



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Finance Committee Members

Date May 11, 1983

From Paul E. Healy, City Clerk *PEH*

Reference

Subject Budget for Fiscal Year 1983-1984

FUTURE REQUIREMENTS FOR THE OFFICE IN ORDER OF IMPORTANCE

1. Revision and update of the text of the Zoning Ordinances -
final draft from Community Development received -
100 copies printed - 50 with binders and 50
without binders.

Estimated cost of new books for next
fiscal year \$3,000 to \$4,000
2. Recodification of the General Ordinances of 1972
Estimated cost of new books unknown at this time
3. Binding of Council Records 1976-1983
Estimated costs of 8 books \$100 to \$150 per book
4. Binding of Vital Statistics
Estimated costs \$3,000 to \$4,000
5. Office Equipment files
Estimated costs \$1,000 to \$1,500
6. Storage space required to make records readily accessible.
While this is the last item it should be addressed as soon
as possible.

An Inventory of and reassignment of the available space in the
City Hall Basement should accomplish this result.



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Finance Committee Members

Date May 11, 1983

From Paul E. Healy, City Clerk *P.E.H.*

Reference

Subject Budget for Fiscal Year 1983-1984

FUTURE REQUIREMENTS FOR THE OFFICE IN ORDER OF IMPORTANCE

1. Revision and update of the text of the Zoning Ordinances -
final draft from Community Development received -
100 copies printed - 50 with binders and 50
without binders.

Estimated cost of new books for next
fiscal year \$3,000 to \$4,000
2. Recodification of the General Ordinances of 1972
Estimated cost of new books unknown at this time
3. Binding of Council Records 1976-1983
Estimated costs of 8 books \$100 to \$150 per book
4. Binding of Vital Statistics
Estimated costs \$3,000 to \$4,000
5. Office Equipment files
Estimated costs \$1,000 to \$1,500
6. Storage space required to make records readily accessible.
While this is the last item it should be addressed as soon
as possible.

An Inventory of and reassignment of the available space in the
City Hall Basement should accomplish this result.

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

**City Council
Mayor
City Clerk
Election Commission
City Manager
Law Department
Finance (Budget, Personnel, Assessing, Auditing,
Purchasing, Treasury, Data Processing)
Employee Benefits
General Services
Reserve Fund
Weights & Measures
Civil Defense
Building Department
Electrical Department**

Saturday May 14, 1983 at 8:30 A.M.

**Public Works
Water
Traffic & Parking
Health & Hospital**

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

**City Council
Mayor
City Clerk
Election Commission
City Manager
Law Department
Finance (Budget, Personnel, Assessing, Auditing,
Purchasing, Treasury, Data Processing)
Employee Benefits
General Services
Reserve Fund
Weights & Measures
Civil Defense
Building Department
Electrical Department**

Saturday May 14, 1983 at 8:30 A.M.

**Public Works
Water
Traffic & Parking
Health & Hospital**

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

City Council 1V-5
Mayor - 1V-3
City Clerk 1V-6
Election Commission - 1V-24
City Manager 1V-4
Law Department 1V-7
Finance (Budget, Personnel, Assessing, Auditing, 1V-8 thru 1V-18
Purchasing, Treasury, Data Processing)
Employee Benefits - 1V-19 thru 1V-22
General Services 1V-23
Reserve Fund 1V-28
Weights & Measures 1V-53
Civil Defense 1V-55
Building Department 1V-51
Electrical Department 1V-54

Saturday May 14, 1983 at 8:30 A.M.

Public Works
Water
Traffic & Parking
Health & Hospital

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Finance Committee Members

Date May 11, 1983

From Paul E. Healy, City Clerk

Reference

Subject Budget for Fiscal Year 1983-1984

FUTURE REQUIREMENTS FOR THE OFFICE IN ORDER OF IMPORTANCE

1. Revision and update of the text of the Zoning Ordinances -
final draft from Community Development received -
100 copies printed - 50 with binders and 50
without binders.

Estimated cost of new books for next
fiscal year \$3,000 to \$4,000
2. Recodification of the General Ordinances of 1972
Estimated cost of new books unknown at this time
3. Binding of Council Records 1976-1983
Estimated costs of 8 books \$100 to \$150 per book
4. Binding of Vital Statistics
Estimated costs \$3,000 to \$4,000
5. Office Equipment files
Estimated costs \$1,000 to \$1,500
6. Storage space required to make records readily accessible.
While this is the last item it should be addressed as soon
as possible.

