Phase - will not occur until completion of the final design/construction specification documents, all right of way has been acquired, and all funding for the improvements is secured.

IV. Project Committees

- A. A handout was provided to the Task Force members that highlighted the roles and responsibilities of various committees involved in this phase of project development. The role of the Task Force is an advisory committee that will assist in the identification and resolution of issues affecting the community. Members will also serve as a two-way communication conduit between the Task Force and organizations each member represents. This phase of the project will also include a Project Management Team (PMT) that will review technical progress, set priorities, manage the project schedule and make final recommendations to MnDOT and the City Council.

V. Alternatives Analysis Process

- A. The Task Force discussed the next steps of the preliminary design process was to develop several alternatives for widening the highway between Emerson Street on the East and the Rum River Bridge on the west. The Task Force recommended that the western project termini be extended west across the river to the Highway 95 and County Road 14/70 intersection. The reason for extending the study limits is to identify the future corridor needs (e.g. right of way and intersection geometrics) so that future planning and development can take these needs into account even if construction of a four-lane highway section initially ends east of the river bridge.
- B. Several design concepts will be prepared and presented to the Task Force at the November meeting. These concepts are likely to include the following:
 1. Widening the highway corridor equally on the north and south sides of the existing highway section;
 2. Widening the highway corridor entirely on the north side of the existing corridor;
 3. Widening the highway corridor entirely on the south side of the existing corridor; and
 4. Widening the highway corridor through a hybrid system that will use a combination of widths on the north and south sides of the existing corridor.
- C. The Task Force discussed several issues that currently characterize the corridor as well as several issues that are likely to arise during the development of concepts. These items included, but were not limited to, the following:
 1. The at-grade railroad crossing and rail car switching at the Federated propane site
 2. Making sure the design does not preclude a future underpass of the highway at the BNSF tracks should funding become available
 3. Study should not rule out innovative design options (e.g. roundabouts)
 4. Building setbacks will be a concern as many structures are already located immediately adjacent to the highway right of way.
 5. Access modifications (both private driveways and public streets) will be including ideas to mitigate affects for adjacent property owners.
 6. Heavy commercial truck traffic and intersection turning radius need special attention
 7. Several technical reviews will be completed as part of the environmental review including an assessment of contaminated soils/hazardous material, a detailed noise analysis, a review of water quality/stormwater management opportunities, and other natural resources.

VI. Project Schedule

- A. This Preliminary Design and Environmental Review Phase is anticipated to last 8-12 months. The goal is to show substantial progress in order to update political representatives on the project development process in hopes of obtaining additional funds to begin final design and acquire additional right of way that will be needed prior to construction.

VII. Outreach Efforts

- A. In addition to Task Force members providing updates to community members, a combination of communication tools will be used during this phase to inform the public of project progress, decisions, and next steps. Regular project updates will be provided on the City's website and occasional newsletter articles (in the Cambridge Chronicle) will be published. Furthermore, an open house meeting will be held around the time the environmental document is published as part of a required public and agency review and comment period. The open house is expected sometime in late winter/early spring 2016.
- B. Ongoing coordination meetings with environmental resource agencies (e.g. MNDNR, MPCA, and others) will be occurring throughout the project development process.

VIII. Next Meeting

- A. The Task Force decided upon a regular meeting schedule that would occur on the 3rd Tuesday of each month with a start time of 3:30 pm. However, a conflict has been identified for the November meeting and an alternative meeting date has been identified.
- B. Next Meeting Date: Monday, November 23, 2015 (at 3:30 pm in Council Chambers)

SEH believes that this document accurately reflects the business transacted during the meeting. If any attendee believes that there are any inconsistencies, omissions or errors, they should notify the writer at once. Unless objections are raised within seven (7) days, we will consider this account accurate and acceptable to all. **Changes should be directed to Bob Rogers at 651-765-2945 or brogers@sehinc.com**



Government Center
555 18th Avenue SW
Cambridge, MN 55008
763-689-3859 - Phone
763-689-8226 - Fax

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Dave Oslund

2nd District
Terry Tumquist

3rd District
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Mike Warring

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Susan Morris

County Administrator
Kevin VanHooser

Barb Baar
*Deputy County Administrator/
Human Resources Director*

Sharon Katka
Administrative Assistant

November 13, 2015

Lynda Woulfe
City Administrator
Cambridge City Offices
300 Third Avenue NE
Cambridge, MN 55008

RE: Beacon

Dear Lynda,

The City of Cambridge has requested that Isanti County allow them to add layers onto our Beacon site. Isanti County purchased Beacon to integrate all GIS and web-based data to create a single web application. It was meant to be a user friendly, public access tool to view assessment and tax information.

After much discussion and evaluation, there appears to be a misunderstanding about the expanded applicability of Beacon. While acknowledging that adding up to 10 layers could benefit the City, the County also realistically expects additional requests both internally and externally.

The County feels that the benefit for any one city does not outweigh the potential negative effects of the added burden on our product. Isanti County does not wish to compromise the accessibility and usability of the Beacon product to our taxpayers. Therefore, Isanti County respectfully declines Cambridge's request to add layers to the County's Beacon site.

Isanti County does, however, look forward to additional discussions about GIS collaborations.

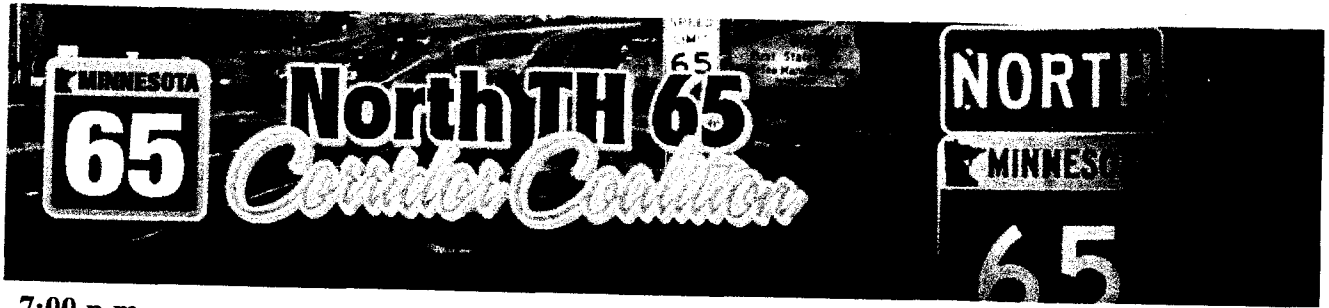
Sincerely,

Kevin VanHooser
County Administrator

KVH/sck

cc: Michelle Moen, County Assessor

Equal Employment Opportunity/Affirmative Action



7:00 p.m.

Wednesday, Nov. 18, 2015

AGENDA

Isanti County Government Center
Cambridge, MN.

1. Call to Order
2. Pledge of Allegiance
3. Approval of minutes from Oct. 14, 2015
4. Treasurer's report
5. Discussion and approval of revised JPA
6. Identify 2016 coalition goals and projects
7. Discussion of budget for upcoming year
8. Miscellaneous
9. Discuss meeting dates and locations for 2016
 - a. Agency updates
10. Adjourn

*Next mtg.
Wed. Jan 27,
2016*

The revised JPA was approved to move forward & will be coming before Council for your approval in the future.

You will be asked to appoint two representatives. Either 2 Council members or 1 staff and 1 Council member.

NORTH TH 65 CORRIDOR COALITION

Meeting Notes

The North TH 65 Corridor Coalition held a meeting on October 14, 2015, at 7 p.m. at the Isanti County Government Center in Cambridge, MN.

The following board members were present: Howard Lewis, Branden Akkermann, Paul Bergley, David Beckstrom, Dennis McNally, John Erlandson, Robin West, Terry Turnquist, and Don Hanson. Others present included: Tom Ryan, Clark Arneson, Dan Klint, Jerry Soma, Craig Rempp, Claudia Dumont, Janna King, and Carolyn Braun, administrative representative.

