



2016 MULTI YEAR BUDGET

Appendix D: 2016 - 2018 Water & Sewer Details



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45100 Water Overhead

Department: **Development & Infrastructure**

Division: Public Works Water

Section: Water Overhead (45100)

OBJECTIVES AND RESPONSIBILITIES:

Administrative services and overhead for water sub-division. Purchase of water from Regional Municipality of Waterloo.

Account Change Comments:

Growth: Increase in 2017 is a new Project Engineer split between Water and Sewer.

Expense Accounts:

2001 Salaries/2041 Benefits: Increase in 2016 is related to moving 50% of the Supervisor of Wastewater role from Roads (25600). 2017 increase is related to 50% of a new Project Engineer.

2785 Job Costing: Realigned \$15,500 in 2016 from training to Field Services (25220) and adjusted recovery through the 3857 Cont'n to Revenue Fund transfer. Remaining decrease is due to realigning expenses (i.e. small tools & supplies) to Water Maintenance (45200). Growth increases in 2016 to 2018 are related to training expenses for the new Water System Operators.

2972 Office Stationery and Supplies: Realigned \$2,300 in 2016 to Administrative & Support Services (25100).

3067 Purchase of Water: The Regions' wholesale unit supply charge has increased 3.9%.

3730 Debt Charges-Interest: Adjusted to reflect actual payment obligations.

3780 Debt Charges-Principal: Adjusted to reflect actual payment obligations.

3857 Cont'n to Revenue Fund: Decrease in 2016 is due to adjusted FTE recovery splits and increases in 2017 and 2018 are due to inflation.

3987 Contr to Water Rate Stab RF: Increase in 2016 is to fund the Water Stabilization Reserve.

3989 Contr to Water Meter Replacement RF: 2.5% increase from 2016 to 2018.

Revenue Accounts:

7350 Fire Protection Revenue: 2.5% increase + number of hydrants.

8159 Contr From Debt Retirement: Adjusted to reflect actual payment obligations.

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45100 Water Overhead

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	3.07	2.50	3.57					3.57	
FTE Full Time Recovered	12.90	12.90	14.50					14.50	
FTE Part Time Recovered	0.85		0.96					0.96	
Total FTE's	16.82	15.40	19.03					19.03	
EXPENSES									
2001 Salaries/Wages Full Time	279,800	279,800	344,800	23.2%				344,800	23.2%
2031 Overtime	23,700	23,700	23,700					23,700	
2032 Managers / Standby	21,300	21,300	21,300					21,300	
2041 Benefits	73,300	73,300	89,400	22.0%				89,400	22.0%
2045 Clothing	13,600	13,600	13,600		1,000			14,600	7.4%
2046 Meal Allowance	7,900	7,900	7,900					7,900	
2120 Advertising	2,200	2,200		(100.0%)					(100.0%)
2122 Advertising - Promotion	10,200	10,200	12,400	21.6%				12,400	21.6%
2290 Mileage	1,000	1,000	1,000					1,000	
2603 Equipment - New	23,900	27,961		(100.0%)					(100.0%)
2606 Equipment Usage - City Owned	43,100	43,100	43,100					43,100	
2780 Insurance	25,300	25,300	25,800	2.0%				25,800	2.0%
2785 Job Costing		153,200		(22.5%)					(20.6%)
20631 Water Standby	25,300		25,700	2				25,700	2
29800002 On The Job Training	93,000		93,000		3,000			96,000	3
29800004 On The Job Training Eng. Service	15,500			(100)					(100)
32600002 Small Tools & Supplies	19,400			(100)					(100)
Total 2785 Job Costing	153,200		118,700	(23)	3,000			121,700	(21)
2791 Lease Agreement - Railway	500	500	500					500	
2972 Office Stationery/Supplies/Equ	2,300	2,300		(100.0%)					(100.0%)
3067 Purchase of Water	15,395,900	15,395,900	16,125,600	4.7%				16,125,600	4.7%
3290 Training & Development	28,200	28,200	28,200					28,200	

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45100 Water Overhead

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
3725 Debt Charges	214,000	214,000	214,000			257,000		471,000	120.1%
3730 Debt Charges - Interest	82,600	82,600	75,200	(9.0%)				75,200	(9.0%)
3770 Prov. For Loss on Private Work	5,000	5,000	5,000					5,000	
3780 Debt Charges- Principal	402,400	402,400	410,100	1.9%				410,100	1.9%
3857 Cont'n to Revenue Fund	2,467,000	2,138,500	2,440,400	(1.1%)				2,440,400	(1.1%)
3928 Cont'n To Water Sys Cap. R.F.	3,391,500	3,716,500	3,797,200	12.0%		214,000		4,011,200	18.3%
3987 Contr to Water Rate Stab RF	18,700	18,700	100,000	434.8%				100,000	434.8%
3989 Contr to Water Meter Replac RF	539,500	539,500	553,000	2.5%				553,000	2.5%
Total Expenses	23,226,100	23,226,661	24,450,900	5.3%	4,000	471,000		24,925,900	7.3%
REVENUE									
7350 Fire Protection Revenue	(304,400)	(304,400)	(307,700)	1.1%				(307,700)	1.1%
7970 Surplus From Previous Year	(454,000)	(454,000)		(100.0%)					(100.0%)
8159 Cont'n Fm Debt Retirement	(31,100)	(31,100)	(31,400)	1.0%				(31,400)	1.0%
8631 Water Billing	(24,452,900)	(24,452,900)	(25,993,000)	6.3%				(25,993,000)	6.3%
8633 Water Billing Fixed Charges	(5,001,300)	(5,001,300)	(5,323,900)	6.5%				(5,323,900)	6.5%
8634 Infrastructure Renewal Charge			(454,000)					(454,000)	
Total Revenue	(30,243,700)	(30,243,700)	(32,110,000)	6.2%				(32,110,000)	6.2%
Net Expenditures	(7,017,600)	(7,017,039)	(7,659,100)	9.1%	4,000	471,000		(7,184,100)	2.4%

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45200 Water Maintenance

Department: **Development & Infrastructure**

Division: Public Works Water

Section: Water Maintenance (45200)

OBJECTIVES AND RESPONSIBILITIES :

To maintain & protect the Corporation's water distribution system & protect investment in same & through repair & installation of meters, provide accurate information for billing purposes. Insure fire hydrants are accessible & operational for firefighting purposes. Generate revenue required to offset these expenses.

Account Change Comments:

Growth: Increase is related to adding an additional 2 Water System Operators in 2016, 2017 and 2018 along with an additional Construction Inspector in 2018.

Expense Accounts:

2295 Leased Vehicles/Mileage/Fuel: \$2,000 increase for extra pickup for hydrant painters.

2396 Water Meter Replace Contract: Starting in 2016 the budget for water meter replacements has been separated out of Job Costing and funded through a transfer from the Water Meter Replacement Reserve.

2785 Job Costing: From 2016 to 2018 job costing is decreasing by approximately \$180,000 per year as the water meter replacement costs have been transferred to a separate account (2396) with the decrease offset by inflationary increases and additional growth roles who are focusing on watermain repairs and replacements, locates and hydrant repair and replacements.

3260 Small Tools and Supplies: Realigned \$19,400 in 2016 from Water (45100) job costing. Increases in 2016, 2017 and 2018 are for the new Water System Operators.

Revenue Accounts:

8632 Cont frm Water Meter Replac RF: Transfer from Water Meter Replacement Reserve to fund the Water Meter Replacement Contract (2396).

