

Council Agenda Report

Date: June 13, 2016

Prepared and Submitted by: Sandra Tripp-Jones, City Manager

SUBJECT: Adoption and Approval of the FY 2017 Operating and Capital Budget

Recommendation that Council:

- A. Approve amendments to the FY 2017 Operating and Capital Budget
- B. Introduce Resolution No. 16-009 Establishing FY 2017 Fees and Charges,
- C. Introduce Resolution No. 16-010 Establishing FY 2017 Position and Salary Control Schedule;
- D. Introduce Ordinance No. 1082, by reading of title only, An Ordinance of the Commissioners of Cambridge, Maryland, to Adopt and Approve the Budget for Fiscal Year 2017 which Appropriates the Necessary Funds for the Operation of the Government and Administration of the City of Cambridge, Maryland, for the Period July 1, 2016 to June 30, 2017;
- E. Introduce an Ordinance No. 1083 of the Commissioners of Cambridge, Maryland (“the Commissioners”), to Amend Section 18-1, of Chapter 18 “Water” of the Code of Laws of the City of Cambridge, to Amend the Rates for Water Service, and
- F. Introduce Ordinance 1084 of the Commissioners of Cambridge, Maryland (“the Commissioners), to Amend Section 4-42 to Establish the Non-Owner Occupied Registration Fee by Resolution;
- G. Schedule June 20, 2016 for second readings, public hearings, and adoption.

Discussion:

On May 23, 2016, City Council held approved Councils Goals and implementation plans and held a budget hearing. Under those two agenda items, Council instructed staff to make the following changes to the FY 2017 Operating and Capital Budget (to be adopted).

1. Revise operating budgets as follows:

| Changes Connected with Council Goals | | | |
|---------------------------------------|----------------|---|------------|
| Dept./Division | Page # | Action Plan | Amount |
| Commissioners | 37 | Reduce reserves for goals by | -\$ 19,000 |
| Commissioners | 37 | Specify remaining reserve for more funding for demolitions. | \$ 16,000 |
| Commissioners | 37 | Specify remaining reserve for purchasing tax sale properties as buyer of last resort to take control of properties in the City. | \$ 15,000 |
| Public Works/Building Safety Services | 72, 101 105 | Increase code enforcement capacity so that it is more proactive. | \$ 45,000 |

| | | | |
|---|-----------|--|-----------|
| Marina | 80 | Add advertising dollars to Marina budget and direct Long Wharf Committee to advise on its use. | \$ 10,000 |
| Public Works/Economic Development | 67 | Develop industrial business marketing project under joint City/County committee | \$ 5,000 |
| Police/Patrol | 53 | Increase bike patrol | \$ 6,000 |
| Finance/IT – Capital Program | 44 111 | Purchase/use crime analysis software. | \$ 8,000 |
| Changes Based on Public Hearing Request | | | |
| City Manager | | Funding for Library | \$ 5,000 |
| Public Works – Municipal Properties Capital Program | 70 111 | Reduction to fund Library | -\$ 5,000 |

2. Increase Revenue estimates as follow:

| | | | |
|--|---------|--|-----------|
| General Fund – Rental Registration and Permit Fees | 6 23 | Increase code enforcement capacity so that it is more proactive. | \$ 45,000 |
| Marina – Transient Subleasing | 6 26 | Add advertising dollars to Marina budget and direct Long Wharf Committee to advise on its use. | \$ 10,000 |

3. Revise FY 2015 Fees and Charges Schedule:

Increase Rental Registration fees by \$15 to a total of \$55.00 each. (page 96)

Enacting actions by Council include:

- A. Approval of the FY Operating and Capital Budget incorporating these changes;
- B. Adopting a Resolution establishing all fees and charges, with the exception of MUC rates, fee and charges which has to adopted by ordinance;
- C. Adopting a Resolution controlling positions and salaries (assigned grades), any variance from which will require Council action;
- D. Adopting the budget ordinance itself – a multi- step process with introduction on June 13, 2016 and then second reading, public hearing and adoption set for June 20, 2016;
- E. Adopting an ordinance setting the MUC water rates, fees and charges, which is also a multi-step process with introduction on June 13, 2016 and then second reading, public hearing and adoption set for June 20, 2016.

PROPOSED RESOLUTION

RESOLUTION NO. 16-009

A RESOLUTION OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND, TO AMEND AND ESTABLISH THE SCHEDULE OF FEES CHARGED BY THE CITY OF CAMBRIDGE.