Business Items

1. The meeting was convened by Carolyn Braun.
2. There was a Pledge of Allegiance.
3. Appointment of a chair – It was noted that the past chair, secretary, and treasurer are no longer in office and were not present at the meeting.

A temporary chair was appointed.

Paul Bergley was nominated by Robin West and seconded by John Erlandson; there was a unanimous vote to have Bergley be chair.

4. Selecting an acting secretary – No one volunteered and Carolyn Braun identified that she would be willing to fill that gap.
5. The roster of members in good standing was reviewed. It listed all the governmental entities that had paid their dues for the year 2014. There were no additions or corrections to the list.
6. Howard Lewis from the City of Cambridge brought forth information concerning concerns of the Isanti County Board as it relates to the coalition. The board was questioning the validity of the coalition unless there was some movement toward action.
7. Mayor Tom Ryan from the City of Blaine indicated that they were very concerned about the traffic congestion that occurs in the city of Blaine, especially around 109th Avenue. It was pointed out that this congestion affects both cars and trucks that want to either go through Blaine to the north or go from the north through Blaine. One of the members indicated that sometimes it takes an hour for people to commute from Cambridge south because of the congestion.

The City of Blaine would like to work with other cities, townships, and counties to try to develop a plan and funding to alleviate the congestion that not only affects Blaine but all the communities north of Blaine.

8. It was the decision that we did not have a treasurer's report nor would it be timely to set a budget until we have an idea of what our needs are going to be. So there was no budget discussion at this meeting.
9. There was a general discussion as to whether or not the entities represented at the meeting felt that their organization would like to continue with the revised coalition. The chair asked that each representative at the meeting who was representing a member of the coalition give an indication if his or her organization would want to move forward with the

coalition. Each of the persons represented indicated that they would like to move forward if the coalition revised its joint powers agreement and if there could be projects that would be meaningful and make a difference on Highway 10.

10. Janna King, who represents the Isanti EDA, indicated that from the Isanti EDA's perspective, the challenges of Highway 10 were of the highest priority to Isanti. Private manufacturers have indicated that either their companies want things delivered from the south on Highway 65 or companies that want to deliver things on Highway 65 were hampered by the congestion. It was indicated that this is even more problematic for companies that were doing their own trucking.

Janna also mentioned that they were planning to do a survey of the business community in the area that is covered by the North TH 65 Corridor Coalition. This was not completed because it was felt the different political entities needed to be a part of it and since this group was not meeting with quorums, that ability to connect with governmental entities was difficult.

11. Jerry Soma and Dan Klint explained some of the issues that related to the existing joint powers agreement and the ability to do business without a quorum. In certain types of business decisions, all the members had to concur on issues. As a result, it made taking action very difficult when all the participants weren't available.

Dan Klint had taken the existing joint powers agreement and made some changes that would streamline the organization so that business actions could take place without all the entities being present. The two big changes related what constituted a quorum and development of a board of directors. Copies of the revised bylaws were available to the group by both email and hardcopy.

12. There was discussion of an accident that took place on CR 107 and Hwy. 65. It was pointed out that the intersection itself was not at fault with this accident because an elderly couple pulled away from the stop sign and drove right in front of a dump truck that hit their vehicle and they were killed in the accident.

Representatives from the Department of Transportation indicated that there had been some discussion of putting a roundabout at this spot but it was not done because of strong opposition by some of the local communities. It was pointed out there is no additional monies available to make any changes to the intersection.

One of the members was on the accident review panel and indicated it was thought that if some additional striping were put in that area, it would improve safety in the intersection, but that the intersection itself was not at fault because of this accident.

Craig Rempp from the Heartland Express indicated they have received monies to have bus services from Cambridge to the movie theaters in Ham Lake. The persons then could get on the express buses to downtown. They have enough money to make two runs in the morning and this should start in the first part of January.

It was decided that we would meet on Wednesday, November 18, at the same location if it is available. Between October 14 and November 18, the Anoka County Attorney's Office will send out the proposed joint powers agreement changes and seek input from the different governmental entities and their attorneys. It would be the hope that the next step would be to have the coalition members approve of the draft document so that it could be sent back to their local boards for ratification.

Respectfully submitted,

Carolyn Braun, Administrative Representative

**Isanti County Toward Zero Deaths Program
November 4, 2015 Coalition Meeting**

**Cambridge City Hall
12:00 Noon**

Preliminary Agenda

1. Call to Order/Introductions – Bob Bollenbeck
2. Review Mission of Isanti County TZD Coalition
3. Approve Summary of September 2, 2015 Coalition Meeting
4. Discuss State and Local Crash Data
5. Discuss Mobilizations:
 - October Seat Belt Mobilization
 - Holiday Impaired Driving Mobilization
6. Continue discussing Motorcycle Fatalities
 - Possible strategies to reduce these types of crashes
7. Discuss Fatality Review Committee schedule
 - And recommendation relative to TH 65/TH 107 intersection (Braham)
8. Safe Cab Report
9. Discuss community victim impact presentation in April
10. Statewide TZD Conference recap
11. Other Business – set next meeting
12. Adjourn

Isanti County Toward Zero Deaths Program
Summary of the September 2, 2015 Meeting

Present: Judge Brosnahan, Marlys Palmer, Emily Ann Joy, Ray Queener, Frank Scherf, Craig Rempp, Dan Owl, Chad Saelens, Tiffany Kafer, Lynda Woulfe,

Staff: Bob Bollenbeck

The meeting was Called to Order by Bob Bollenbeck, Coordinator. Introductions were made. The summary of the last meeting was reviewed. Bob noted a revised/corrected summary of the July 2015 meeting was emailed out. With no further corrections, the summary was deemed approved by consensus.

The next agenda item was discussion of crash data. Bob reported that there have been 250 fatal crashes statewide this year; compared to 223 fatalities the same time last year. Bob also distributed information from Tom Nixon, Regional Coordinator, pertaining to motorcycle fatalities this year. This report indicated 2015 rider deaths statistics, including number of fatalities, type of crash, age of riders, rural and urban deaths. This led to discussion of crashes in Isanti County and what the coalition can do to address this. Frank Scherf gave some insight from the perspective of a motorcycle driver. He indicated that motorcycles can be hard to see, even though his "bike" has a high-intensity light. Marlys and Craig also noted some close calls with cycles. Motorcycle endorsement and additional training for cyclists were also discussed. After further discussion, Lynda Woulfe volunteered to post electronic messages on several community signs. Start Seeing Motorcycles was the message suggested.

The Law Enforcement Mobilizations were discussed. First, a recap of the July 10 -26 Speed Enforcement Wave was given. There were 16,410 citations written this year; about 500 fewer than the last time. Excessive speed reports were identified. Discussion centered on the significance of fewer citations. The August Impaired Driving was noted as still going on thru Labor Day. A press release was sent to local papers, along with electronic sign messages to the public for awareness. The use of speed display boards was discussed. Dan indicated that the Sheriff's Dept had one and was using it. Perhaps this can be used in future mobilizations. Discussion followed.

The FY 2016 TZD Grant Work Plan summary was reviewed and discussed. Bob distributed a summary sheet indicating some of the tasks for the year. Bob noted the coalition will be involved in further discussion/direction as the year goes along. Next, the coalition reviewed the Isanti Co. TZD membership/ mailing list. Bob asked to be notified if there were others who should be on the coalition.

Under the Safe Cab report, Bob stated that Isanti TZD will likely provide the statewide TZD Conference "table tents" from the recent impaired driving poster contest through Judge Dehn. Safe Cab services were reported as going well in Isanti County.

Under other business, the TZD Conference was briefly discussed with a couple of members indicating they were going to go. The next meeting was announced for Wednesday, November 4th in Cambridge.

With no further business, the meeting was adjourned.

