

#20 Calendar

City of Cambridge

MASSACHUSETTS

In City Council 12/31 198 2

	YEA	NAY	ABSENT	PRESENT
Mr. Daniel J. Clinton	✓			
Mr. Thomas W. Danehy	✓			
Mr. Francis H. Duehay	✓			
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan	✓			
Mr. Wylie	✓			
Mayor Vellucci	✓			

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BE IT FURTHER ORDERED: That the city appropriations and state assessments in the General Fund are to be financed by estimated revenues drawn from the following sources:

FUNCTION	DEPARTMENTS	TAXES	LICENSES & PERMITS	INTER GOVERN- MENTAL REVENUE	CHARGES FOR SERVICE	FINES & FORFEITS	MISCELLA- NEOUS REVENUE	GRAND TOTALS
GENERAL GOVERNMENT								
	election			43 000				43 000
	executive			60 000				60 000
	law			50 000				50 000
	finance			99 000				99 000
	employee benefits			2 245 813.64	800 000			3 045 813.64
	public celebrations			14 000				14 000
	TOTAL			2 511 813.64	800 000			3 311 813.64
PUBLIC SAFETY								
	fire			100 000				100 000
	police			230 000				230 000
	electrical			100 000				100 000
	TOTAL			430 000				430 000
COMMUNITY MAINTENANCE AND DEVELOPMENT								
	public works			425 000				425 000
	community development			16 000				16 000
	debt service			385 000				385 000
	TOTAL			826 000				826 000
HUMAN RESOURCE AND DEVELOPMENT								
	human services			30 500				30 500
	TOTAL			30 500				30 500
EDUCATION								
	school			90 000				90 000
	TOTAL			90 000				90 000
	GRAND TOTAL			3 888 313.64	800 000			4 688 313.64

In City Council December 13, 1982.
Adopted by a yea and nay vote:-
Yeas 9; Nays 0; Absent 0.
Attest:- Paul E. Healy, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in cursive script, reading "Paul E. Healy". The signature is written in dark ink on a light background. The first letter "P" is large and loops around the first few letters. The signature is positioned below the printed name "Paul E. Healy, City Clerk." from the previous block.

INTRODUCED BY CITY MANAGER ROBERT W. HEALY
 AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1982

ORDER: That the following sums, designated as appropriations, are hereby appropriated in the General Fund of the City of Cambridge:

FUNCTION	DEPARTMENT	SALARIES & WAGES	TRAINING & TRAVEL	OTHER ORDINARY MAINTENANCE	EXTRA ORDINARY MAINTENANCE	CITY APPRO- PRIATIONS
GENERAL GOVERNMENT						
	elections	19 681		23 319		43 000
	executive			60 000		60 000
	law			50 000		50 000
	finance			99 000		99 000
	employee benefits	3 045 813.64				3 045 813.64
	public celebrations			14 000		14 000
	TOTAL	3 065 494.64		246 319		3 311 813.64
PUBLIC SAFETY						
	fire			100 000		100 000
	police	165 000		15 000	50 000	230 000
	electrical			100 000		100 000
	TOTAL	165 000		215 000	50 000	430 000
COMMUNITY MAINTENANCE AND DEVELOPMENT						
	public works			275 000	150 000	425 000
	community development			16 000		16 000
	debt service			385 000		385 000
	TOTAL			676 000	150 000	826 000
HUMAN RESOURCE AND DEVELOPMENT						
	human services			30 500		30 500
	TOTAL			30 500		30 500
EDUCATION						
	school			90 000		90 000
	TOTAL			90 000		90 000
	GRAND TOTALS	3 230 494.64		1 257 819	200 000	4 688 313.64

In City Council December 13, 1982.

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CITY COUNCIL
CITY OF CAMBRIDGE
SUBMITTED DECEMBER 3, 1982

AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1982

ORDERED: That the following sums, designated as appropriations, are hereby appropriated to the Stabilization Fund:

FUNCTION	DEPARTMENT	SALARIES & WAGES	TRAINING & TRAVEL	OTHER ORDINARY MAINTENANCE	EXTRA ORDINARY MAINTENANCE	CITY APPRO- PRIATIONS
GENERAL GOVERNMENT	reserve			750 000		750 000

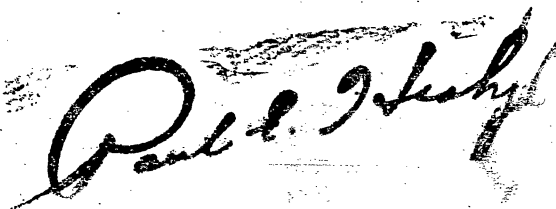
BE IT FURTHER ORDERED: That the city appropriations and state assessments in the Stabilization Fund are to be financed by the additional state aid.