WHEREAS, the City Manager and Finance Committee of the City of Cambridge, have recommended the amendment and establishment of certain fees, rates and charges relating to miscellaneous city services, permitting, inspection, development and building construction within the City of Cambridge; and

WHEREAS, the Commissioners of Cambridge, have determined that the schedule of fees, rates and charges set forth herein, is warranted; and

WHEREAS, the Commissioners of Cambridge desire to formally adopt the schedule of fees, rates and charges to be assessed by the City of Cambridge, commencing on July 1, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE, that the following fees, rates and charges are hereby approved and adopted by the Commissioners of Cambridge, and the same shall be charged for the services indicated:

Schedule of City Wide Fees, Rates and Charges

Licenses- Traders

- Taxi Cab license fees:
 - First Cab \$100.00 per year
 - Each Additional Cab \$50.00 per year
- Taxi Operator's License \$25.00 per year
- Bed and Breakfast License Fee \$150.00 per year
- Septic Haulers \$500.00 per year
- Septic Sludge (pro-rated per 1,000 gallon tank):
 - Dorchester County \$50.00
 - Outside Dorchester County \$60.00
- Discharge Permits \$1,000.00 biannually
- Salvage \$250.00 per year
- Rental Registration \$55.00 per unit
- Transient License \$1,000.00 per month or fraction

- Peddler's License (50% discount for those who pay a State Peddler's Fee equal to or greater than our fee) thereof
\$50.00 per day
\$125.00 for 6 months
\$200.00 per year
\$1,000.00 per year
- Palmistry
- Mobile Home Park:
 - Original Application \$10,000.00
 - Annual Renewal \$100.00
- Oyster Buyers @ Long Wharf:
 - 8-Month License \$100.00 per month
 - Electric Charge \$42.00 per month
- Carnival License \$150.00

Administrative Fees

- Non sufficient funds charge \$35.00
- Cassette Tape/ CD Copy \$10.00 each
- Copies (regular/legal size) (b&w/color) \$0.25/\$0.50 each
- Police reports:
 - Insurance companies (first page/each add. page) \$5.00/\$2.00
 - Private citizens (first page/each add. page) \$3.00/\$1.00

Police Department Fees

- Sworn officers fee \$45.00/hour

Department of Public Works Licenses and Fees

- Application Fee \$100.00
- Building Minimum fee \$50.00
- Building Permit (calculated per permit fee schedule)
- Decks minimum \$80.00
- Deck fees: per sq. ft. (calculated Group U TypeVB)
- Sheds or detached garages minimum \$50.00
- Sheds or detached garages: per sq. ft. (calculated Group U Type VB)
- Roofing & Siding \$50.00
- Demolition \$75.00
- Swimming Pools (in-ground) .40 per sq. ft (min. \$125.00)
- Swimming Pools (above ground) .20 per sq. ft (min. \$40.00)
- Signs (15 sq. ft. or less) \$50.00
- Signs (Over 15 sq. ft. but less than 30 sq. ft.) \$75.00
- Signs (Over 30 sq. ft.) \$100.00
- Bulkhead (minimum) \$60.00
- Bulkhead \$1.00 per lineal ft.
- Commercial Interior new walls (minimum) \$60.00
- Commercial Interior walls \$2.00 per lineal ft
- Fences (minimum) less than 100 lineal ft. \$50.00
- Fences over 100 lineal ft. 50 per lineal ft.

- Backflows \$50.00 each
- Electrical Permits (MDIA will bill for inspection) \$15.00
- Piping; Under Slab, Rough In and Final Inspection (Waste & Water)
 - o Not over 5 fixtures \$100.00
 - o Each additional over 5 fixtures \$15.00
- Plumbing
 - o Not over 5 fixtures \$50.00
 - o Each addition over 5 fixtures \$15.00
 - o Sewer Connection \$50.00
 - o Sewer Tab Fee \$800.00
 - o Apartments: \$800.00 first unit/
\$60.00 each addtnl. unit
 - o Modular/Manuf. Home (flat rate) \$60.00
 - o Water Connection \$50.00
 - o Gas Connection \$50.00
 - o Interceptor/Separator \$50.00
 - o Fire Service Pipe \$50.00
 - o Sewage Pumps (exterior) \$50.00
- Solar Power System
 - o Residential \$50.00
 - o Commercial (Minimum) \$50.00
 - o Commercial Roof Mounted
 - o Commercial Ground Mounted
- PODs /Temporary Storage Trailers
 - .11 sq. ft. outside Boundary
 - .1 sq. ft. outside Boundary
 - o Single Family Residential - not to exceed 6 month \$25.00 1st month/\$20.00 per month extension
 - o All others – not to exceed six months \$50.00 per month
- Home Builder Guaranty Fund (Residential) \$50.00
- Impact Fees (Per Unit or EDU) suspended until April 2019