Respectfully submitted by Bob Bollenbeck, Coordinator

Isanti County Toward Zero Deaths Program
Fatality Review Committee Meeting
Summary of the September 28, 2015 Meeting

Present: Scott Fredell, Gene Hill, Dan Owl, Tim Dwyer, Craig Rempp, Richard Heilman, Frank Scherf, Lisa Lovering, Dave McKeen, Bob Bollenbeck

The meeting was called to order by Scott Fredell. The first agenda item was a discussion of motorcycle safety led by Dave McKeen, TZD Coalition member. Dave noted a discrepancy in requiring passengers in vehicles to wear seat belts, while nothing is required for motorcyclists. He also noted the high number of fatalities this year involving motorcycles. The committee discussed some of the factors such as older motorcycle drivers who may not be familiar with the new, more powerful bikes, and the fact the endorsement is for a person's lifetime. The TZD Coalition also recently discussed the rash of motorcycle crashes and the risks associated with cycles. Bob stated he had tried to contact A.B.A.T.E. Minnesota for a representative from the motorcycle community to the coalition. It was agreed additional motorcycle safety messages would be useful.

Scott noted we had a number of fatal crashes to discuss. The first crash reviewed was a motorcycle fatality on May 14. It happened at 11:00 AM in rural Isanti County near County Road 1. The young driver misjudged the roadway and crashed into a pole. The driver was not wearing a helmet and alcohol was involved. It was noted the person who crashed called a family member after the incident, but he didn't seem to know where he was and subsequently died of his injuries. The County Engineer noted this section of roadway has been recently reconstructed and also has chevron markings. It was surmised that the driver was trying to get home. Chief Dwyer noted the problem with motorcycles is that many times they flee at high speeds with a high potential for deadly results. Discussion followed. It was agreed that a helmet might have helped. Alcohol was also seen as a likely significant factor in this case. Messages to the public should center on driving sober as well as wearing a helmet.

The second crash on May 15 also involved a motorcycle in which 2 people were killed. It occurred by the intersection of CR 8 and Highway 47, an intersection most members were familiar with. The weather was definitely a factor as it was raining heavily. The crash was a "head-on" which killed both cyclists. It was noted that this section of road does have edge line rumble strips and is straight. The committee felt the cycle was likely hydroplaning. Much discussion followed. Messages to the public would include slowing down in the rain and wearing helmets.

The next crash occurred on May 30 and was a single motorcycle fatality. This crash happened near Highway 47 and 401st Street in rural Isanti County. This was another motorcycle crash involving 2 persons; one of which died. The police report noted this could have been a road rage incident; but no other vehicles were involved in the crash. The weather conditions were dry and the cycle was going relatively fast at speeds estimated to be 45-50 mph. The road conditions in the area were discussed. Helmets were not worn and the cycle was noted as an older ('47) model. Further discussion followed. The committee thought a message about wearing helmets would be appropriate along with speed.

The next crash reviewed was on August 2 and involved a motorcyclist who was killed. The weather was dry and clear. The driver was killed at an intersection when a vehicle failed to stop. No helmet was worn. Other factors were again discussed. Messages to the public would include paying attention and the importance of wearing a helmet.

The next crash was on a county road in which a 15 year old was killed. This happened Sept 10. This individual was skateboarding at night in the middle of the road and he was sitting on the skateboard when he was struck by a vehicle. The driver was not aware that he struck someone and left the scene. He subsequently turned himself in the following day after hearing of the roadway fatality. The factors involved in this tragedy include the pedestrian was not upright; the crash happened after dark with the pedestrian wearing dark clothes; and the driver did not see the pedestrian. It was agreed this incident was unfortunate on so many levels. Messages to the public would include watching for pedestrians and that young people should not be in the roadway at night.

On September 21, a double fatal crash occurred at the intersection of Highway 65 & 107 by Braham. This people killed were older adults who were not from the area. Discussion centered on the nature of the intersection. It is not a familiar type of intersection and the people killed pulled out in front of a dump truck. How to make the intersection safer was discussed from an engineering viewpoint as the crash occurred during the day and it was clear. One suggestion was to recommend additional pavement markings to clearly direct people straight across the double lane and where to turn. The other concept was to make the double lane into a single lane again. After discussion, it will be recommended to Mn/DOT to study the intersection for possible improvements to make it more intuitive to drivers.

A plan of action was developed. First, the FRC will recommend the coalition further discuss possible solutions to the increasing fatal crashes, especially involving motorcycles. Second, the FRC will recommend to Mn/DOT to study the Highway 65/107 intersection to alleviate the confusion at this location and implement needed improvements. Third, the FRC should provide educational messages to the public about speed, wearing helmets, paying attention in all situations, driving sober, and watching out for motorcycles. It was agreed that we need to continue to use all avenues to reinforce the traffic safety messages about being vigilant.

With no further business, the meeting was adjourned.

Respectfully submitted by Bob Bollenbeck, Isanti TZD Coordinator



East Central

Regional
Development
Commission

100 Park Street South
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Date: October 26, 2015

To: Isanti County TZD Coalition

From: Bob Bollenbeck

Re: Isanti Co TZD Coalition Meeting
Wednesday, November 4, 2015
Cambridge City Hall
12:00 Noon

Hello. The next Isanti Co. Toward Zero Deaths (TZD) Coalition meeting will be held at the time and location above. Enclosed are the meeting materials (agenda and summary of last meeting). We do have a number of items to discuss relative to traffic safety. Your participation is appreciated. Remember, I will bring beverages primarily. Feel free to bring your own lunch if you wish. Your participation is appreciated. Thanks. I look forward to seeing you November 4 in Cambridge!

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SafeRide Program Cuts Drunk Driving Deaths

Tavern League program take keys away from drunk customers, helped cut fatalities in half.

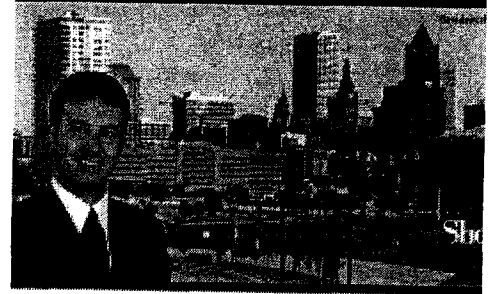
By Steven Walters - Oct 12th, 2015 03:53 pm

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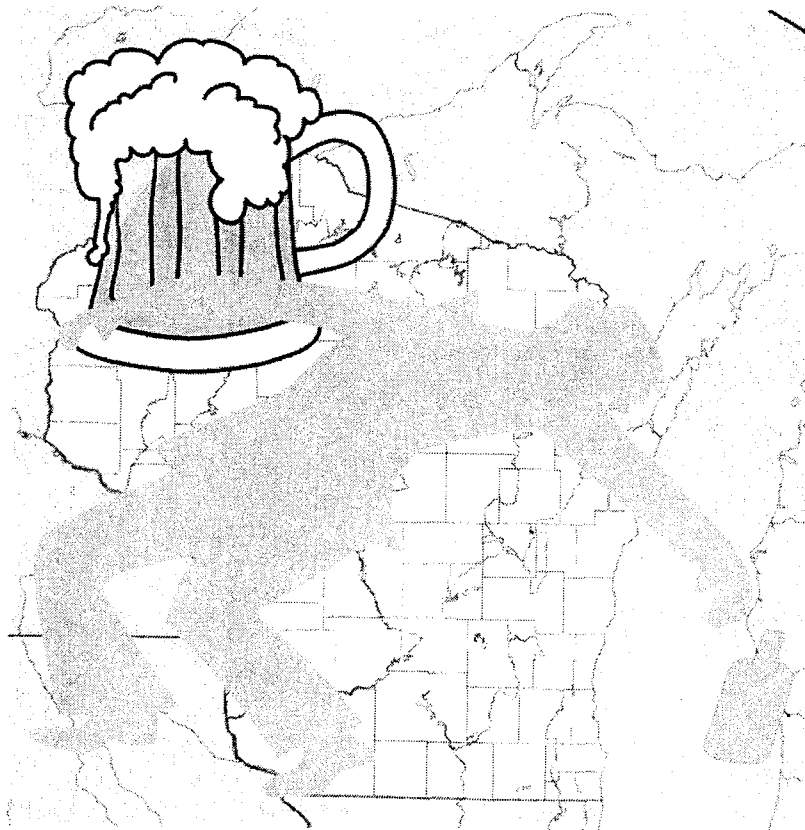
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**New Innovation &
Wellness Commons
Opens** by Michael Holloway



**Case Study: Urban
Milwaukee's Impact On
The Streetcar** by Urban
Milwaukee



SafeRide Program Cuts Drunk Driving Deaths

Wisconsin is on track to spend more than \$1 million this year giving drunks rides home, so they won't kill or injure themselves and others while driving. And, Wisconsin taxpayers, it's not your tax money being used.