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45200 Water Maintenance

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	23.40		23.40		2.00			25.40	
FTE Part Time	4.05		4.05					4.05	
Total FTE's	27.45		27.45		2.00			29.45	
EXPENSES									
2295 Leased Vehicles/Mileage/Fuel	5,200	5,200	7,200	38.5%				7,200	38.5%
2396 Water Meter Replace Contract			300,000					300,000	
2606 Equipment Usage - City Owned	3,100	3,100	3,100					3,100	
2785 Job Costing		6,812,339		(2.4%)					(0.4%)
5501 Watermain Repair/Replace	835,800		856,700	3	44,300			901,000	8
5502 Service Connection Repair/Replace	3,850,900		3,947,200	3				3,947,200	3
5505 Watermain Flushing	46,400		47,600	3				47,600	3
5506 Watermain Swabbing	269,500		276,200	2				276,200	2
5507 Water Meter Installation	179,600			(100)					(100)
5509 Reading Water Meters	69,300			(100)					(100)
5511 Hydrant Repair/Replace	416,600		416,600		44,300			460,900	11
5512 Hydrant Painting	14,100		14,100					14,100	
5513 Hydrant Checking & Greasing	163,100		163,100					163,100	
5514 Water Samples	163,500		163,500					163,500	
5515 Locates	325,500		325,500		44,300			369,800	14
5517 Dead End Flushing	88,000		88,000					88,000	
5518 Water Meter Management	387,600		350,700	(10)				350,700	(10)
5510 Hydrant Installation	6,500		6,500					6,500	
Total 2785 Job Costing	6,816,400		6,655,700	(2)	132,900			6,788,600	
3260 Small Tools and Supplies			19,400		3,000			22,400	
3331 Electricity	3,000	3,000	3,200	6.7%				3,200	6.7%
Total Expenses	6,827,700	6,823,639	6,988,600	2.4%	135,900			7,124,500	4.3%

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45200 Water Maintenance

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
REVENUE									
8632 Cont frm Water Meter Replac RF			(300,000)					(300,000)	
Total Revenue			(300,000)					(300,000)	
Net Expenditures	6,827,700	6,823,639	6,688,600	(2.0%)	135,900			6,824,500	

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45300 Water Billing

Department: **Development & Infrastructure**

Division: Public Works Water Recoveries

Section: Water Billing (45300)

OBJECTIVES AND RESPONSIBILITIES:

To bill and collect the revenue from customers for the operation of the water and sewer division.

Account Change Comments:

Expense Accounts:

3712 Billing & Collection: Decrease in 2016 is related to Council approved policy change in water billing.

3800 Write Off: 2016 growth is a provision for write-offs based on Council approved policy.

3857 Cont'n to Revenue Fund: Decrease in 2016 is related to reflecting the proper allocation of staffing costs related to the water billing function.

Revenue Accounts:

7011 Interest on Overdue Accounts: Decreased to reflect actual revenue anticipated.

7981 Final Reads: 2016 decrease is due to anticipated revenue from Council approved policies.

7982 Setup New Account: 2016 decrease is due to anticipated revenue from Council approved policies.

7984 Shut-off Fee: 2016 decrease is due to a change in Council approved policies.

7986 Tenanted Properties User Fee: 2016 decrease is due to a change in Council approved policies.

8352 Transfer From Sewer: Adjusted to reflect allocation of billing function attributed to Sewer.

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45300 Water Billing

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time Recovered	3.70		2.50					2.50	
FTE Part Time Recovered	2.29		3.43					3.43	
Total FTE's	5.99		5.93					5.93	
EXPENSES									
2823 Licences - Software Agreement	14,500	14,500	14,500					14,500	
3712 Billing & Collection	352,500	352,500	333,200	(5.5%)				333,200	(5.5%)
3790 Meter Readings	194,400	194,400	194,400					194,400	
3800 Write Offs					100,000			100,000	
3857 Cont'n to Revenue Fund	468,500	468,500	406,600	(13.2%)				406,600	(13.2%)
Total Expenses	1,029,900	1,029,900	948,700	(7.9%)	100,000			1,048,700	1.8%
REVENUE									
7011 Interest on Overdue Accounts	(190,000)	(190,000)	(175,000)	(7.9%)				(175,000)	(7.9%)
7980 Water Certificates	(12,000)	(12,000)	(12,000)					(12,000)	
7981 Final Reads	(114,000)	(114,000)	(75,000)	(34.2%)				(75,000)	(34.2%)
7982 Setup New Account	(100,000)	(100,000)	(67,500)	(32.5%)				(67,500)	(32.5%)
7984 Shut-off Fee	(150,000)	(150,000)		(100.0%)					(100.0%)
7986 Tenanted Properties User Fee	(84,000)	(84,000)		(100.0%)					(100.0%)
8352 Transfer From Sewer	(190,000)	(190,000)	(359,600)	89.3%				(359,600)	89.3%
Total Revenue	(840,000)	(840,000)	(689,100)	(18.0%)				(689,100)	(18.0%)
Net Expenditures	189,900	189,900	259,600	36.7%	100,000			359,600	89.4%

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45910 Water Private Works

Department: **Development & Infrastructure**

Division: Public Works Water Recoveries

Section: Water Private Works (45910)

OBJECTIVES AND RESPONSIBILITIES:

To perform service installation for private properties on a full cost recovery basis.

Account Change Comments:

Expense Accounts:

5990 Private Work Order Expenses: 2.5% increase.

Revenue Accounts:

8990 Private Work Order Revenue: 2.5% increase.

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45910 Water Private Works

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	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	1.18		1.18					1.18	
FTE Part Time	0.48		0.48					0.48	
Total FTE's	1.66		1.66					1.66	
EXPENSES									
5990 Private Work Order Expenses	166,200	166,200	170,400	2.5%				170,400	2.5%
Total Expenses	166,200	166,200	170,400	2.5%				170,400	2.5%
REVENUE									
8990 Private Work Order Revenue	(166,200)	(166,200)	(170,400)	2.5%				(170,400)	2.5%
Total Revenue	(166,200)	(166,200)	(170,400)	2.5%				(170,400)	2.5%
Net Expenditures									

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45912 Regional Work

Department: **Development & Infrastructure**

Division: Public Works Water Recoveries

Section: Regional Work (45912)

OBJECTIVES AND RESPONSIBILITIES:

To perform maintenance on Regional watermains on a full cost recovery basis.

Account Change Comments:

Expense Accounts:

5991 Regional Work Order Expenses: 2.5% increase.

Revenue Accounts:

8991 Regional Work Order Revenue: 2.5% increase.

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45912 Regional Work

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	1.49		1.49					1.49	
Total FTE's	1.49		1.49					1.49	
EXPENSES									
5991 Regional Work Order Expenses	188,000	188,000	192,700	2.5%				192,700	2.5%
Total Expenses	188,000	188,000	192,700	2.5%				192,700	2.5%
REVENUE									
8991 Regional Work Order Revenue	(188,000)	(188,000)	(192,700)	2.5%				(192,700)	2.5%
Total Revenue	(188,000)	(188,000)	(192,700)	2.5%				(192,700)	2.5%
Net Expenditures									

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55100 Sewer Overhead

Department: **Development & Infrastructure**
Division: Public Works Sewer
Section: Sanitary Sewer Overhead (55100)

OBJECTIVES AND RESPONSIBILITIES:

Administration, supervision and support for sanitary sewer sub-division.

Account Change Comments:

Growth: Increase in 2017 is a new Project Engineer split between Water and Sewer.

Expense Accounts:

2001 Salaries/2041 Benefits: Increase in 2016 is related to moving 50% of the Supervisor of Wastewater role from Roads (25600).

2045 Clothing: Growth in 2016, 2017 and 2018 is related to the growth Operators in Sewer Maintenance (55200).

2780 Insurance: Inflationary increases as per budget call.

2785 Job Costing: Realigned \$15,300 in 2016 from training to Field Services (25220) and adjusted recovery through the 3857 Cont'n to Revenue Fund transfer. Remaining decrease is due to realigning expenses (i.e. small tools & supplies) to Sewer Maintenance (55200). Growth increases in 2016 to 2018 are related to training expenses for the new Operators.

2972 Office Stationery and Supplies: Realigned \$2,200 in 2016 to Administrative & Support Services (25100).

3770 Provision for Loss on Private Work: Increase for loss on Sanitary Sewer Blocks.

3845 Transfer to Water : Values from billing.

3857 Cont'n to Revenue Fund: Decrease in 2016 is due to adjusted FTE recovery splits and increases in 2017 and 2018 are due to inflation.