Department of Public Works Registration Fees

- Plumber Registration \$30.00
- Electrician Registration \$30.00
- HVAC (mechanical) Registration \$30.00
 - o Combination of 2 Registrations \$50.00
 - o Combination of 3 Registrations \$75.00
- HVAC (Residential)
 - o HVAC (each HVAC unit) \$75.00
 - o Replacement \$75.00
- HVAC (Non-Residential)
 - o HVAC Systems 1st \$10,000.00 \$75.00
 - o HVAC Systems for each \$1,000.00 over \$10,000.00 \$10.00

- o Kitchen Exhaust Equipment (per hood unit) \$75.00
- o Gas Piping Systems \$100.00
- o Fuel Oil Piping Systems \$80.00

(A square foot is defined as gross floor area of all floors within the perimeter of the outside walls including: basements, cellars, garages, roofed partitions, breezeways, covered walkways and attics with floor-to-ceiling of 6' 6".)

*If not removed at the end of the approved permit expiration date; normal fine schedule of \$100 per day then escalated to \$1,000 per day.

Marina Fees

- Boat slips

| Slip | Annual Fee |
|-------|-------------|
| 35-ft | \$ 1,224.00 |
| 40-ft | \$ 1,938.00 |
| 50-ft | \$ 2,550.00 |
| 60-ft | \$ 3,366.00 |

- o Slips are billed for the period of January 1st through December 31st of each year.
- o Contractual agreements must pay 6 months or the full year. Monthly payments are not allowed. The first six-month payment is due by January 31st. The second six-month payment is due by May 1st of each year.
- o Any slip holder who resides in the City limits and their Cambridge home is their primary residence can receive a 10% discount on slip rental only.
- o Any slip holder who resides in Dorchester County and provides a copy of their Tidewater Fishing License (TFL) can receive a 20% discount from slip rental price only. A City resident that also has a TFL can only receive the higher of the two, which would be 20%.
- o These prices do not include electric. Each slip has its own meter and will be billed quarterly. Slip holders have the right to place a lock on their meter; however, it is the slip holder's responsibility to provide the lock.
- o Long-Term Lease Agreement – a 5% discount for a two-year lease and a 7.5% discount for a three-year lease with the non-refundable slip fees being paid up-front to qualify for the discounted rate.

- Transient Rates Schedule

| Slip | Monthly Fee |
|-------|-------------|
| 35-ft | \$ 205.00 |
| 40-ft | \$ 325.00 |
| 50-ft | \$ 425.00 |
| 60-ft | \$ 560.00 |

- Weekly Rate --
 - \$6.00 x foot plus (\$25.00 for 30 Amp service or \$50.00 for 50 Amp service)
- Daily Rate - \$ 1.50 x foot
- Cruise Ships Only – \$2.00 x foot x day (daily rate)
- Waterman’s Rate (monthly) – 1/6th of annual price minus 20% discount; or
 - \$600 annually if located in Waterman’s Row. Electric will be billed at the prevailing rate.

Sewer Fees and Charges

- Sewer Charge
 - Sewer charge will be based on water amount
 - Inside city 290%
 - Outside city 290%

Disposal Fees and Charges

- Disposal Fees
 - \$11.25 per month for residential users per unit
 - \$33.75 per month for commercial –DPW approval required

Rescue Fire Company

- Fire Hazmat Materials Response
 - Less than 5 gal WITH exposure \$250
 - 5 to 20 gallons WITH OR WITHOUT exposure \$500
 - 20 to 50 gallons WITHOUT exposure \$500
 - 20 to 50 gallons WITH exposure \$1,500
 - All situation using >\$2,000 equipment and material up to 4 hours \$100 hour > 4 hour

BE IT FURTHER RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE that pursuant to Section 14-10 (b) of the Code of Laws of the City of Cambridge, the sewer service charge shall be Two Hundred Ninety Percent (290%) of the water charge;