FUNCTION	DEPARTMENT	TAXES	LICENSES & PERMITS	INTER- GOVERN- MENTAL REVENUE	CHARGES FOR SERVICE	FINES & FORFEITS	MISCELL- ANEOUS REVENUE	GRAND TOTALS
GENERAL GOVERNMENT	reserve			750 000				750 000

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CITY COUNCIL
CITY OF CAMBRIDGE
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GENERAL GOVERNMENT	reserve			750 000		750 000

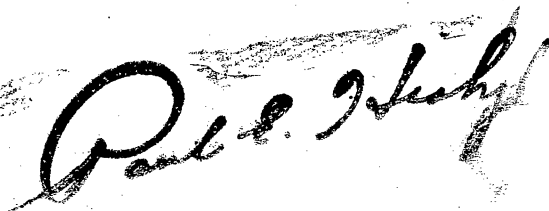
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To the Honorable, the City Council:

The attached appropriation request in the amounts of \$4 688 313.64 to the General Fund and \$750 000 to the Stabilization Fund represent my recommendations for the distribution of additional state aid available to the City in FY83 and parking fund surplus reserved for salary adjustments. The revenue sources supporting these recommended appropriations are as follows; parking fund \$800 000 and additional state aid of \$4 638 313.64.

As you are aware, due to State Law the City Council was forced to adopt the FY83 budget before the final cherry sheet figures were available. In the City Manager's submitted budget only \$4 491 620 in additional state aid was assumed. The actual gain was \$10 366 154.12 leaving 5 874 534.12 available for appropriation. This amount was further reduced by \$1 236 220.48. The summary of these reductions are as followed:

1. Interest earnings \$300 000

In december 1981 when the FY83 budget was prepared, projections on interest earnings were based on the assumption that interest rates would remain relatively stable. However, the financial market began a downward trend in early summer 1982 which has continued into recent weeks. Thus, lower rates have resulted in lower projected interest earnings, necessitating a reduction in the estimate used in the FY83 budget.

2. Revenue Source for Rent Control \$300 000

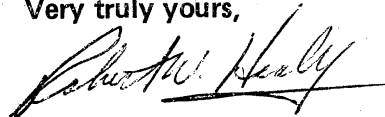
The FY83 budget for rent control contained a \$335 000 revenue projection. This was based on a 1% general fee which has since been rescinded. It is now necessary to replace that revenue source by substituting \$300 000 in state aid. The \$35 000 difference will be raised from filing fees.

3. Prior Year Overlay \$636 220.48

The amount in deficit as of June 30, 1981 raised on the FY82 recap sheet was \$168 348.21. During FY1983 budget preparation, an identified overlay figure was assumed. The Assessor notification recently, indicated that the June 30, 1982 prior year overlay amount to be raised on the FY83 recap sheet is 804 568.69, an increase of 636 220.48. The main increase in the FY83 overlay deficit was to satisfy the Harvard Health exemption decision.

The attached list is a result of priorities set by a series of discussions between my staff and various city department heads.

Very truly yours,



Robert W. Healy

Additional State Aid		5 874 534.12
Reductions	Interest Earnings	300 000.00
	Rent Control Fee	300 000.00
	Prior Year Overlay	636 220.48
		1 236 220.48
Available for Appropriation		4 638 313.64
Election (Street Listing & Ballot Boxes)		43 000
Executive (Employment Plan)		60 000
Law (B M Case)		50 000
Auditing (Terminals & Account Support)		44 000
System Development		55 000
Public Celebrations		4 000
Arts Council		10 000
Fire (Equipment)		100 000
Police (Equipment)		50 000
Police (Personnel)		180 000
Electrical (Street Lighting)		100 000
Public Works (Streets , Sidewalks, Trees, Park Maintenance)		200 000
Public Works (Elevator Repair)		75 000
Public Works (Equipment)		150 000
Community Development (Architectural Barriers Removal)		16 000
Debt Service		385 000
Human Services (match)		7 000
Human Services (common place)		15 500
Human Services (emergency assistance)		8 000
School (Early Retirement)		90 000
Stabilization Fund		750 000
Sub Total		2 392 500
Salary Adjustment		2 245 813.64
Sub-Total		4 638 313.64
Parking Fund		
Available for Appropriation		800 000
Salary Adjustment		800 000
Sub-Total		800 000
Total suggested availalbe for appropriation		5 438 313.64
Total suggested for appropriation		5 438 313.64

ELECTION COMMISSION

An appropriation of \$43,000. is requested to supplement the Election Commission's Fiscal Year 1983 operating budget for the purpose of completing the annual city census.