3926 Cont'n to Wastewtr –Cap Exp RF: As per long range financial plan.

3988 Cont'n to Wastewtr Rate Stab RF: Increases in 2016 to 2018 are to fund the Wastewater Stabilization Reserve.

Revenue Accounts:

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55100 Sewer Overhead

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	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	5.05	1.50	5.55					5.55	
FTE Full Time Recovered	10.90	10.90	12.49					12.49	
FTE Part Time Recovered	0.35		0.47					0.47	
Total FTE's	16.30	12.40	18.51					18.51	
EXPENSES									
2001 Salaries/Wages Full Time	394,900	394,900	462,600	17.1%				462,600	17.1%
2031 Overtime	14,500	14,500	14,500					14,500	
2032 Managers / Standby	20,100	20,100	20,100					20,100	
2041 Benefits	117,000	117,000	127,500	9.0%				127,500	9.0%
2045 Clothing	17,000	17,000	17,000		1,000			18,000	5.9%
2046 Meal Allowance	4,400	4,400	4,400					4,400	
2122 Advertising - Promotion	20,000	20,000	20,000					20,000	
2290 Mileage	1,000	1,000	1,000					1,000	
2606 Equipment Usage - City Owned	29,500	29,500	29,500					29,500	
2780 Insurance	25,300	25,300	25,800	2.0%				25,800	2.0%
2785 Job Costing		260,700		(13.0%)					(11.4%)
20632 Sewer Standby	47,600		48,300	1				48,300	1
29800003 On The Job Training	179,900		179,900		4,000			183,900	2
29800005 On The Job Training Eng. Service	15,300			(100)					(100)
32600003 Small Tools & Supplies	19,400			(100)					(100)
Total 2785 Job Costing	262,200		228,200	(13)	4,000			232,200	(11)
2791 Lease Agreement - Railway	19,700	19,700	19,700					19,700	
2972 Office Stationery/Supplies/Equ	2,200	2,200		(100.0%)					(100.0%)
3290 Training & Development	33,700	33,700	33,700					33,700	
3770 Prov. For Loss on Private Work	2,500	4,000	5,000	100.0%				5,000	100.0%
3845 Transfer to Water	190,000	190,000	359,600	89.3%				359,600	89.3%
3857 Cont'n to Revenue Fund	2,241,300	1,852,800	2,193,200	(2.1%)				2,193,200	(2.1%)

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55100 Sewer Overhead

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
3926 Cont'n To Wastewtr-Cap Exp RF	3,532,500	3,757,500	3,265,900	(7.5%)				3,265,900	(7.5%)
3988 Contr to Wastewtr Rate Stab RF	18,700	18,700	60,000	220.9%				60,000	220.9%
Total Expenses	6,946,500	6,783,000	6,887,700	(0.8%)	5,000			6,892,700	(0.8%)
REVENUE									
7921 Sewer Billing	(23,876,400)	(23,876,400)	(25,125,400)	5.2%				(25,125,400)	5.2%
7922 Sewer Billing Fixed Charges	(3,478,500)	(3,478,500)	(3,754,400)	7.9%				(3,754,400)	7.9%
Total Revenue	(27,354,900)	(27,354,900)	(28,879,800)	5.6%				(28,879,800)	5.6%
Net Expenditures	(20,408,400)	(20,571,900)	(21,992,100)	7.8%	5,000			(21,987,100)	7.7%

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55200 Sewer Maintenance

Department: **Development & Infrastructure**
Division: Public Works Sewer
Section: Sanitary Sewer Maintenance (55200)

OBJECTIVES AND RESPONSIBILITIES:

The maintenance and repair of the sanitary sewer system throughout the City, reducing health hazards & protecting public & private property. Respond to emergency sewer maintenance complaints; maintenance & operation of sewer pumping stations including compensating the Region of Waterloo for waste water treatment costs.

Account Change Comments:

Growth: Increase is related to adding an additional 2 Wastewater System Operators in 2016 and 2018 and an additional Construction Inspector in 2017.

Expense Accounts:

2325 Communications: 3% increase (Bell Mobility).

2604 Minor Capital: \$2000 per year for replacement of iPads.

2785 Job Costing: Realigned \$19,400 in 2016 from Sewer (55100) job costing for small tools & supplies. Additional increases from 2016 to 2018 are related to inflation and additional growth roles who are focusing on manhole repair and replacements, mainline repair, replacements and cleaning, locates, lateral repairs, mainline blockages and pumping station maintenance.

3330 Union Gas: Inflationary increase in 2017 and 2018 as per budget call.

3331 Electricity: Inflationary increase in 2017 and 2018 as per budget call.

3332 Water/Sewer Charges: Inflationary increase in 2017 and 2018 as per budget call.

5712 Sewer Treatment (Regional): Realigned from Sewage Treatment (55300) in 2016. The Regions' wholesale unit treatment charge has increased 6.9% over 2015.

Revenue Accounts:

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55200 Sewer Maintenance

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	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	18.74		18.74		2.00			20.74	
Total FTE's	18.74		18.74		2.00			20.74	
EXPENSES									
2325 Communications			25,000					25,000	
2604 Minor Capital			2,000					2,000	
2606 Equipment Usage - City Owned	24,100	24,100	24,100					24,100	
2785 Job Costing		3,160,600		2.3%					8.7%
5700 Manhole Installation	31,500			(100)					(100)
5701 Manhole Repair/Replace	304,600		344,500	13	32,100			376,600	24
5702 Mainline Repair/Replace	49,200		50,400	2	32,100			82,500	68
5703 Mainline Cleaning-Power Jetting	242,200		248,300	3	32,100			280,400	16
5704 Mainline Inspection	249,400			(100)					(100)
5705 Mainline Blockage	14,100		14,500	3				14,500	3
5706 Preventative Mtce. Inspection	47,600		308,200	547				308,200	547
5707 Lateral Repair/Replace	789,500		809,200	2				809,200	2
5708 Lateral Blockage	172,800		177,100	2				177,100	2
5709 Locates	33,200		34,000	2	32,100			66,100	99
5711 Pumping Station Mtce.	804,100		795,000	(1)	60,000			855,000	6
5712 Preventative Mtce.	270,100		276,900	3				276,900	3
3260 Small Tools & Supplies			19,400		3,000			22,400	
Total 2785 Job Costing	3,008,300		3,077,500	2	191,400			3,268,900	9
3050 Property Taxes	37,300	37,300	38,400	2.9%				38,400	2.9%
3330 Union Gas			3,000					3,000	
3331 Electricity	120,300	128,000	128,100	6.5%				128,100	6.5%
3332 Water/Sewer Charges	12,600	12,600	13,500	7.1%				13,500	7.1%
5712 Sewer Treatment (Regional)			18,396,900					18,396,900	
5713 Sewer Surcharge Rebates			100,000					100,000	

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55200 Sewer Maintenance

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
Total Expenses	3,202,600	3,362,600	21,808,500	581.0%	191,400			21,999,900	586.9%
REVENUE									
7605 Mtce Pumping Station Riverside	(12,500)	(12,500)	(12,800)	2.4%				(12,800)	2.4%
Total Revenue	(12,500)	(12,500)	(12,800)	2.4%				(12,800)	2.4%
Net Expenditures	3,190,100	3,350,100	21,795,700	583.2%	191,400			21,987,100	589.2%

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55300 Sewage Treatment

Department: **Transportation and Public Works**

Division: Sanitary Sewer

Section: Sewage Treatment (55300)

OBJECTIVES AND RESPONSIBILITIES:

To compensate Region of Waterloo for treatment costs at the three sewage treatment plants.