AND BE IT FURTHER RESOLVED, that the effective date of this Resolution shall be JULY 1, 2016.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Sandra Tripp-Jones
City Manager

BY: _____
Donald Sydnor, Council President
And Acting Mayor

Introduced on the _____ day of JUNE, 2016
Adopted the _____ day of JUNE, 2016

PROPOSED RESOLUTION

RESOLUTION NO. 16-010

A RESOLUTION OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND, TO ADOPT POSITIONS AND SALARY CONTROLS AND SCHEDULES OF SALARY GRADES AND STEPS FOR GENERAL EMPLOYEES AND SWORN POLICE OFFICERS FOR FISCAL YEAR 2017.

WHEREAS, the City Manager and Finance Committee of the City of Cambridge, have recommended that the following Positions and Salary Controls, and Schedules of Salary Grades and Steps for General Employees and Sworn Police Officers of the City of Cambridge be adopted for Fiscal Year 2017, which commences July 1, 2016 and ends June 30, 2017; and

WHEREAS, the Commissioners of Cambridge, considered the recommendation, and have determined that the aforesaid Positions and Salary Controls, and Schedules of Salary Grades and Steps should be adopted as part of the budgetary planning process for Fiscal Year 2017; and

WHEREAS, the Commissioners of Cambridge hereby adopt this Resolution to formally adopt the Positions and Salary Controls, and Schedules of Salary Grades and Steps for General Employees and Sworn Police Officers of the City of Cambridge, as set for the herein.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE, that the following Positions and Salary Controls, and Schedules of Salary Grades and Steps are hereby adopted for Fiscal Year 2017:

2017 Positions and Salary Control

| Control | Position | Grade | Control | Position | Grade |
|---------------------------------|-------------------------------------|-------|---------------|----------------|------------|
| Commissioners | | | Patrol | | |
| 01-001 | Commissioner Ward 1 | NA | 08-001 | Lieutenant | Lieutenant |
| 01-002 | Commissioner Ward 2 | NA | 08-002 | First Sergeant | Sergeant |
| 01-003 | Commissioner Ward 3 | NA | 08-003 | Sergeant | Sergeant |
| 01-004 | Commissioner Ward 4 | NA | 08-004 | Sergeant | Sergeant |
| 01-005 | Commissioner Ward 5 | NA | 08-006 | Sergeant | Sergeant |
| Mayor | | | 08-007 | Sergeant | Sergeant |
| 02-001 | Mayor | NA | 08-005 | Sergeant | Sergeant |
| City Manager | | | 08-008 | Corporal | Corporal |
| 03-001 | City Manager | NA | 08-009 | Corporal | Corporal |
| 03-002 | Executive Secretary | 10 | 08-010 | Corporal | Corporal |
| Finance Department | | | 08-012 | Corporal | Corporal |
| 04-001 | Finance Director | 17 | 08-011 | Corporal | Corporal |
| 04-003 | Payables Account Clerk | 7 | 08-013 | Patrol Officer | PFC/Patrol |
| 04-004 | Revenue/GL Account Clerk | 8 | 08-014 | Patrol Officer | PFC/Patrol |
| 04-005 | Purchasing Technician Account Clerk | 9 | 08-016 | Patrol Officer | PFC/Patrol |
| Informational Technology | | | 08-017 | Patrol Officer | PFC/Patrol |
| 06-001 | I.T. Coordinator | 13 | 08-019 | Patrol Officer | PFC/Patrol |
| 06-002 | I.T. Assistant | 9 | 08-020 | Patrol Officer | PFC/Patrol |

| Police Administration | | |
|------------------------------|--------------------------|------------|
| 07-001 | Chief of Police | 17 |
| 07-002 | Deputy Chief | Captain |
| 07-003 | Lieutenant | Lieutenant |
| 07-005 | Sergeant | Sergeant |
| 07-009 | Community Police Officer | PFC/Patrol |
| 07-010 | Community Police Officer | PFC/Patrol |
| 07-004 | Executive Assistant | 11 |
| 07-006 | Records Technician | 6 |
| 07-007 | Records Technician | 7 |
| 07-008 | Records Technician | 6 |