This additional appropriation would provide for mailing, manpower, computer services, material and printing costs to complete the census (mailing and follow-up) by April 15, 1983 and making available the 1983 Street List book by June 15, 1983 as required by General Laws, Chapter 51.

EXECUTIVE MANPOWER

Summarized below are the various activities and respective timetables for implementation of the Cambridge Employment Program. The program is designed to provide Cambridge residents with access to new employment opportunities in the City of Cambridge. The implementation of the Cambridge Employment Plan was originally scheduled to begin on October 1, 1982 and be completed by December 30, 1982. However, since the process of approval of the Employment Plan was not completed until November, 1982, the actual time for successful implementation is November 1, 1982 - January 20, 1983. During this period the following activities will occur:

Marketing Campaign:

1. Marketing materials will be developed explaining the program to the private sector.
2. A telephone survey of employers will be conducted to inform employers of the potential service and to assess their needs for such a service and how it can be tailored to meet their specific personnel needs.
3. Small meetings with businesses will be ongoing explaining this new initiative.
4. A "kick off" event will be held in January or February 1983 which introduces the program to local employers.

This marketing phase will be conducted in conjunction with the Private Industry Council.

Establishment of Systems/Hiring of Staff:

1. It is critical that the program is not advertised until staff are on board to handle resident referrals and employer job openings. I am planning for all hires to be completed by January 7, 1983. The program will be under the supervision of EMHRDA's Director of Job Search and Development. An Economic Development Coordinator, Job Developer, Intake Specialist, and an Administrative Assistant will be hired for the program.
2. Monitoring and reporting systems will be established during this period.
3. Tracking of residents and job referrals will be done on EMHRDA's Automated MIS System.

Commencement of Project:

The program is scheduled to officially begin on February 1, 1983. At this time, staff will be on board to handle the activity, and employers will be aware of the service.

LAW

Legal fees relating to B & M Case

Brown, Rudnick, Freed and Gesmer have been retained by the City of Cambridge, as special counsel, to perform the following services:

- 1. To represent the City before the Bankruptcy Court of the United States, in the trial of Reorganization case No. 70-250-M Boston and Maine Corporation, Debtor in Reorganization.**
- 2. To review all B & M real property tax accounts and the status of 2nd liens thereon.**
- 3. To render advice to the City relative to negotiations for the settlement of the said dispute with the Trustee of the B & M and all investigations and research connected therewith.**

The amount of taxes and interest in dispute is approximately \$7,200,000.00.

FINANCE

Terminal and Accounting

Having achieved its July 1, 1982 goals of making operational our on line computerized accounting system, the City will now embark on the second phase of our plan. Remote terminals will be installed in various locations outside of City Hall. A needs assessment and priority list was prepared to identify those departments who will most benefit by having on-line access via remote-terminals to the City's central computer system. The following are the costs associated with the endeavor.

Local and Remote Terminals	\$12,300
Additional Disk Storage	5,000
Installation Cost of Telephone Lines and Modeums	1,100
Tape Drive	6,000
TAG Security Package	4,500
Telephone Line Rental	2,000
Modeum Rental	2,700
TAG Maintenance	2,200
System Analyst Support	3,400
	\$39,200
Accounting Assistance	4,800
	\$44,000

System Development

The City will continue towards its goal of bringing computer applications, currently performed by service bureaus in house. The following list is a work plan for achieving the goal.