"There's no other program like SafeRide in the country," says **Pete Madland**, executive director of the Tavern League of Wisconsin. "Nothing even comes close."

Madland says SafeRide has definitely saved lives and is a major reason for the 50 percent drop in the number of alcohol-related deaths from vehicle crashes statewide – from 326 in 2004 to 162 in 2014.

SafeRide is paid for by a combination of surcharges on drunken driving conviction fines and funds raised by the 62 participating local tavern leagues statewide. Every drunken driving conviction includes up to \$92 in fines for SafeRide.

State Department of Transportation (DOT) figures show an explosion in the program's statistics in recent years:



Data Wonk: Has Wisconsin Become a Can't Do State? by Bruce Thompson



Torinus: Can Ryan Succeed as Speaker? by John Torinus



Press Releases

County Supervisor Moore Omokunde has lost patience with Sheriff David Clarke by Supreme Moore Omokunde

Last Day of Session: Where are the Jobs? by Katrina Shankland

Democrats Vote for Student Debt Relief While Republicans Waste Millions to Create New Problems in Safety Net by Peter Barca

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*Last year, SafeRide provided a record 82,317 rides to those that bar owners, bartenders and friends insisted were too impaired to drive. That was a 26 percent increase in just three years.

*SafeRides cost a total of \$961,627 last year— a 28 percent increase in three years.

*SafeRides in Madison and Dane County cost the most last year – \$110,133. Rides in the City of Racine cost \$79,212 and, in the La Crosse-area, \$57,219.

The numbers were far smaller for Milwaukee, where there were 624 Saferides last year at an average cost of \$15.80, according to DOT figures.

DOT figures also show a huge statewide variance in average cost of the rides. Last year, for example the average SafeRide in Polk County cost \$2.98, and in Wood County, \$3.24. But, the average ride cost 10 times that – \$33.72 – in Oconto County.

Madland says several factors explain that gap in average ride-home costs.

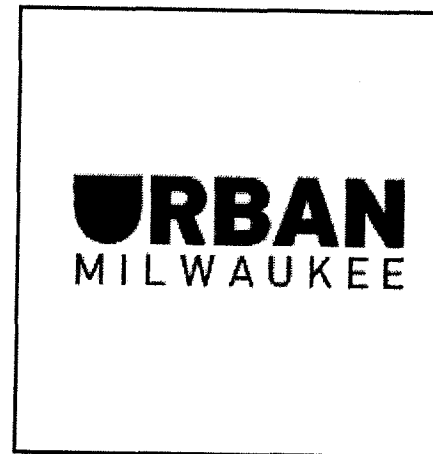
The costs of rides home in more rural areas can be higher, he notes, because the intoxicated person has to be taken a longer distance and rural communities may not have a taxi service.

In areas without public transportation, Madland says, bar owners and bartenders look for a “good Samaritan” who is sober and willing to drive the impaired person home for a negotiated fee. That fee can vary widely.

The 62 local tavern leagues “create their own rules” that govern reimbursements for SafeRides and how often someone can use the program, Madland adds.

Some local tavern leagues are willing to let someone who is impaired use the SafeRide program as often as needed, reasoning that every ride “takes a drunk off the road,” Madland notes. But other local leagues put limits on how

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often someone can use SafeRide to be "taken back to mommy's house."

"The philosophy is different from program to program," Madland says.

Asked how abuses are prevented, including preventing someone from making a lot of money by driving a relative or best friend only a few blocks home, Madland says, "Every ride that is given crosses my desk."

Follow-up questions about high reimbursements, or other potential problems, are referred back to local SafeRide "coordinators" in each participating community to resolve. And, sometimes DOT officials have follow-up questions about SafeRide costs, Madland says.

The Power of Payment Flexi

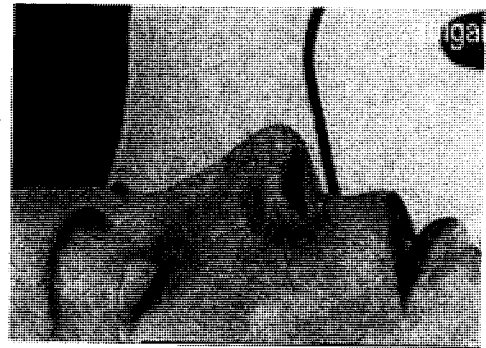
SafeRide's success is part of a larger ongoing debate in the Capitol: Should first-offense drunken driving be a crime?

Wisconsin is the only state where first-offense OWI is a civil violation, although Republican Rep. **Jim Ott** and Democratic Rep. **Terese Berceau** are cosponsoring a bill that would make it a misdemeanor crime punishable by both fine and jail term.

Other DOT figures document progress in fighting drunken driving, although everyone concedes that it remains a problem for Wisconsin:

*Both OWI arrests and convictions dropped by more than one-third between 2004 and 2014.

She's 53, But Look!



53-yr-old mom angers doctors by rev her simple anti wrinkle treatment tip [



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Recent Comments

David Nelson on **Torinus: Can Ryan Succeed as Speaker?**

*The number of alcohol-related crashes in that 10-year period dropped by 45 percent, from 8,931 to 4,932.

*The number of alcohol-related injuries decreased by 57 percent in that same period, from 6,211 to 2,694.

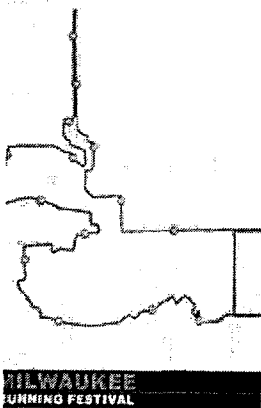
Madland said the Tavern League opposes making first-offense OWI a misdemeanor, because Wisconsin's civil penalties – including suspension of driver's licenses and high fines and forfeitures – are tougher than in many other states that consider it a crime.

But Ott says there's still problem and points to this statistic: Almost every other day in Wisconsin, someone is killed in an alcohol-related crash.

Steven Walters is a senior producer for the nonprofit public affairs channel WisconsinEye. Contact him at stevenswalters@gmail.com



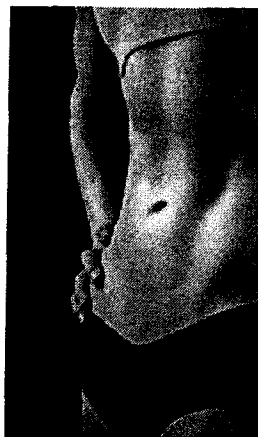
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Sam on **Yesterday's Milwaukee: Love Nest of A Beer Baroness**

Alene on **Governor Scott Walker Releases Statement on Wisconsin Joining Lawsuit Challenging 111(b) Rule**

Tom Schroeder on **Torinus: Can Ryan Succeed as Speaker?**

New Faces

Elizabeth R. Kendall Joins Quarles & Brady's Intellectual Property Practice Group

Marquette scientist receives \$500,000 grant to study genes involved in growing rice in cold climates

Industry Leader Kim Wynn Joins Quarles & Brady's Business Law Practice Group

More New Faces

Transportation Advisory Committee (TAC)
Chisago County – Isanti County Heartland Express

Heartland Express Building
Training Room

39840 Grand Avenue

North Branch

November 18, 2015 2:00pm

Agenda

- I. ✓ Call to Order and Introductions
- II. ✓ Approval of Minutes from 10/14/15

Old Business

- III. ✓ Marketing the Extension of Bus Route to Pine City
 - a. Distribute new Separate Brochure
- IV. ✓ Marketing the Hwy 65 route to East Bethel
- V. ✓ Revising Brochures for Chisago and Isanti Counties

New Business

- VI. ✓ Setting the dates for "Riding Bus for Free" Day(s) for Shopping
 - a. Marketing for this Day(s)
- VII. ✓ Update on the Grant- Routes, Radio, Longer Hours for Dispatch
- VIII. ✓ MnDOT Passenger Survey 165
- IV. ✓ Open Forum for Discussion of Transit Needs
- V. Other Business

Next Meeting: December 9, 2015

ANOKA, PINE DO NOT pay into Program.