Account Change Comments:

Expense Accounts:

5712 Sewer Treatment (Regional): 2016 Budget has been moved to account 55200 - 5712.

Revenue Accounts:

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55300 Sewage Treatment

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
Total FTE's									
EXPENSES									
5712 Sewer Treatment (Regional)	17,021,300	17,021,300		(100.0%)					(100.0%)
5713 Sewer Surcharge Rebates	197,000	197,000		(100.0%)					(100.0%)
Total Expenses	17,218,300	17,218,300		(100.0%)					(100.0%)
REVENUE									
Total Revenue									
Net Expenditures	17,218,300	17,218,300		(100.0%)					(100.0%)

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55910 Sewer Private Works

Department: **Transportation & Public Works**

Division: Sanitary Sewer

Section: Sewer Private Works

OBJECTIVES AND RESPONSIBILITIES :

To perform maintenance on private sewer facilities on a full cost recovery basis

Account Change Comments:

Expense Accounts

Revenue Accounts

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55910 Sewer Private Works

	2015 Budget Restated	2015 June Forecast	2016 Base Budget	% Over (Under) 2015	2016 Growth	2016 Op Imp Fm Capital	2016 One Time	2016 Total Budget	% Over (Under) 2015
FTE's									
FTE Full Time	1.57		1.57					1.57	
Total FTE's	1.57		1.57					1.57	
EXPENSES									
5990 Private Work Order Expenses	183,000	183,000	187,600	2.5%				187,600	2.5%
Total Expenses	183,000	183,000	187,600	2.5%				187,600	2.5%
REVENUE									
8990 Private Work Order Revenue	(183,000)	(183,000)	(187,600)	2.5%				(187,600)	2.5%
Total Revenue	(183,000)	(183,000)	(187,600)	2.5%				(187,600)	2.5%
Net Expenditures									

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45100 Water Overhead

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	3.57	3.57		0.50	0.00	0.00	4.07	
FTE Full Time Recovered	14.50	14.50		0.00	0.00	0.00	14.50	
FTE Part Time Recovered	0.96	0.96		0.00	0.00	0.00	0.96	
Total FTE's	19.03	19.03		0.50	0.00	0.00	19.53	
EXPENSES								
2001 Salaries/Wages Full Time	344,800	350,000	1.5%	43,100	0	0	393,100	14.0%
2031 Overtime	23,700	23,700	0.0%	0	0	0	23,700	0.0%
2032 Managers / Standby	21,300	21,300	0.0%	0	0	0	21,300	0.0%
2041 Benefits	89,400	90,500	1.2%	11,700	0	0	102,200	14.3%
2045 Clothing	14,600	14,600	0.0%	1,200	0	0	15,800	8.2%
2046 Meal Allowance	7,900	7,900	0.0%	0	0	0	7,900	0.0%
2120 Advertising	0	0	0.0%	0	0	0	0	0.0%
2122 Advertising - Promotion	12,400	12,400	0.0%	0	0	0	12,400	0.0%
2290 Mileage	1,000	1,000	0.0%	800	0	0	1,800	80.0%
2603 Equipment - New	0	0	0.0%	0	0	0	0	0.0%
2606 Equipment Usage - City Owned	43,100	43,100	0.0%	0	0	0	43,100	0.0%
2780 Insurance	25,800	26,300	1.9%	0	0	0	26,300	1.9%
2785 Job Costing			0.3%					5.3%
20631 Water Standby	25,700	26,100	1.6%	0	0	0	26,100	1.6%
29800002 On The Job Training	96,000	96,000	0.0%	6,000	0	0	102,000	6.3%
29800004 On The Job Training Eng. Service	0	0	0.0%	0	0	0	0	0.0%
32600002 Small Tools & Supplies	0	0	0.0%	0	0	0	0	0.0%
Total 2785 Job Costing	121,700	122,100	0.3%	6,000	0	0	128,100	5.3%
2791 Lease Agreement - Railway	500	500	0.0%	0	0	0	500	0.0%
2972 Office Stationery/Supplies/Equ	0	0	0.0%	400	0	0	400	0.0%

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45100 Water Overhead

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
3067 Purchase of Water	16,125,600	16,674,400	3.4%	0	0	0	16,674,400	3.4%
3290 Training & Development	28,200	28,200	0.0%	0	0	0	28,200	0.0%
3725 Debt Charges	471,000	471,000	0.0%	0	43,000	0	514,000	9.1%
3730 Debt Charges - Interest	75,200	66,300	(11.8%)	0	0	0	66,300	(11.8%)
3770 Prov. For Loss on Private Work	5,000	5,000	0.0%	0	0	0	5,000	0.0%
3780 Debt Charges- Principal	410,100	419,100	2.2%	0	0	0	419,100	2.2%
3857 Cont'n to Revenue Fund	2,440,400	2,514,400	3.0%	0	0	0	2,514,400	3.0%
3928 Cont'n To Water Sys Cap. R.F.	4,011,200	4,607,300	14.9%	0	0	0	4,607,300	14.9%
3987 Contr to Water Rate Stab RF	100,000	100,000	0.0%	0	0	0	100,000	0.0%
3989 Contr to Water Meter Replac RF	553,000	566,800	2.5%	0	0	0	566,800	2.5%
Total Expenses	24,925,900	26,165,900	5.0%	63,200	43,000	0	26,272,100	5.4%
REVENUE								
7350 Fire Protection Revenue	(307,700)	(314,100)	2.1%	0	0	0	(314,100)	2.1%
7970 Surplus From Previous Year	0	0	0.0%	0	0	0	0	0.0%
8159 Cont'n Fm Debt Retirement	(31,400)	(31,500)	0.3%	0	0	0	(31,500)	0.3%
8631 Water Billing	(25,993,000)	(27,113,900)	4.3%	0	0	0	(27,113,900)	4.3%
8633 Water Billing Fixed Charges	(5,323,900)	(5,554,700)	4.3%	0	0	0	(5,554,700)	4.3%
8634 Infrastructure Renewal Charge	(454,000)	(454,000)	0.0%	0	0	0	(454,000)	0.0%
Total Revenue	(32,110,000)	(33,468,200)	4.2%	0	0	0	(33,468,200)	4.2%
Net Expenditures	(7,184,100)	(7,302,300)	1.6%	63,200	43,000	0	(7,196,100)	0.2%

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45200 Water Maintenance

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	25.40	25.40		2.00	0.00	0.00	27.40	
FTE Part Time	4.05	4.05		0.00	0.00	0.00	4.05	
Total FTE's	29.45	29.45		2.00	0.00	0.00	31.45	
EXPENSES								
2295 Leased Vehicles/Mileage/Fuel	7,200	7,200	0.0%	0	0	0	7,200	0.0%
2396 Water Meter Replace Contract	300,000	307,000	2.3%	0	0	0	307,000	2.3%
2606 Equipment Usage - City Owned	3,100	3,100	0.0%	0	0	0	3,100	0.0%
2785 Job Costing			(2.2%)					0.0%
5501 Watermain Repair/Replace	901,000	924,100	2.6%	67,700	0	0	991,800	10.1%
5502 Service Connection Repair/Replace	3,947,200	4,058,100	2.8%	0	0	0	4,058,100	2.8%
5505 Watermain Flushing	47,600	48,800	2.5%	0	0	0	48,800	2.5%
5506 Watermain Swabbing	276,200	283,100	2.5%	0	0	0	283,100	2.5%
5507 Water Meter Installation	0	0	0.0%	0	0	0	0	0.0%
5509 Reading Water Meters	0	0	0.0%	0	0	0	0	0.0%
5511 Hydrant Repair/Replace	460,900	460,900	0.0%	67,700	0	0	528,600	14.7%
5512 Hydrant Painting	14,100	14,100	0.0%	0	0	0	14,100	0.0%
5513 Hydrant Checking & Greasing	163,100	163,100	0.0%	0	0	0	163,100	0.0%
5514 Water Samples	163,500	163,500	0.0%	0	0	0	163,500	0.0%
5515 Locates	369,800	369,800	0.0%	0	0	0	369,800	0.0%
5517 Dead End Flushing	88,000	88,000	0.0%	0	0	0	88,000	0.0%
5518 Water Meter Management	350,700	58,200	(83.4%)	0	0	0	58,200	(83.4%)
5510 Hydrant Installation	6,500	6,500	0.0%	0	0	0	6,500	0.0%
Op. Impact 15S006 SE Galt 2102 Infra Upsize Wesley Blvd, Faith St. Dundas	0	0	0.0%	0	4,000	0	4,000	0.0%