1. To provide for evaluation and analysis of user needs, system design and/or recommendations and implementation of a Real Estate, Personal Property tax billing and receivable system.	Approx.	\$18,000
2. Evaluation and analysis of user requirements for a cashier system to include hardware and software recommendations to enable system to interface with Univac 80 System and to provide more complete accounting and financial information.	Approx.	\$10,000
3. Ongoing System 80 hardware evaluation, system software and TAG support, including user and D.P. Staff Training.	Approx.	\$22,000
4. Internal application development, Escort Training and user requirements	Approx.	\$ 5,000
	Total	\$55,000

PUBLIC CELEBRATIONS

The appropriation to the Arts Council for \$10 000 is required to provide the City's share of the \$30 000 in matching funds needed to procure a grant from the National Endowment for the Arts to continue the Community Arts Program. The other \$20 000 will be raised through private sources.

The appropriation for Memorial Day activities of \$4 000 will enable the City to provide for transportation needed for band services for the Memorial Day celebration.

FIRE DEPARTMENT

An appropriation of \$100,000. is requested to supplement the Fire Department's Fiscal Year 1983 operating budget for the purpose of providing additional safety equipment and for the repair of an aerial ladder.

This additional appropriation would provide for the following:

- 1) A new system of Self Contained Breathing Apparatus (SCBA)
 - 46 Masks, (30 minute) Pressure/Demand 45 with automatic shut-off
 - 74 (30 minute) Cylinders complete
 - 50 Walk Away Brackets For 30 minute cylinders
 - 30 (60 minute) Cylinders complete
 - 30 Walk Away Brackets for 60 minute cylinders
 - 200 Mask Assemblies with Head Harnesses
 - 1 American Bristol Compressor

Total \$ 86,000.

- 2) Repair of the base section on the recently refurbished Aerial Ladder No. 3.

Total \$ 14,000.
Grand Total \$100,000.

POLICE

The additional funds provided to the Police Department consist of allotments to three statutory categories: Salaries and Wages, \$165 000; Other Ordinary Maintenance, \$15,000; and Extraordinary Expenditures, \$50 000.

The Salary and Wage appropriation will provide funds for 15 new patrol officer positions, which, combined with 15 vacant positions, will enable the Police Department to hire 30 new patrol officers. This will bring the number of sworn personnel to 281, which would put the department at the same level as July, 1978.

The other Ordinary Maintenance amount will enable the department to fulfill its contractual obligations by providing clothing allowances to the new officers.

The sum appropriated to the Extraordinary Expenditure account provides funds for the purchase of five patrol vehicles. It is the City's intent not to have vehicles more than three years old in operation. This appropriation will enable the department to continue that effort.

ELECTRICAL

The funds originally allocated for the exterior lighting portion of the Electrical budget were determined based on a plan to use sodium vapor lights in the replacement of lighting fixture. Due to the possible effects of this type of lighting on trees, the replacement plan was not implemented. Therefore, additional electricity costs will be incurred if the present system is maintained.

PUBLIC WORKS

Streets and Sidewalks, Trees, and Park Maintenance

This appropriation provides funds for repairs to streets and sidewalks in non-Block Grant neighborhoods. A priority list for these repairs will be established and the work is expected to begin in the spring of 1983. Funds are also provided for park maintenance, performed by a professional landscaper, at Donnelly Field, St. Peter's Field, and the Cambridge Common. In addition, an amount will be set aside for the planting of trees in various non Block Grant locations.

Elevator Repair

City Hall Annex 51 Inman Street

This elevator is a Watson basement traction machine with a two speed A.C. motor and a Turnbull controller. The troubles now being experienced with this elevator deal mostly with the machine, brake, and the controller. The major problem that will be encountered with making this elevator comply with the Barriers Code is the two speed A.C. motor control. Elevators with this type of control can not be made to level with consistent accuracy under all load conditions. In order to make this elevator comply with the Barriers Code the following should be done. Remove the existing brake two speed A.C. motor controller and 550 volt electrical feed and install a new brake and motor with generator field control with electrical feed and controller compatible with the new hoist motor. The remainder of the work necessary would be minor alterations to the call buttons, etc. This work can be completed in four to six weeks for a cost not to exceed 57 500 and would include parts and labor for removal and installation of all equipment.

City Hall 795 Massachusetts Avenue

This elevator is a Payne basement traction machine with generator field control. This elevator meets all requirements of the Barriers Code as to leveling. The only work necessary for full compliance would be the installation of the auxiliary equipment, telephone, floor numbers, call button positions, etc. The problems now being encountered with this elevator are primarily due to the mechanical selector now in use. These problems could be greatly reduced or even eliminated by the installation of an impulse selector. The cost of installing the equipment required by the Barriers Code and the new impulse selector with related hoistway equipment would be \$17,500.