**Transportation Advisory Committee (TAC)
Chisago/Isanti County Heartland Express
Heartland Transit Center North Branch
October 14, 2015 2:00PM**

Present: Craig Rempp Heartland Express; Lonnie Anderson Heartland Express; Mary Melby Isanti County Family Services; Joyce Borchardt City of North Branch; Ami Helmbrecht Chisago County Human Services; Diane Miller City of Harris; Laureen Williams Pine Tech and Community College; Tom Hendrickson Ecumen; Julie Tooker Grace Pointe Crossing

Call to Order and Introductions

This meeting was called to order at 2:00PM by Joyce Borchardt. Introductions were made of all those present.

Approval of Minutes from 9/17/15

The minutes from the last meeting on 9/17/15 were discussed. There was a motion made by Ami Helmbrecht to approve these minutes. Tom Hendrickson seconded this motion. Motion was passed.

Old Business

Extension of Bus Route to Pine City

Craig Rempp firmed up our decision to expand our Cab 3 to run 2 hour loops from North Branch to Pine City Monday thru Friday. The goal is to arrive at Pine Tech and College at 7:30am and have the last pickup there at 4:30pm. We would like to begin this extension the 1st week in January. Laureen Williams said that the new semester will start January 11th. She asked if we needed permission from Arrowhead Transit to run into the Pine City area. Craig said we do not need permission. We are just fulfilling a need for our residents in northern Chisago County to go to Pine City. We will need to market this extension in Chisago County and at the Tech/College. Laureen will look at advertising at the College and thru their Facebook page. It was suggested that flyers need to be made up and distributed into apartments, mobile home parks, and convenient stations, etc. in the area.

Further Discussion on the Hwy 65 route to East Bethel

Craig discussed further this commuter/Industries route that is to start January 1st 2016. It will be 3 or 4 hours in the morning and 3 or 4 hours in the afternoon. The hours will depend upon if the bus makes 1 trip or 2 depending on the bus schedule for MTC. The route will start at the Park and Ride on the south side of Cambridge and go to the East Bethel Theater. It will pick up Industries clients on the way back to Cambridge in the morning. In the afternoon, it will bring home the Industries clients then pick up the commuters at the Theater and bring them to the Park and Ride.

Moving the Day of the TAC Meeting to the 2nd Wednesday of the Month

We discussed having the TAC Meeting on the 2nd Wednesday of the month. This day and time worked well with those present. Lonnie did not receive any negative response about changing the date. He mentioned that next month, November 11th, the 2nd Wednesday is Veteran's Day and is a Holiday. So it was discussed and a motion was made by Mary Melby and 2nd by Ami Helmbrecht to have next month's TAC meeting on November 18th. This motion was passed. Diane Miller made a motion that the regularly scheduled TAC meetings be held on the 2nd Wednesday of each month. Julie Tooker 2nd the motion. This motion was voted on and passed.

Revising the Brochures

Lonnie Anderson informed the committee that no new work has been done on the brochures since last month. Also he hasn't had any communication from Dave Mauer or Heide Miller about looking into the schools taking on our brochures as a class project. We will be having a separate brochure for the Hwy 65 commuter route and the Pine City extension route.

New Business

Riding the Bus for Free Day

There was discussion by the committee regarding a "Free Bus Ride" day like we had last year for shopping at any retail store in our service area. We do have time to develop a plan for this and perhaps have it more than 1 day. Mary Melby brought up the idea of having a free ride day on the toy give-away day in Cambridge. Setting up these days can be decided on a future TAC meeting.

Open Forum

Joyce Borchardt asked about having our buses go to Forest Lake. Currently we do not go into Forest Lake. Craig filled in the committee about the history of Heartland Express and why we were instructed not to go out of the counties of Chisago and Isanti. Lately those rules have been relaxed and we will continue to look at getting a connection with Forest Lake.

Mary Melby asked an individual question about a person who has a long driveway and cannot walk to the end to wait for the bus. Craig suggested using our volunteer program to pick her up. Julie Tooker suggested she contact Pathways because they offer a volunteer program for rides along with other services.

Ami Helmbrecht asked about our Volunteer Driver Program and what the process is. Craig talked about the program that we have for medical or home visits but not for shopping trips. The drivers do not get paid but are reimbursed for mileage. They can travel anywhere in the state. Family Services can use this service and there are forms in place to get this done.

A question came up in regards to passengers going food shopping or to a food shelf and the amount of groceries they can bring on the bus. Craig said the policy is they can bring on what they can carry. One suggestion was to have passengers put their groceries in a suitcase with wheels which is more manageable.

A motion was made by Laureen Williams to adjourn at 3:00pm. Tom Hendrickson seconded this motion. Motion was passed.

Next meeting will be on **November 18th**, 2015 at 2:00pm at the North Branch Transit Center.

Line Number	Line Item Name	Request Amount
1000 Personnel		
1010	Admin, Mgmt, & Supervisor Salaries	\$108,033.00
1020	Operators' Wages	\$447,845.00
1030	Vehicle Maintenance and Repair Wages	\$49,701.00
1040	General Office Support Wages	\$35,194.00
1050	Operations Support Wages	\$76,068.00
1060	Fringe Benefits	\$298,325.00
	Group Total	\$1,015,166.00
1100 Administrative		
1110	Management Fees	
1120	Drug and Alcohol Testing & Administration Expenses	\$1,500.00
1130	Advertising, Marketing, & Promotional Charges	\$5,000.00
1140	Legal, Auditing & Other Professional Fees	
1150	Staff Development Costs	\$31,000.00
1160	Office Supplies	\$7,000.00
1170	Leases/Rentals (Admin. Facil.) (Specify in Request for Funds)	\$36,228.00
1180	Utilities	\$55,372.00
1190	Other Direct Admin. Charges (Specify in Request for Funds)	\$9,000.00
	Group Total	\$145,100.00
1200 Vehicle		
1210	Fuel (Net)	\$172,500.00
1220	Preventive Maintenance Costs	\$38,000.00
1230	Corrective Maintenance Costs	\$15,000.00
1240	Tires	\$14,620.00
1250	Other Vehicle Costs (Specify in Request for Funds)	\$2,500.00
	Group Total	\$242,620.00
1300 Operations		
1310	Purchase of Service	
1330	Mileage Reimbursement for Pass. Service	
1340	Repair and Maintenance of Other Property	
1350	Leases/Rental(Garages,Veh.,etc)(Specify in Request for Funds)	\$43,320.00
1360	Other Operations Charges (Specify in Request for Funds)	\$1,820.00
1370	Private Capital Depreciation & Amortization (for ICB only)	
1380	Private Capital Interest (for ICB only)	
1390	Eligible In-Kind Match (Capital Cost of Contracting) (for ICB only)	
	Group Total	\$45,140.00
1400 Insurance		
1410	Public Liability & Prop. Damage on Veh.	\$8,120.00
1420	Public Liability & Prop. Damage - Other	\$27,476.00
	Group Total	\$35,596.00
1500 Taxes and Fees		
1510	Vehicle Registration & Permit Fees	\$1,000.00
1520	Federal Fuel & Lubricant Taxes	
1540	Other Taxes & Fees (Specify in Request for Funds)	
	Group Total	\$1,000.00
1590 Refunds		
1594	Fuel Tax Refunds	(\$12,480.00)
1596	Insurance Reimbursement	\$0.00
1598	Other	\$0.00
	Group Total	(\$12,480.00)
2000 Operating Revenue		
2010	Farebox Revenues	\$97,521.00
2020	System Revenues	\$78,369.00
	Group Total	\$175,890.00
	Expense Sub Totals	\$1,484,622.00
	Revenue Amount	\$175,890.00
	Less Refund Amount	(\$12,480.00)
	Total	\$1,472,142.00

Chisago-Isanti County Heartland Express is a rural public transit system serving Chisago and Isanti Counties, and now parts of Pine County.