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45200 Water Maintenance

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
Op. Impact 15X007 SE Galt 3240 Branchton Rd Wm & Sanitary Ext (South Meyers)	0	0	0.0%	0	8,500	0	8,500	0.0%
Total 2785 Job Costing	6,788,600	6,638,200	(2.2%)	135,400	12,500	0	6,786,100	0.0%
3260 Small Tools and Supplies	22,400	22,400	0.0%	3,000	0	0	25,400	13.4%
3331 Electricity	3,200	3,400	6.3%	0	0	0	3,400	6.3%
Total Expenses	7,124,500	6,981,300	(2.0%)	138,400	12,500	0	7,132,200	0.1%
REVENUE								
8632 Cont frm Water Meter Replac RF	(300,000)	(307,000)	2.3%	0	0	0	(307,000)	2.3%
Total Revenue	(300,000)	(307,000)	2.3%	0	0	0	(307,000)	2.3%
Net Expenditures	6,824,500	6,674,300	(2.2%)	138,400	12,500	0	6,825,200	0.0%

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45300 Water Billing

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time Recovered	2.50	2.50		0.00	0.00	0.00	2.50	
FTE Part Time Recovered	3.43	3.43		0.00	0.00	0.00	3.43	
Total FTE's	5.93	5.93		0.00	0.00	0.00	5.93	
EXPENSES								
2823 Licences - Software Agreement	14,500	14,500	0.0%	0	0	0	14,500	0.0%
3712 Billing & Collection	333,200	349,800	5.0%	0	0	0	349,800	5.0%
3790 Meter Readings	194,400	194,400	0.0%	0	0	0	194,400	0.0%
3800 Write Offs	100,000	100,000	0.0%	0	0	0	100,000	0.0%
3857 Cont'n to Revenue Fund	406,600	412,700	1.5%	0	0	0	412,700	1.5%
Total Expenses	1,048,700	1,071,400	2.2%	0	0	0	1,071,400	2.2%
REVENUE								
7011 Interest on Overdue Accounts	(175,000)	(175,000)	0.0%	0	0	0	(175,000)	0.0%
7980 Water Certificates	(12,000)	(12,000)	0.0%	0	0	0	(12,000)	0.0%
7981 Final Reads	(75,000)	(75,000)	0.0%	0	0	0	(75,000)	0.0%
7982 Setup New Account	(67,500)	(67,500)	0.0%	0	0	0	(67,500)	0.0%
7984 Shut-off Fee	0	0	0.0%	0	0	0	0	0.0%
7986 Tenanted Properties User Fee	0	0	0.0%	0	0	0	0	0.0%
8352 Transfer From Sewer	(359,600)	(371,000)	3.2%	0	0	0	(371,000)	3.2%
Total Revenue	(689,100)	(700,500)	1.7%	0	0	0	(700,500)	1.7%
Net Expenditures	359,600	370,900	3.1%	0	0	0	370,900	3.1%

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45910 Water Private Works

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	1.18	1.18		0.00	0.00	0.00	1.18	
FTE Part Time	0.48	0.48		0.00	0.00	0.00	0.48	
Total FTE's	1.66	1.66		0.00	0.00	0.00	1.66	
EXPENSES								
5990 Private Work Order Expenses	170,400	174,700	2.5%	0	0	0	174,700	2.5%
Total Expenses	170,400	174,700	2.5%	0	0	0	174,700	2.5%
REVENUE								
8990 Private Work Order Revenue	(170,400)	(174,700)	2.5%	0	0	0	(174,700)	2.5%
Total Revenue	(170,400)	(174,700)	2.5%	0	0	0	(174,700)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%

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45912 Regional Work

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	1.49	1.49		0.00	0.00	0.00	1.49	
Total FTE's	1.49	1.49		0.00	0.00	0.00	1.49	
EXPENSES								
5991 Regional Work Order Expenses	192,700	197,500	2.5%	0	0	0	197,500	2.5%
Total Expenses	192,700	197,500	2.5%	0	0	0	197,500	2.5%
REVENUE								
8991 Regional Work Order Revenue	(192,700)	(197,500)	2.5%	0	0	0	(197,500)	2.5%
Total Revenue	(192,700)	(197,500)	2.5%	0	0	0	(197,500)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%

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55100 Sewer Overhead

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	5.55	6.05		0.50	0.00	0.00	6.55	
FTE Full Time Recovered	12.49	12.49		0.00	0.00	0.00	12.49	
FTE Part Time Recovered	0.47	0.47		0.00	0.00	0.00	0.47	
Total FTE's	18.51	19.01		0.50	0.00	0.00	19.51	
EXPENSES								
2001 Salaries/Wages Full Time	462,600	476,900	3.1%	43,100	0	0	520,000	12.4%
2031 Overtime	14,500	14,500	0.0%	0	0	0	14,500	0.0%
2032 Managers / Standby	20,100	20,100	0.0%	0	0	0	20,100	0.0%
2041 Benefits	127,500	130,600	2.4%	11,700	0	0	142,300	11.6%
2045 Clothing	18,000	18,000	0.0%	500	0	0	18,500	2.8%
2046 Meal Allowance	4,400	4,400	0.0%	0	0	0	4,400	0.0%
2122 Advertising - Promotion	20,000	20,000	0.0%	0	0	0	20,000	0.0%
2290 Mileage	1,000	1,000	0.0%	0	0	0	1,000	0.0%
2606 Equipment Usage - City Owned	29,500	29,500	0.0%	0	0	0	29,500	0.0%
2780 Insurance	25,800	26,300	1.9%	0	0	0	26,300	1.9%
2785 Job Costing			0.3%					1.2%
20632 Sewer Standby	48,300	49,000	1.4%	0	0	0	49,000	1.4%
29800003 On The Job Training	183,900	183,900	0.0%	2,000	0	0	185,900	1.1%
29800005 On The Job Training Eng. Service	0	0	0.0%	0	0	0	0	0.0%
32600003 Small Tools & Supplies	0	0	0.0%	0	0	0	0	0.0%
Total 2785 Job Costing	232,200	232,900	0.3%	2,000	0	0	234,900	1.2%
2791 Lease Agreement - Railway	19,700	19,700	0.0%	0	0	0	19,700	0.0%
2972 Office Stationery/Supplies/Equ	0	0	0.0%	300	0	0	300	0.0%
3290 Training & Development	33,700	33,700	0.0%	0	0	0	33,700	0.0%
3770 Prov. For Loss on Private Work	5,000	5,000	0.0%	0	0	0	5,000	0.0%

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55100 Sewer Overhead

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
3845 Transfer to Water	359,600	371,000	3.2%	0	0	0	371,000	3.2%
3857 Cont'n to Revenue Fund	2,193,200	2,248,500	2.5%	0	0	0	2,248,500	2.5%
3926 Cont'n To Wastewtr-Cap Exp RF	3,265,900	3,041,100	(6.9%)	0	0	0	3,041,100	(6.9%)
3988 Contr to Wastewtr Rate Stab RF	60,000	80,000	33.3%	0	0	0	80,000	33.3%
Total Expenses	6,892,700	6,773,200	(1.7%)	57,600	0	0	6,830,800	(0.9%)
REVENUE								
7921 Sewer Billing	(25,125,400)	(27,025,900)	7.6%	0	0	0	(27,025,900)	7.6%
7922 Sewer Billing Fixed Charges	(3,754,400)	(4,038,300)	7.6%	0	0	0	(4,038,300)	7.6%
Total Revenue	(28,879,800)	(31,064,200)	7.6%	0	0	0	(31,064,200)	7.6%
Net Expenditures	(21,987,100)	(24,291,000)	10.5%	57,600	0	0	(24,233,400)	10.2%

