

**CITY OF CAMBRIDGE
BUILDING FEES
2018 ANNUAL REPORT
EXPENDITURE DETAILS
AS AT DECEMBER 31, 2018**

Description	2018 Budget	2018 Actual	Basis
Direct Costs			
Building Division Salary & Benefits	1,268,000	1,367,038	Based on Separate Salary Sheet
Building Division Other Costs	40,000	33,200	Done on Employee # s
Planning Operations Salary & Benefits	33,400	33,580	Based on Separate Salary Sheet
Planning Operations Other Costs	1,500	2,600	Done on Employee # s
Administration Planning Salary & Benefits	55,000	63,016	Based on Separate Salary Sheet
Administration Planning Other Costs	6,600	6,400	Done on Employee # s
Other Direct Costs			
City Premises	50,600	50,600	Based on 2,709 square feet
Computer Application Cost - AMANDA	5,800	5,800	Purchase cost amortized over 5 years. Based on 40 users with 12.7 in Building
Computer Application Annual Support Cost - AMANDA	12,500	12,500	Based on Cost. Based on 40 users with 12.7 in Building
Computer Application Annual Maintenance Cost - AMANDA	3,300	3,300	Based on Cost. Based on 40 users with 12.7 in Building
Upgrades Every Three Years to AMANDA	1,700	1,700	Based on 1/3 per year
PC cost with replacement every three years	7,900	7,900	Based on 1/3 per year. Based on 12.7 users in Building
Total Direct Costs	<u>1,486,300</u>	<u>1,587,633</u>	
Indirect Costs			
Mayor & Council	19,100	19,600	Allocated Based on FTE
CAO	11,100	10,000	Allocated Based on FTE
Corporate Communications	14,000	13,700	Allocated Based on FTE
Admin City Clerk	26,800	25,400	Allocated Based on FTE
Admin Property	38,600	39,600	Allocated Based on Square Feet
City Hall	66,100	60,100	Allocated Based on Square Feet
Admin Corporate Services	9,500	9,300	Allocated Based on FTE
Accounting & Finance	31,100	28,400	Allocated Based on FTE
Purchasing	7,000	6,600	Allocated Based on FTE
Technology Services	217,800	201,500	Based on Total PC
Human Resources	48,900	49,700	Allocated Based on FTE
Insurance Costs	228,480	228,480	Based on own policy
Total Indirect Costs	<u>718,480</u>	<u>692,380</u>	
Total Costs	<u>2,204,780</u>	<u>2,280,013</u>	

**CITY OF CAMBRIDGE
2018 ANNUAL REPORT
FEES AND RESERVE FUND DETAILS
AS AT DECEMBER 31, 2018**

Description	2018 Budget	2018 Actual
Fees Collected		
Building Permit Fees collected for 2018	2,200,000	3,274,728
Permit Deposits - Over 3 Years (GL 401015)		143,897
Contribution From Building Permit Rate Stabilization Reserve Fund	0	0
Building Permit Fees collected for 2018	<u>2,200,000</u>	<u>3,418,625</u>
Construction Permits Rate Stabilization Reserve Fund		
Opening Balance January 1, 2018		(1,531,013)
Interest Revenue 2018		(30,773)
Contribution to Reserve - Year End Adjustment		(1,138,612)
Ending Balance December 31, 2018		<u>(2,700,397)</u>