

## Appendix "A"

**CITY OF CAMBRIDGE  
BUILDING FEES  
PROJECTED BALANCE AT YEAR END 2020**

Description	2020 Budget	2020 Actual	Basis
<b>Direct Costs</b>			
Building Division Salary & Benefits	1,783,900	1,690,007	Based on Separate Salary Sheet
Building Division Other Costs	260,500	184,727	Done on Employee # s
Planning Operations Salary & Benefits	35,700	37,297	Based on Separate Salary Sheet
Planning Operations Other Costs	500	100	Done on Employee # s
Administration Planning Salary & Benefits	17,700	15,009	Based on Separate Salary Sheet
Administration Planning Other Costs	2,500	900	Done on Employee # s
<b>Other Direct Costs</b>			
City Premises	52,600	52,600	Based on 2,709 square feet
Computer Application Cost - AMANDA	6,000	6,000	Purchase cost amortized over 5 years. Based on 40 users with 12.7 in Building
Computer Application Annual Support Cost - AMANDA	13,100	13,100	Based on Cost. Based on 40 users with 12.7 in Building
Computer Application Annual Maintenance Cost - AMANDA	3,500	3,500	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	8,300	8,300	Based on 1/3 per year. Based on 12.7 users in Building
<b>Total Direct Costs</b>	<b><u>2,186,000</u></b>	<b><u>2,013,239</u></b>	
<b>Indirect Costs</b>			
Mayor & Council	22,200	22,200	Allocated Based on FTE
CAO	10,200	10,200	Allocated Based on FTE
Corporate Communications	17,400	17,400	Allocated Based on FTE
Admin City Clerk	20,700	20,700	Allocated Based on FTE
Admin Property	34,600	34,600	Allocated Based on Square Feet
City Hall	74,200	74,200	Allocated Based on Square Feet
Admin Corporate Services	10,200	10,200	Allocated Based on FTE
Admin Corporate Enterprise	7,200	7,200	Allocated Based on FTE
Accounting & Finance	34,700	34,700	Allocated Based on FTE
Purchasing	7,000	7,000	Allocated Based on FTE
Technology Services	132,400	132,400	Allocated Based on FTE
Human Resources	53,500	53,500	Allocated Based on FTE
Insurance Costs	228,480	228,480	Based on own policy
<b>Total Indirect Costs</b>	<b><u>652,780</u></b>	<b><u>652,780</u></b>	
<b>Total Costs</b>	<b><u>2,838,780</u></b>	<b><u>2,666,019</u></b>	

**CITY OF CAMBRIDGE  
2020 ANNUAL REPORT  
FEES AND RESERVE FUND DETAILS  
AS AT DECEMBER 31, 2020**

Description	2020 Budget	2020 Actual
<b>Fees Collected</b>		
Building Permit Fees collected for 2020	2,810,400	2,308,685
Permit Deposits - Over 3 Years (GL 401015 & 401022)		0
Contribution From Building Permit Rate Stabilization Reserve Fund	0	0
Building Permit Fees collected for 2019	<b><u>2,810,400</u></b>	<b><u>2,308,685</u></b>
<b>Construction Permits Rate Stabilization Reserve Fund</b>		
Opening Balance January 1, 2020		(3,387,208)
Interest Revenue 2019 - YTD Nov 2019		(65,705)
Contribution to Capital - Vehicle Purchase		(32,034)
Contribution From/(to) Reserve - Year End Adjustment		357,334
Projected Ending Balance December 31, 2020		<b><u>(3,127,613)</u></b>