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55200 Sewer Maintenance

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	20.74	20.74		1.00	0.00	0.00	21.74	
Total FTE's	20.74	20.74		1.00	0.00	0.00	21.74	
EXPENSES								
2325 Communications	25,000	25,800	3.2%	0	0	0	25,800	3.2%
2604 Minor Capital	2,000	2,000	0.0%	0	0	0	2,000	0.0%
2606 Equipment Usage - City Owned	24,100	24,100	0.0%	0	0	0	24,100	0.0%
2785 Job Costing			2.6%					5.2%
5700 Manhole Installation	0	0	0.0%	0	0	0	0	0.0%
5701 Manhole Repair/Replace	376,600	386,000	2.5%	0	0	0	386,000	2.5%
5702 Mainline Repair/Replace	82,500	85,400	3.5%	22,600	0	0	108,000	30.9%
5703 Mainline Cleaning-Power Jetting	280,400	288,200	2.8%	0	0	0	288,200	2.8%
5704 Mainline Inspection	0	0	0.0%	0	0	0	0	0.0%
5705 Mainline Blockage	14,500	14,900	2.8%	0	0	0	14,900	2.8%
5706 Preventative Mtce. Inspection	308,200	316,000	2.5%	0	0	0	316,000	2.5%
5707 Lateral Repair/Replace	809,200	829,400	2.5%	36,100	0	0	865,500	7.0%
5708 Lateral Blockage	177,100	181,500	2.5%	0	0	0	181,500	2.5%
5709 Locates	66,100	68,900	4.2%	0	0	0	68,900	4.2%
5711 Pumping Station Mtce.	855,000	876,400	2.5%	22,600	0	0	899,000	5.1%
5712 Preventative Mtce.	276,900	283,800	2.5%	0	0	0	283,800	2.5%
3260 Small Tools & Supplies	22,400	22,400	0.0%	0	0	0	22,400	0.0%
Op. Impact 15S006 SE Galt 2102 Infra Upsize Wesley Blvd, Faith St. Dundas	0	0	0.0%	0	2,000	0	2,000	0.0%
Op. Impact 15X007 SE Galt 3240 Branchton Rd Wm & Sanitary Ext (South Meyers)	0	0	0.0%	0	2,500	0	2,500	0.0%
Total 2785 Job Costing	3,268,900	3,352,900	2.6%	81,300	4,500	0	3,438,700	5.2%

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55200 Sewer Maintenance

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
3050 Property Taxes	38,400	39,600	3.1%	0	0	0	39,600	3.1%
3330 Union Gas	3,000	3,100	3.3%	0	0	0	3,100	3.3%
3331 Electricity	128,100	136,400	6.5%	0	0	0	136,400	6.5%
3332 Water/Sewer Charges	13,500	14,400	6.7%	0	0	0	14,400	6.7%
5712 Sewer Treatment (Regional)	18,396,900	20,462,400	11.2%	0	0	0	20,462,400	11.2%
5713 Sewer Surcharge Rebates	100,000	100,000	0.0%	0	0	0	100,000	0.0%
Total Expenses	21,999,900	24,160,700	9.8%	81,300	4,500	0	24,246,500	10.2%
REVENUE								
7605 Mtce Pumping Station Riverside	(12,800)	(13,100)	2.3%	0	0	0	(13,100)	2.3%
Total Revenue	(12,800)	(13,100)	2.3%	0	0	0	(13,100)	2.3%
Net Expenditures	21,987,100	24,147,600	9.8%	81,300	4,500	0	24,233,400	10.2%

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55910 Sewer Private Works

	2016 Total Budget	2017 Base Budget	% Over (Under) 2016	2017 Growth	2017 Op Imp Fm Capital	2017 One Time	2017 Total Budget	% Over (Under) 2016
FTE's								
FTE Full Time	1.57	1.57		0.00	0.00	0.00	1.57	
Total FTE's	1.57	1.57		0.00	0.00	0.00	1.57	
EXPENSES								
5990 Private Work Order Expenses	187,600	192,300	2.5%	0	0	0	192,300	2.5%
Total Expenses	187,600	192,300	2.5%	0	0	0	192,300	2.5%
REVENUE								
8990 Private Work Order Revenue	(187,600)	(192,300)	2.5%	0	0	0	(192,300)	2.5%
Total Revenue	(187,600)	(192,300)	2.5%	0	0	0	(192,300)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%

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2018 OPERATING BUDGET

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45100 Water Overhead

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	4.07	4.07		0.00	0.00	0.00	4.07	
FTE Full Time Recovered	14.50	14.50		0.00	0.00	0.00	14.50	
FTE Part Time Recovered	0.96	0.96		0.00	0.00	0.00	0.96	
Total FTE's	19.53	19.53		0.00	0.00	0.00	19.53	
EXPENSES								
2001 Salaries/Wages Full Time	393,100	401,200	2.1%	0	0	0	401,200	2.1%
2031 Overtime	23,700	23,700	0.0%	0	0	0	23,700	0.0%
2032 Managers / Standby	21,300	21,300	0.0%	0	0	0	21,300	0.0%
2041 Benefits	102,200	103,900	1.7%	0	0	0	103,900	1.7%
2045 Clothing	15,800	15,800	0.0%	1,500	0	0	17,300	9.5%
2046 Meal Allowance	7,900	7,900	0.0%	0	0	0	7,900	0.0%
2120 Advertising	0	0	0.0%	0	0	0	0	0.0%
2122 Advertising - Promotion	12,400	12,400	0.0%	0	0	0	12,400	0.0%
2290 Mileage	1,800	1,800	0.0%	0	0	0	1,800	0.0%
2603 Equipment - New	0	0	0.0%	0	0	0	0	0.0%
2606 Equipment Usage - City Owned	43,100	43,100	0.0%	0	0	0	43,100	0.0%
2780 Insurance	26,300	26,800	1.9%	0	0	0	26,800	1.9%
2785 Job Costing			0.3%					4.2%
20631 Water Standby	26,100	26,500	1.5%	0	0	0	26,500	1.5%
29800002 On The Job Training	102,000	102,000	0.0%	5,000	0	0	107,000	4.9%
29800004 On The Job Training Eng. Service	0	0	0.0%	0	0	0	0	0.0%
32600002 Small Tools & Supplies	0	0	0.0%	0	0	0	0	0.0%
Total 2785 Job Costing	128,100	128,500	0.3%	5,000	0	0	133,500	4.2%
2791 Lease Agreement - Railway	500	500	0.0%	0	0	0	500	0.0%
2972 Office Stationery/Supplies/Equ	400	400	0.0%	0	0	0	400	0.0%