Both Chisago and Isanti Counties are committed to providing safe, cost-effective transit service to citizens in both Counties who request it. All vehicles are handicapped accessible. We provide curb to curb service. Most passengers can request and be provided same day service, but reservations should be made by 3:00 pm the working day before. The only limitations, are to time constraints in scheduling and/or buses on route at any given time.



Public Transit

Chisago-Isanti County Heartland Express operates its programs without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint with Chisago-Isanti County Heartland Express.

For more information on Chisago-Isanti County Heartland Express's civil rights program, obligations, and complaint procedures, please contact:

Craig Rempp at 763/689-8130

TTY 1-800-627-3529

E-mail: craig.rempp@co.isanti.mn.us
or visit our administrative office at 245 2nd Ave SE, Cambridge, MN 55008.

Persons with limited English proficiency may contact 1-800-367-9559.

A Title VI complaint may also be made by contacting with Title VI Specialist at the Minnesota Department of Transportation, Office of Civil Rights:

651-366-3071

**Chisago-Isanti County
Heartland Express**

245 2nd Ave. SE
Cambridge, MN 55008
www.co.chisago.mn.us
www.co.isanti.mn.us

Phone: 763-689-8131
Fax: 763-689-8134

E-mail: craig.rempp@co.isanti.mn.us

**PUBLIC
TRANSIT**

**North Branch/
Pine City Route**

**New Route Now
Connecting-**

- ⇒ Pine City
- ⇒ Rush City
- ⇒ Harris
- ⇒ North Branch



Chisago & Isanti Counties



PUBLIC TRANSIT

Phone: 763-689-8131

To Schedule A Ride On Regular Routes

- Scheduled Rides - Call in Before 3pm the Working Day before your ride.
- Same Day Rides - Subject to Availability
- Exact Fare Amount Or Token is Due at the Time of Boarding-Drivers Can NOT Make Change.
- Be Ready 10 Minutes Prior to Your Scheduled Pick-Up Time.
- Have Your Address Clearly Visible from the Road.
- If service is no longer needed, CALL IN YOUR CANCELLATION AS SOON AS POSSIBLE. (If less than One Hour's notice, you may be charged for that ride.)

Fares:

Route Fare -----\$2.00
 In Town-----\$1.50/Senior \$.75
 Off Route Fare/Transferring to Another Bus
 (One Time Fee Per Destination)-----\$3.50

Exact fare is needed, bus drivers do not make change.

*Tokens can be purchased through the driver upon office approval.

***Transfer's between routes are done in North Branch for the Southern Part of Chisago County.
 Transfer Fare is \$3.50**

Bus Schedule

 Approximate
 Times for
 Route Areas



Regular Scheduled Bus Stops will be @ Pine Tech College & Pine City Walmart.

6:30	North Branch
6:45	Harris
7:00	Rush City
7:30	Pine City
8:00	Rush City
8:15	West Harris
8:30	North Branch
8:45	Harris
9:00	Rush City
9:30	Pine City
10:00	Rush City
10:15	West Harris
10:30	North Branch
11:45	Harris
12:00	Rush City
12:30	Pine City
1:00	Rush City
1:15	West Harris
1:30	North Branch
1:45	Harris
2:00	Rush City
2:30	Pine City
3:00	Rush City
3:15	West Harris
3:30	North Branch
3:45	Harris
4:00	Rush City
4:30	Pine City
5:00	Rush City
5:15	West Harris
5:30	North Branch

- ### Service Options:
- Curb to Curb Service
 - Bike Racks Available
 - Lift Equipped and Handicapped Accessible
 - Trained and Professional Drivers



245 2nd Ave. SE
 Cambridge, MN 55008
www.co.chisago.mn.us
www.co.isanti.mn.us
 Phone: 763-689-8131
 Fax: 763-689-8134
 E-mail: craig.rempp@co.isanti.mn.us

Chisago - Isanti County

Heartland Express

245 2nd Avenue SE
Cambridge, MN 55008

Bus Service 763-689-8131
Volunteer Driver 763-689-8131
Transit Director 763-689-8130

East Bethel route schedule.

AM

Start time	5:00
Cambridge Park-n-ride	5:26
East Bethel Theaters	5:56
Cambridge Park-n-ride	6:26
East Bethel Theaters	6:56
Industries Inc.	8:50
End time	9:15

PM

Start time	2:30
Industries Inc.	2:55
East Bethel Theaters	4:45
Cambridge Park-n-ride	5:15
East Bethel Theaters	6:17
Cambridge Park-n-ride	6:47
End time	7:15

Monday-Friday Southbound

from East Bethel, Ham Lake, or Blaine to downtown Minneapolis

Route number	East Bethel Theatre	Family of Christ Lutheran Church Park & Ride	ARTIVE: Paul Pkwy Park & Ride	DEPART: Paul Pkwy Park & Ride	4th St N and Hennepin Ave	Marquette Ave and 7th St S	Marquette Ave and 11th St S	Downtown Minneapolis
1	2	3	4	5	6	7	8	9
AM								
865	5:58	6:03	6:12	6:19	6:17	6:21	6:24	
865				6:14	6:42	6:46	6:49	
865				6:45	7:15	7:19	7:22	
865	6:34	6:41	6:50	6:52	7:22	7:26	7:29	
865				7:06	7:40	7:44	7:47	
865	6:54	7:03	7:12	7:14	7:48	7:52	7:55	
865				7:22	8:06	8:10	8:13	
865				7:51	8:19	8:23	8:26	
865				8:08	8:34	8:38	8:41	

Shaded times denote rush-hour service. See fare panel for rush-hour fares.

Monday-Friday Northbound

from downtown Minneapolis to Blaine, Ham Lake, or East Bethel

Route number & letter	2nd Ave S and 11th St S	2nd Ave S and 7th St S	4th St S and Hennepin Ave	Paul Pkwy Park & Ride	Family of Christ Lutheran Church	East Bethel Theatre
7	8	9	0	1	2	3
PM						
865A	3:08	3:10	3:15	3:52		
865B	3:40	3:42	3:47	4:24	4:26	4:45
865A	4:10	4:12	4:17	4:54		
865B	4:22	4:24	4:29	5:06	5:20	5:29
865A	4:40	4:42	4:47	5:26		
865A	4:49	4:51	4:56	5:35		
865B	5:10	5:12	5:17	5:54	6:08	6:17
865A	5:41	5:43	5:47	6:24		
865A	6:22	6:24	6:29	7:02		

Shaded times denote rush-hour service. See fare panel for rush-hour fares.

Service operates Monday through Friday except on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

Metro Transit may operate reduced service on days before or after Independence Day, Thanksgiving, Christmas or New Year's Day. Look for details at metrotransit.org or in Connect on buses and trains prior to these holidays.