Equipment

An appropriation of \$150,000. is requested to supplement the Public Works Fiscal Year 1983 operating budget for the purpose of purchasing replacement equipment.

The Public Works Department has proposed a vehicle replacement program totaling \$1,263,000. At this time, the replacement of two 1971 packers is recommended at an approximate dollar cost of \$75,000. per packer.

This additional appropriation is needed due to age of this equipment which is in a constant state of disrepair causing delays in the pick-up of refuse throughout the neighborhoods of the city.

COMMUNITY DEVELOPMENT ARCHITECTURAL BARRIERS

This appropriation will provide the funds needed to renovate and eliminate architectural barriers in the employee and public rest rooms at City Hall Annex. The use of these facilities by Handicapped individuals is severely restricted. (The Handicapped Commission currently meets and has an office for staff purposes at the City Hall Annex.) In addition, the rest rooms are in a state of considerable disrepair and improvements are a necessity.

DEBT SERVICE

The additional \$385 000 to the Debt Service budget includes \$228 750 for interest on maturing bonded debt and \$156 250 for interest on temporary notes.

It was the City's intention to go to the bond market in the spring of 1983, thus making the first interest payment on the issue due in FY84. However, a provision of the Tax Equity and Fiscal Responsibility Act of 1982 requires that, effective January 1, 1983 obligations issued by state and local government be registered in order for the interest to be tax-exempt. It is expected that this requirement will result in additional administrative costs and higher interest rates to the City. Therefore, in order to take advantage of the current situation where bonds may be issued in bearer form and favorable market conditions prevail, it was necessary to move the sale date up to December 1, 1982. This move necessitates appropriating funds for an interest payment during FY83.

In additional \$156 250 is needed for interest on certain Bond Anticipation Notes. When these notes were issued, interest rates were higher than originally projected when this budget was prepared.

HUMAN SERVICES

Match

The City of Cambridge and Harvard University have entered into an agreement to match, dollar for dollar, a \$14,000 one time only contribution to the Phillips Brook House summer program. These dollars will assist in expanding the program to include services at Roosevelt Towers, Margaret Fuller Neighborhood House, Newtowne Court and Jefferson Park.

Commonplace

The City of Cambridge intends to contract with St. Mary's Parish for the use of the Commonplace facility four nights a week, from December 1982 through June 30, 1983. The facility will be used for teen programs during the renovation of the Longfellow School.

Emergency Assistance

The City of Cambridge intends to respond to a growing local demand from families and individuals who find themselves, often for the first time, in emergency need of shelter, food, and clothing, by establishing an Emergency Assistance Advocate. This individual would be responsible for responding to all those individuals who walk-in to various city departments seeking help and to those who call in seeking information and/or referrals. In addition, this individual will provide information to those groups in the city concerned with developing appropriate responses in the face of growing need.

SCHOOL

SUBJECT: Supplemental Funding for Teacher "Early Out" Program Agreement

In accordance with your request, I am herewith providing the supporting documentation for the "Early Out" payments made in accordance with the School Committee agreement.

Total Payments Made - 29 @ \$10,000 **\$290,000**

Funding Sources

– FY '83 General Fund Budget	\$100,000	
– FY '82 Available Funds	100,000	
– FY '83 SUPPLEMENTAL APPROPRIATION	90,000	
Total		\$290,000

STABILIZATION FUND

Under ch. 40, sec. 5B of the Massachusetts General Laws, cities and towns are authorized to establish a stabilization fund which serves as a reserve upon which the City may draw to offset possible future cuts mandated by Proposition 2½. Also, it is recommended by the fiscal advisers to the City that the establishment of a stabilization fund will be looked upon favorably by the investors' services. It is anticipated that this will be a key factor in the City's efforts to upgrade its credit ratings. It should be emphasized that a higher rating will result in lower interest rates and substantial savings in interest costs for future bond issues.

Re: recommendations for the distribution of additional State Aid.

12/6/82

Finally passed on
Motion of C. Fanning

12/13/82

Recommendations adopted
on New Can Vote 9-0-0

In City Council, These orders adopted
December 6, 1982 see outline of appendices
papers, as then

12/6/82

Placed

on

- File - Filed

Ordering Paper to
Finance Committee
Motion Carried -
then tabled -