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45100 Water Overhead

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
3067 Purchase of Water	16,674,400	17,218,300	3.3%	0	0	0	17,218,300	3.3%
3290 Training & Development	28,200	28,200	0.0%	0	0	0	28,200	0.0%
3725 Debt Charges	514,000	514,000	0.0%	0	0	0	514,000	0.0%
3730 Debt Charges - Interest	66,300	55,900	(15.7%)	0	0	0	55,900	(15.7%)
3770 Prov. For Loss on Private Work	5,000	5,000	0.0%	0	0	0	5,000	0.0%
3780 Debt Charges- Principal	419,100	429,500	2.5%	0	0	0	429,500	2.5%
3857 Cont'n to Revenue Fund	2,514,400	2,589,300	3.0%	0	0	0	2,589,300	3.0%
3928 Cont'n To Water Sys Cap. R.F.	4,607,300	5,716,700	24.1%	0	0	0	5,716,700	24.1%
3987 Contr to Water Rate Stab RF	100,000	100,000	0.0%	0	0	0	100,000	0.0%
3989 Contr to Water Meter Replac RF	566,800	581,000	2.5%	0	0	0	581,000	2.5%
Total Expenses	26,272,100	28,025,200	6.7%	6,500	0	0	28,031,700	6.7%
REVENUE								
7350 Fire Protection Revenue	(314,100)	(322,500)	2.7%	0	0	0	(322,500)	2.7%
7970 Surplus From Previous Year	0	0	0.0%	0	0	0	0	0.0%
8159 Cont'n Fm Debt Retirement	(31,500)	(31,500)	0.0%	0	0	0	(31,500)	0.0%
8631 Water Billing	(27,113,900)	(28,659,100)	5.7%	0	0	0	(28,659,100)	5.7%
8633 Water Billing Fixed Charges	(5,554,700)	(5,872,300)	5.7%	0	0	0	(5,872,300)	5.7%
8634 Infrastructure Renewal Charge	(454,000)	(454,000)	0.0%	0	0	0	(454,000)	0.0%
Total Revenue	(33,468,200)	(35,339,400)	5.6%	0	0	0	(35,339,400)	5.6%
Net Expenditures	(7,196,100)	(7,314,200)	1.6%	6,500	0	0	(7,307,700)	1.6%

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45200 Water Maintenance

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	27.40	27.40		3.00	0.00	0.00	30.40	
FTE Part Time	4.05	4.05		0.00	0.00	0.00	4.05	
Total FTE's	31.45	31.45		3.00	0.00	0.00	34.45	
EXPENSES								
2295 Leased Vehicles/Mileage/Fuel	7,200	7,200	0.0%	0	0	0	7,200	0.0%
2396 Water Meter Replace Contract	307,000	321,000	4.6%	0	0	0	321,000	4.6%
2606 Equipment Usage - City Owned	3,100	3,100	0.0%	0	0	0	3,100	0.0%
2785 Job Costing			(2.8%)					1.4%
5501 Watermain Repair/Replace	991,800	1,015,500	2.4%	68,600	0	0	1,084,100	9.3%
5502 Service Connection Repair/Replace	4,058,100	4,133,200	1.9%	0	0	0	4,133,200	1.9%
5505 Watermain Flushing	48,800	50,000	2.5%	0	0	0	50,000	2.5%
5506 Watermain Swabbing	283,100	290,200	2.5%	0	0	0	290,200	2.5%
5507 Water Meter Installation	0	0	0.0%	0	0	0	0	0.0%
5509 Reading Water Meters	0	0	0.0%	0	0	0	0	0.0%
5511 Hydrant Repair/Replace	528,600	528,600	0.0%	68,600	0	0	597,200	13.0%
5512 Hydrant Painting	14,100	14,100	0.0%	0	0	0	14,100	0.0%
5513 Hydrant Checking & Greasing	163,100	163,100	0.0%	0	0	0	163,100	0.0%
5514 Water Samples	163,500	163,500	0.0%	0	0	0	163,500	0.0%
5515 Locates	369,800	369,800	0.0%	68,600	0	0	438,400	18.6%
5517 Dead End Flushing	88,000	88,000	0.0%	0	0	0	88,000	0.0%
5518 Water Meter Management	58,200	(240,900)	(513.9%)	0	0	0	(240,900)	(513.9%)
5510 Hydrant Installation	6,500	6,500	0.0%	0	0	0	6,500	0.0%
Op. Impact 15S006 SE Galt 2102 Infra Upsize Wesley Blvd, Faith St. Dundas	4,000	4,000	0.0%	0	0	0	4,000	0.0%

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45200 Water Maintenance

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
Op. Impact 15X007 SE Galt 3240 Branchton Rd Wm & Sanitary Ext (South Meyers)	8,500	8,500	0.0%	0	0	0	8,500	0.0%
Op. Impact 18F024 New Equip. - Combination Machine (D&I)	0	0	0.0%	0	83,200	0	83,200	0.0%
Total 2785 Job Costing	6,786,100	6,594,100	(2.8%)	205,800	83,200	0	6,883,100	1.4%
3260 Small Tools and Supplies	25,400	25,400	0.0%	3,000	0	0	28,400	11.8%
3331 Electricity	3,400	3,600	5.9%	0	0	0	3,600	5.9%
Total Expenses	7,132,200	6,954,400	(2.5%)	208,800	83,200	0	7,246,400	1.6%
REVENUE								
8632 Cont frm Water Meter Replac RF	(307,000)	(321,000)	4.6%	0	0	0	(321,000)	4.6%
Total Revenue	(307,000)	(321,000)	4.6%	0	0	0	(321,000)	4.6%
Net Expenditures	6,825,200	6,633,400	(2.8%)	208,800	83,200	0	6,925,400	1.5%

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45300 Water Billing

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time Recovered	2.50	2.50		0.00	0.00	0.00	2.50	
FTE Part Time Recovered	3.43	3.43		0.00	0.00	0.00	3.43	
Total FTE's	5.93	5.93		0.00	0.00	0.00	5.93	
EXPENSES								
2823 Licences - Software Agreement	14,500	14,500	0.0%	0	0	0	14,500	0.0%
3712 Billing & Collection	349,800	366,500	4.8%	0	0	0	366,500	4.8%
3790 Meter Readings	194,400	194,400	0.0%	0	0	0	194,400	0.0%
3800 Write Offs	100,000	100,000	0.0%	0	0	0	100,000	0.0%
3857 Cont'n to Revenue Fund	412,700	418,900	1.5%	0	0	0	418,900	1.5%
Total Expenses	1,071,400	1,094,300	2.1%	0	0	0	1,094,300	2.1%
REVENUE								
7011 Interest on Overdue Accounts	(175,000)	(175,000)	0.0%	0	0	0	(175,000)	0.0%
7980 Water Certificates	(12,000)	(12,000)	0.0%	0	0	0	(12,000)	0.0%
7981 Final Reads	(75,000)	(75,000)	0.0%	0	0	0	(75,000)	0.0%
7982 Setup New Account	(67,500)	(67,500)	0.0%	0	0	0	(67,500)	0.0%
7984 Shut-off Fee	0	0	0.0%	0	0	0	0	0.0%
7986 Tenanted Properties User Fee	0	0	0.0%	0	0	0	0	0.0%
8352 Transfer From Sewer	(371,000)	(382,500)	3.1%	0	0	0	(382,500)	3.1%
Total Revenue	(700,500)	(712,000)	1.6%	0	0	0	(712,000)	1.6%
Net Expenditures	370,900	382,300	3.1%	0	0	0	382,300	3.1%

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45910 Water Private Works

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	1.18	1.18		0.00	0.00	0.00	1.18	
FTE Part Time	0.48	0.48		0.00	0.00	0.00	0.48	
Total FTE's	1.66	1.66		0.00	0.00	0.00	1.66	
EXPENSES								
5990 Private Work Order Expenses	174,700	179,100	2.5%	0	0	0	179,100	2.5%
Total Expenses	174,700	179,100	2.5%	0	0	0	179,100	2.5%
REVENUE								
8990 Private Work Order Revenue	(174,700)	(179,100)	2.5%	0	0	0	(179,100)	2.5%
Total Revenue	(174,700)	(179,100)	2.5%	0	0	0	(179,100)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%

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45912 Regional Work

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	1.49	1.49		0.00	0.00	0.00	1.49	
Total FTE's	1.49	1.49		0.00	0.00	0.00	1.49	
EXPENSES								
5991 Regional Work Order Expenses	197,500	202,400	2.5%	0	0	0	202,400	2.5%
Total Expenses	197,500	202,400	2.5%	0	0	0	202,400	2.5%
REVENUE								
8991 Regional Work Order Revenue	(197,500)	(202,400)	2.5%	0	0	0	(202,400)	2.5%
Total Revenue	(197,500)	(202,400)	2.5%	0	0	0	(202,400)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%