10/14/2015

N

865 Express Bus Route



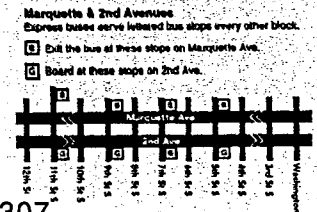
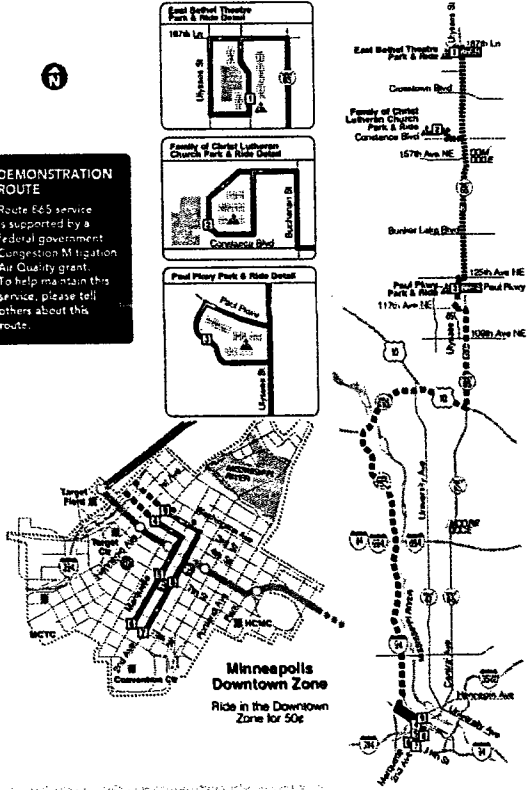
Bikes Buses and trains have free storage racks so you can bring your bicycle along. Look for instructions on the rack or visit metrotransit.org/bike

Park & Ride Locations
Park free at this lot while you commute. No overnight parking.
East Bethel
East Bethel Theatre - 18635 Ulysses St NE
Ham Lake
Family of Christ Lutheran Church - 16345 Park St NE
Blaine
Paul Parkway - Paul Pkwy and Ulysses St

Retail Locations
Buy a Go-To Card or add value to an existing card at these locations.
Downtown Minneapolis
Commuter Connection, 220 6th St S
RJS Bank (Pharm)
Metro Transit Store, 719 Marquette Ave
Unbank, 727 Hennepin Ave

- T** **Transit**
Paid the appropriate amount your fare, and use that when boarding the vehicle. Your stop may be between stops.
- +** **Regular Route**
Bus will pick up or drop off commuters at any bus stop along the route.
- M** **METRO (M)etro**
METRO Commute and buses will pick up or drop off commuters at any station along the line.
- L** **Limited Service**
Transfers from other routes to get on the bus. Transfers from other routes to get on the bus require an additional fare.
- +** **Non-Stop Service**
Bus does not pick up or drop off commuters at these route segments.
- +** **Limited Service**
Only transit lines into this route.
- +** **Limited Stop Service**
Bus serves only designated bus stops.
- +** **Route Bypass Point**
Type with the indicated number/letter and at the point. Non-transfer or transfer is included and in bus destination signs.
- +** **Go-To Card Retail Location**
Buy a Go-To Card or add value to an existing card at these locations.
- +** **Park & Ride Lot**
Park free at these lots when you commute.
- +** **Designated Bus Stop**
On limited stop service, bus serves only these stops.

DEMONSTRATION ROUTE
Route 865 service is supported by a federal government Congestion Mitigation Air Quality grant. To help maintain this service, please tell others about this route.



PAY EXIT This is a Pay Exit route. On trips leaving downtown or the U of M, pay your fare at your destination. The time you exit the bus determines the fare amount.

Prepared by: Lynda J. Woulfe, City Administrator

Background

The City Council asked for a proposal from Craig Waldron to conduct a visioning session with Councilmembers and Department Heads. His proposal is attached. I believe 30 hours of time would cover the tasks outlined in his proposal. Thirty hours at \$150 per hour equals \$4,500.

While this is an unbudgeted expense, the Council can choose to pay for it by carrying over unspent budget line items from the City Administrator’s 2015 budget. Due to my surgery, I was unable to attend the LMC Conference so there is unspent money in schools and meetings. I was not able to get out four newsletters this year so there is unspent money in postage and publishing.

Amount	From Line Item	Move to Line Item
\$2,800	101-41320-203 City Newsletter	101-41110-304 Miscellaneous Prof. Services
\$1,000	101-41230-322 Postage	101-41110-304 Miscellaneous Prof. Services
\$1,000	101-41320-440 Schools & Mtg	101-41110-304 Miscellaneous Prof. Services

This will cover the facilitator’s fee and also have sufficient expense for meals. I believe that Craig’s proposal is very fair and will build on the visioning session he facilitated in 2013.

Recommendation

Accept Mr. Waldron’s proposal for facilitation of the February 19-20 City Council Visioning Session and direct staff to prepare the necessary budget adjustments as reflected above.

City of Cambridge
City Council – City Staff Work Session
October, 2013

Work Session

The Cambridge City Council, City Administrator and management team met on October 25-26 in a two-day work session. The work session objectives developed by city leaders are summarized in five key areas:

- Work together to build a strong team
- Develop a realistic strategic plan
- Create cohesive vision and consensus-based goals for the future
- Discuss short and long term staffing needs
- Discuss important topics such as: code enforcement, YMCA, Library, Pools, Parks, etc.

A wide-ranging and participatory discussion occurred on a variety of subject areas including: 1) city strengths and challenges; 2) issues and variables impacting the city; and 3) the immediate and future goals and priorities of the city.

General Discussion Topics

To track and monitor for the record the following topics were identified and highlighted during the discussion:

- Finish infrastructure (street) improvements
- Public safety – resolve the sex offender situation
- Maintain public trust
- Maintain amenities and community aesthetics
- Sustain positive financial picture
- Use of technology
 - I pads
 - IT person – presently part time
 - Collaborate and share services with the County
 - Probe possibility with County Board in greater depth
 - Need to know IT strengths and weaknesses
- Are we business “friendly and fair”
- Examine core services
- How to be more efficient
- Educate, inform and engage citizens
- Citizen friendly
- Community connections (positive, sense of place, balance)
- Seek outside revenue sources and new resources
- Sustainability; improve what we do; do not go backwards
- Maintain service levels
- Federal mandate compliance

Two very positive, essential and overarching themes surfaced that warrant highlighting:

1. The City Council and city staff need to reach agreement on “where they are going” to get on the same page; once the page is set, they need to stay the course until formally modified by the entire Council.

2. The City Council wants to move forward and properly progress but in a very thoughtful and cautious manner. Deliberate and prudent risk-taking will be pursued.

In addition to the two overarching themes, the participants focused extensive discussion on four other key elements in detail.

Staffing

The two most needed positions relate to code and fire. Important discussion points were:

- a. City Council had a significant discussion as to whether the levy needs to be increased from zero to one percent to facilitate the staffing modifications. This will be a future consideration.
- b. Staffing additions were viewed in a positive light in terms of freeing up the current staff, which appears to be stressed. This would allow staff to concentrate on other priority issues.
- c. The City Administrator is an important position in the organization; her time is limited and it is important for that time to be spent on strategic and critical needs and not small matters.

Efficiency

The following are major thoughts that surfaced:

- a. The major emphasis focused on thinking outside of the box, streamlining, and eliminating non-valued items within the city's operation.
- b. The city should focus on what it does well and stop doing what it does not do well.
- c. How should codes be changed to be more workable to meet City Council priorities? It is noted that utilizing the new code and fire positions would enhance the time deficiencies for existing staff, particularly the City Administrator.
- d. If the city moves to implement the code position, it was decided that substantial front-end time should clearly be spent on ascertaining the priorities within code enforcement. Once agreement is in place, the majority of the City Council should "turn the staff loose" in terms of implementation. Council then needs to stick with those priorities with no individual agendas influencing or shaping staff priorities.
- e. When there are disagreements on direction, it is still incumbent for everyone to work together toward the majority Council position. Policy changes need to be revisited by all Council members.