An Inventory of and reassignment of the available space in the
City Hall Basement should accomplish this result.

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

City Council 1V-5
Mayor - 1V-3
City Clerk 1V-6
Election Commission - 1V-24
City Manager 1V-4
Law Department 1V-7
Finance (Budget, Personnel, Assessing, Auditing, 1V-8 thru 1V-18
Purchasing, Treasury, Data Processing)
Employee Benefits - 1V-19 thru 1V-22
General Services 1V-23
Reserve Fund 1V-28
Weights & Measures 1V-53
Civil Defense 1V-55
Building Department 1V-51
Electrical Department 1V-54

Saturday May 14, 1983 at 8:30 A.M.

Public Works
Water
Traffic & Parking
Health & Hospital

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN

- City Clerk Copy -

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

- ✓ City Council 1V-5
- ✓ Mayor - 1V-3
- ✓ City Clerk 1V-6
- ✓ Election Commission - 1V-24
- ✓ City Manager 1V-4
- ✓ Law Department 1V-7
- ✓ Finance (Budget, Personnel, Assessing, Auditing, Purchasing, Treasury, Data Processing) 1V-8 thru 1V-18
- ✓ Employee Benefits - 1V-19 thru 1V-22
- ✓ General Services 1V-23
- ✓ Reserve Fund 1V-28
- ✓ Weights & Measures 1V-53
- ✓ Civil Defense 1V-55
- ✓ Building Department 1V-51
- Electrical Department 1V-54

Saturday May 14, 1983 at 8:30 A.M.

Public Works
Water
Traffic & Parking
Health & Hospital

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN

**CAMBRIDGE CITY COUNCIL
COMMITTEE ON FINANCE
BUDGET HEARING SCHEDULE**

The Committee on Finance comprised of the entire membership of the City Council will conduct several public meetings on the City budget covering the fiscal period July 1, 1983 to June 30, 1984.

These meetings will be held in the City Council Chamber and will follow the schedule outlined below and will include recommendations from the City Manager concerning the capital budget as well as the operating budget.

All interested individuals are invited to attend and be heard. Copies of the budget may be reviewed at the main library and will be available on a one to each person basis at the Budget Office at City Hall after May 2, 1983.

Wednesday May 11, 1983 at 5:00 P.M.

City Council 1V-5
Mayor - 1V-3
City Clerk 1V-6
Election Commission - 1V-24
City Manager 1V-4
Law Department 1V-7
Finance (Budget, Personnel, Assessing, Auditing, 1V-8 thru 1V-18
Purchasing, Treasury, Data Processing)
Employee Benefits - 1V-19 thru 1V-22
General Services 1V-23
Reserve Fund 1V-28
Weights & Measures 1V-53
Civil Defense 1V-55
Building Department 1V-51
Electrical Department 1V-54

Saturday May 14, 1983 at 8:30 A.M.

Public Works
Water
Traffic & Parking
Health & Hospital

Wednesday, May 18, 1983 at 5:00 P.M.

Community Development
Public Investment
Debt Service
Conservation Commission
Animal Commission
Public Celebration
Nuclear Commission
Human Services

Saturday, May 21, 1983 at 8:30 A.M.

Rent Control
Fire
Police
School
Cable T.V.
Veterans'
Women's Commission
Library
License Commission
* Revenue Sharing

* GENERAL FUND FINANCING PLAN - REFERENCE PAGE III-1 IN THE BUDGET BOOK

General Fund Financing Plan and General Revenue Sharing Fund allocation in accordance with the Schedule below:

BUDGET SUMMARY

FUNCTION	TOTAL AMOUNT	REVENUE SHARING AMOUNT
General Government	\$ 24 564 670	\$ 87 230
Public Safety	22 444 345	1 122 070
Community Maintenance and Development	25 948 040	448 850
Human Resource Development	35 457 640	1 527 165
TOTAL	\$ 108 414 695	\$ 3 185 315

FOR THE COMMITTEE,

COUNCILLOR THOMAS W. DANEHY
CHAIRMAN

11



[The main body of the page contains extremely faint and illegible text, likely bleed-through from the reverse side of the paper. The text is scattered across the page and cannot be transcribed accurately.]