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55100 Sewer Overhead

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	6.55	6.55		0.00	0.00	0.00	6.55	
FTE Full Time Recovered	12.49	12.49		0.00	0.00	0.00	12.49	
FTE Part Time Recovered	0.47	0.47		0.00	0.00	0.00	0.47	
Total FTE's	19.51	19.51		0.00	0.00	0.00	19.51	
EXPENSES								
2001 Salaries/Wages Full Time	520,000	537,600	3.4%	0	0	0	537,600	3.4%
2031 Overtime	14,500	14,500	0.0%	0	0	0	14,500	0.0%
2032 Managers / Standby	20,100	20,100	0.0%	0	0	0	20,100	0.0%
2041 Benefits	142,300	146,100	2.7%	0	0	0	146,100	2.7%
2045 Clothing	18,500	18,500	0.0%	1,000	0	0	19,500	5.4%
2046 Meal Allowance	4,400	4,400	0.0%	0	0	0	4,400	0.0%
2122 Advertising - Promotion	20,000	20,000	0.0%	0	0	0	20,000	0.0%
2290 Mileage	1,000	1,000	0.0%	0	0	0	1,000	0.0%
2606 Equipment Usage - City Owned	29,500	29,500	0.0%	0	0	0	29,500	0.0%
2780 Insurance	26,300	26,800	1.9%	0	0	0	26,800	1.9%
2785 Job Costing			0.3%					2.0%
20632 Sewer Standby	49,000	49,800	1.6%	0	0	0	49,800	1.6%
29800003 On The Job Training	185,900	185,900	0.0%	4,000	0	0	189,900	2.2%
29800005 On The Job Training Eng. Service	0	0	0.0%	0	0	0	0	0.0%
32600003 Small Tools & Supplies	0	0	0.0%	0	0	0	0	0.0%
Total 2785 Job Costing	234,900	235,700	0.3%	4,000	0	0	239,700	2.0%
2791 Lease Agreement - Railway	19,700	19,700	0.0%	0	0	0	19,700	0.0%
2972 Office Stationery/Supplies/Equ	300	300	0.0%	0	0	0	300	0.0%
3290 Training & Development	33,700	33,700	0.0%	0	0	0	33,700	0.0%
3770 Prov. For Loss on Private Work	5,000	5,000	0.0%	0	0	0	5,000	0.0%

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55100 Sewer Overhead

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
3845 Transfer to Water	371,000	382,500	3.1%	0	0	0	382,500	3.1%
3857 Cont'n to Revenue Fund	2,248,500	2,294,000	2.0%	0	0	0	2,294,000	2.0%
3926 Cont'n To Wastewtr-Cap Exp RF	3,041,100	3,019,200	(0.7%)	0	0	0	3,019,200	(0.7%)
3988 Contr to Wastewtr Rate Stab RF	80,000	100,000	25.0%	0	0	0	100,000	25.0%
Total Expenses	6,830,800	6,908,600	1.1%	5,000	0	0	6,913,600	1.2%
REVENUE								
7921 Sewer Billing	(27,025,900)	(28,921,100)	7.0%	0	0	0	(28,921,100)	7.0%
7922 Sewer Billing Fixed Charges	(4,038,300)	(4,321,500)	7.0%	0	0	0	(4,321,500)	7.0%
Total Revenue	(31,064,200)	(33,242,600)	7.0%	0	0	0	(33,242,600)	7.0%
Net Expenditures	(24,233,400)	(26,334,000)	8.7%	5,000	0	0	(26,329,000)	8.6%

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55200 Sewer Maintenance

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	21.74	21.74		2.00	0.00	0.00	23.74	
Total FTE's	21.74	21.74		2.00	0.00	0.00	23.74	
EXPENSES								
2325 Communications	25,800	52,300	102.7%	0	0	0	52,300	102.7%
2604 Minor Capital	2,000	2,000	0.0%	0	0	0	2,000	0.0%
2606 Equipment Usage - City Owned	24,100	24,100	0.0%	0	0	0	24,100	0.0%
2785 Job Costing			2.6%					7.0%
5700 Manhole Installation	0	0	0.0%	0	0	0	0	0.0%
5701 Manhole Repair/Replace	386,000	396,900	2.8%	0	0	0	396,900	2.8%
5702 Mainline Repair/Replace	108,000	110,900	2.7%	0	0	0	110,900	2.7%
5703 Mainline Cleaning-Power Jetting	288,200	296,200	2.8%	0	0	0	296,200	2.8%
5704 Mainline Inspection	0	0	0.0%	0	0	0	0	0.0%
5705 Mainline Blockage	14,900	15,300	2.7%	44,100	0	0	59,400	298.7%
5706 Preventative Mtce. Inspection	316,000	323,900	2.5%	0	0	0	323,900	2.5%
5707 Lateral Repair/Replace	865,500	886,600	2.4%	44,100	0	0	930,700	7.5%
5708 Lateral Blockage	181,500	186,100	2.5%	0	0	0	186,100	2.5%
5709 Locates	68,900	71,800	4.2%	0	0	0	71,800	4.2%
5711 Pumping Station Mtce.	899,000	920,900	2.4%	44,100	0	0	965,000	7.3%
5712 Preventative Mtce.	283,800	290,900	2.5%	0	0	0	290,900	2.5%
3260 Small Tools & Supplies	22,400	22,400	0.0%	3,000	0	0	25,400	13.4%
Op. Impact 15S006 SE Galt 2102 Infra Upsize Wesley Blvd, Faith St. Dundas	2,000	2,000	0.0%	0	0	0	2,000	0.0%
Op. Impact 15X007 SE Galt 3240 Branchton Rd Wm & Sanitary Ext (South Meyers)	2,500	2,500	0.0%	0	0	0	2,500	0.0%
Op. Impact 18F026 New Equip. - Service Van (D&I)	0	0	0.0%	0	18,300	0	18,300	0.0%

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2018 OPERATING BUDGET

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55200 Sewer Maintenance

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
Total 2785 Job Costing	3,438,700	3,526,400	2.6%	135,300	18,300	0	3,680,000	7.0%
3050 Property Taxes	39,600	40,800	3.0%	0	0	0	40,800	3.0%
3330 Union Gas	3,100	3,200	3.2%	0	0	0	3,200	3.2%
3331 Electricity	136,400	145,300	6.5%	0	0	0	145,300	6.5%
3332 Water/Sewer Charges	14,400	15,400	6.9%	0	0	0	15,400	6.9%
5712 Sewer Treatment (Regional)	20,462,400	22,279,400	8.9%	0	0	0	22,279,400	8.9%
5713 Sewer Surcharge Rebates	100,000	100,000	0.0%	0	0	0	100,000	0.0%
Total Expenses	24,246,500	26,188,900	8.0%	135,300	18,300	0	26,342,500	8.6%
REVENUE								
7605 Mtce Pumping Station Riverside	(13,100)	(13,500)	3.1%	0	0	0	(13,500)	3.1%
Total Revenue	(13,100)	(13,500)	3.1%	0	0	0	(13,500)	3.1%
Net Expenditures	24,233,400	26,175,400	8.0%	135,300	18,300	0	26,329,000	8.6%

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2018 OPERATING BUDGET**

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55910 Sewer Private Works

	2017 Total Budget	2018 Base Budget	% Over (Under) 2017	2018 Growth	2018 Op Imp Fm Capital	2018 One Time	2018 Total Budget	% Over (Under) 2017
FTE's								
FTE Full Time	1.57	1.57		0.00	0.00	0.00	1.57	
Total FTE's	1.57	1.57		0.00	0.00	0.00	1.57	
EXPENSES								
5990 Private Work Order Expenses	192,300	197,100	2.5%	0	0	0	197,100	2.5%
Total Expenses	192,300	197,100	2.5%	0	0	0	197,100	2.5%
REVENUE								
8990 Private Work Order Revenue	(192,300)	(197,100)	2.5%	0	0	0	(197,100)	2.5%
Total Revenue	(192,300)	(197,100)	2.5%	0	0	0	(197,100)	2.5%
Net Expenditures	0	0	0.0%	0	0	0	0	0.0%