Parks and Recreation Commission

The following are major thoughts that surfaced:

- a. Concerns were discussed that the Parks and Recreation Commission and the City Council are not necessarily in sync with respect to priorities and future needs.

- b. Another two topics discussed were purchasing Joe's Lake and what could happen if the city lost Legacy Funds.
- c. A long-term plan for parks and recreation was discussed, with the understanding that capacity for some small, quick improvements to generate community support for a long-term parks and recreation program would be needed.
- d. Analysis is also needed with respect to the AFRC status and how that relates to the city's goals and objectives.

Big Hairy Audacious Goals (BHAG)

The BHAG related to the community center and the YMCA. Discussion ensued with respect to the potential of Councilmember Lewis and a number of staff members exploring the possibility of a YMCA project. There was also substantial discussion of the need for additional ice sheets and the possibility of a pool and a water park. It was essentially decided that this BHAG is one of those really significant long-term projects that necessitates early planning. At this point, the group discussed the need for a well thought out process (sites, costs, etc.) with an eye toward the long-term.

Councilmembers, by consensus, stated they wanted to term it as a Community Center, not a YMCA project.

Implementation

Implementation, follow-up and making sure the strategic plan goes forward were concerns expressed by the City Council. It should be noted that 70% of strategic plans don't get implemented. The Cambridge consultants have spent extensive time reviewing the methodologies that can reverse this trend. Our experience offers that a plan will indeed move forward with a reasonable chance of success if the following process is utilized:

THE FOUR DISCIPLINES OF IMPLEMENTATION AND EXECUTION

The four disciplines of execution were developed by McChesney, Covey, and Huling. (Summaries were passed out at the session). Briefly, the implementation entails the following:

1. **Focus on the Wildly Important Goals (WIGS)**. By focusing on a few important items, Cambridge moves forward with what matters most. The team has to be very careful not to get wrapped up in the intensity of the day-to-day activities, otherwise known as The Whirlwind.
2. **Act on the Lead Measures**. Lag measures are the tracking of WIGS that help you figure out if you have met the goal; however, lead measures are extremely important in that they help your team drive continually toward the success of the goals. Lead measures are predictive of achieving the goal while lag measures are whether you actually did achieve it.
3. **Keep a Compelling Scoreboard**. People play differently when scoring is taking place and when they are the ones keeping score, they really become involved. Keeping score, in terms of how well the plan is moving forward, is absolutely critical.
4. **Create a Cadence of Accountability**. This is where a "time" is set within meetings whereby the team holds each other responsible for moving forward with respect to the WIGS. On a regular basis the team

looks at it where it should be and what was accomplished, thus, they are able to develop a regular execution plan that ensures they are moving forward in implementing the overall strategic plan.

Finally, when considering implementation strategies, keep in mind several supporting tactics including assigning and delegating responsibility; communicating the plan to the staff and citizens, ensuring the plan has adequate resources and engaging in a regular update process.

Next Steps

Implementation, follow-up and making sure the strategic plan goes forward were concerns expressed by city leaders. In terms of moving forward from this point, your consultants believe that city leaders are ready to take the next steps. We encourage you to review this summary with the staff and Council to ensure that it captures the work session ideas thoroughly.

We recommend paying close attention to the implementation materials that we provided at our session. We would suggest selecting the WIGS (Wildly Important Goals) and starting to work on the following:

- a. Clearly define and articulate your goals. Determine what are the right measures to attack the goals? Remember to utilize lead measures; you build your "scorecard" based on these measures.
- b. Make sure your lead measures are doable and work within the right timeframe and are properly sized.
- c. Make certain someone is assigned to track your lead measures and that they are entered on your scorecard. Ensure that the goals are communicated and well understood by everyone.
- d. Continuously compare whether the lead and lag measures are moving toward your big picture WIGS.
- e. We suggest that staff discuss the leads at department head meetings. We also suggest that the city administrator meet with the city council on at least a quarterly basis to review the progress and the scorecard. A formal update of the strategic plan and goals is encouraged on an annual basis.

Notes

A copy of the working notes and transcription information from the session flip charts is available in the City Administrator's Office. In addition, copies of the handouts and work sheets are also available for review in the City Administrator's Office.

David Unmacht and Craig Waldron
Cambridge Consultants
November 20, 2013

Lynda Woulfe

From: Waldron, Craig A. <cwaldron01@hamline.edu>
Sent: Tuesday, November 24, 2015 10:42 AM
To: Lynda Woulfe
Subject: Proposal

Dear Lynda, thank you for the opportunity to possibly work with Cambridge once again. What follows is my basic proposal:

My hourly fee is \$150 per hour. In terms of total hours, I would calculate approximately the three days on site, some limited pre-session preparation hours, travel time, and then a few hours to actually write the report.

The only other costs that I would envision would include mileage, as well as the expenses associated with typing and final preparation of the report.

I hope this provides you a reasonable outline as my approach is fairly simple and straightforward. Please contact me if you have any questions and I look forward to the opportunity to potentially work with Cambridge again. Take care !

$$30 \text{ hours} @ 150 = \$4,500^{00}$$

Lynda Woulfe

From: Lynda Woulfe
Sent: Wednesday, November 25, 2015 9:21 AM
To: CouncilMembers
Subject: Report from 2013 Retreat
Attachments: City Council Packet 12-16-2013.pdf

Greetings Council. As requested, attached is the report from the 2013 Council retreat. This report was prepared by the facilitator. Below is an excerpt from the April 2015 minutes when the Council reassessed work priorities:

City Wide Goals

Councilmembers discussed establishing new work goals for the City. Kafer indicated that at the time the prior goals were set, only three members of the current Council had the opportunity to participate. Lewis stated he would like to see the present priorities reordered.

Considerable discussion ensued and the Council agreed to define a new order for the present priorities. Kafer suggested dividing improvements to City Park and new ice sheets into two different priorities. Councilmembers agreed to reprioritize the following visioning goals:

1. City Park
2. Ice Sheets
3. Library
4. Community Aquatics Center
5. Highway 95 and Downtown Corridor Redevelopment
6. METO Property
7. Joint Law Enforcement Center

Each Councilmember was given seven votes to place by the priorities of their choosing. Councilmembers could place all their votes on one priority or divide them among the priorities as they decided. After the polling concluded the following emerged as the new order for the visioning goals:

1. City Park
2. Community Aquatics Center
3. Ice Sheets
4. Library
5. Redevelopment of Highway 95 and Downtown Corridor
6. METO Property

No votes were placed on the Joint Law Enforcement Center and Council agreed to drop it from the visioning goals at this time.

This information can help set the stage for any future visioning discussions.

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

Isanti County Initiative on Collaboration, Leadership and Efficiency (ICICLE)

**Monday, November 9, 2015
Minutes**

Attending: Susan Morris, Terry Turnquist, Tish Carlson, Don Lorsung, Ray Queener, Tiffany Kafer, Lynda Woulfe, Michelle Moen, Kristina Hamilton, Don Lorsung, Roxanne Achman, Ryan Smith of The Schneider Corporation, Carrie Levitski, Paul Bergley, and Kevin VanHooser

Commissioner Susan Morris led introductions.

Commissioner Morris reviewed the Community Forum that was held on October 21, 2015. She thanked everyone involved.

A review of our local GIS issues was verbally presented to Ryan Smith of Schneider Corp. Michelle Moen, County Assessor, reviewed the current state of the county GIS contract with Schneider for the Beacon product.

Entities in attendance were not satisfied with what they were getting from the county or Schneider. Therefore, a subcommittee will be developed to compile our GIS needs. This compilation of needs may result in an RFP for GIS services.

Schneider will give us a proposal for any service we need. They can contract for GIS services for \$36,500 per year. They will also give each city full capabilities for \$3000/yr.

Next meeting: January 11, 2016 Government Center at 9:00 am