| | | |
|--------|-----------------------------|------------|
| 08-021 | Patrol Officer | PFC/Patrol |
| 08-022 | Patrol Officer | PFC/Patrol |
| 08-023 | Patrol Officer | PFC/Patrol |
| 08-024 | Patrol Officer | PFC/Patrol |
| 08-025 | Patrol Officer | PFC/Patrol |
| 08-027 | Patrol Officer | PFC/Patrol |
| 08-028 | Patrol Officer | PFC/Patrol |
| 08-029 | Patrol Officer | PFC/Patrol |
| 08-030 | Patrol Officer | PFC/Patrol |
| 08-031 | Patrol Officer | PFC/Patrol |
| 08-032 | Patrol Officer | PFC/Patrol |
| 08-033 | Patrol Officer | PFC/Patrol |
| 08-034 | Patrol Officer | PFC/Patrol |
| 08-035 | Patrol Officer | PFC/Patrol |
| 08-036 | Patrol Officer | PFC/Patrol |
| 08-037 | Patrol Officer | PFC/Patrol |
| 08-038 | Community Police Officer | PFC/Patrol |
| 08-045 | Communications Officer | 8 |
| 08-047 | Crossing Guard | NA |

| Control | Position | Grade |
|---------------------------|--------------------------|--------------|
| Special Operations | | |
| 09-001 | Lieutenant | Lieutenant |
| 09-002 | Sergeant | Sergeant |
| 09-003 | Corporal | Corporal |
| 09-004 | Detective | PFC/Patrol |
| 09-005 | Detective | PFC/Patrol |
| 09-007 | Detective | PFC/Patrol |
| 09-006 | Detective | PFC/Patrol |
| 09-009 | Investigative Technician | 8 |

| Public Works Administration | | |
|------------------------------------|---------------------------------------|----|
| 10-001 | Director | 17 |
| 10-003 | Executive Asst. for Business Services | 11 |
| 10-006 | Secretary I | 5 |

| Municipal Properties | | |
|-----------------------------|--------------------------------|----|
| 11-001 | Asst. Superintendent (MPM) | 10 |
| 11-002 | Asst. Superintendent (PSB) | 14 |
| 11-003 | General Maintenance Worker III | 7 |
| 11-004 | General Maintenance Worker II | 6 |
| 11-005 | General Maintenance Worker I | 5 |
| 11-006 | General Maintenance Worker I | 5 |

| Control | Position | Grade |
|-----------------------------|-------------------------------------|--------------|
| Economic Development | | |
| 05-001 | Economic Development Director | 15 |
| 05-002 | Associate Economic Dvlpmnt Director | 11 |
| 05-003 | Administrative Assistant | 7 |

| Fleet Maintenance | | |
|--------------------------|---------------------------------|---|
| 16-001 | Heavy Equipment Mechanic Sprvsr | 9 |
| 16-002 | Heavy Equipment Mechanic | 8 |

| Streets and Highways | | |
|-----------------------------|--------------------------------|----|
| 17-001 | Superintendent of Public Works | 13 |
| 17-002 | Asst. Superintendent PW SSU | 10 |
| 17-003 | Street Maintenance Foreman | 9 |
| 17-004 | Equipment Operator III | 8 |
| 17-005 | Street Maintenance Worker I | 5 |
| 17-006 | Equipment Operator I | 6 |
| 17-008 | Street Maintenance Worker II | 6 |
| 17-009 | Street Maintenance Worker II | 6 |
| 17-010 | Street Maintenance Worker I | 5 |
| 17-013 | Street Maintenance Worker I | 5 |
| 17-012 | Street Maintenance Worker I | 5 |

| Marina | | |
|---------------|------------|----|
| 18-001 | Dockmaster | 10 |

| | | |
|--------|-------------------------------|---|
| 11-007 | General Maintenance Worker I | 5 |
| 11-009 | General Maintenance Worker II | 6 |
| 11-010 | General Maintenance Worker I | 5 |
| 11-008 | General Maintenance Worker I | 5 |
| 11-012 | Custodian | 4 |

| | | |
|----------------------------|----------------------|---|
| 18-002 | Assistant Dockmaster | 8 |
| Utility Maintenance | | |
| 19-001 | Equipment Operator I | 6 |

| Control | Position | Grade |
|---------|----------|-------|
|---------|----------|-------|

Planning and Zoning

| | | |
|--------|---------------|----|
| 12-001 | City Planner | 16 |
| 12-002 | P&Z Assistant | 8 |

Engineering Services

| | | |
|--------|---------------------------------|----|
| 13-001 | Deputy Director & City Engineer | 16 |
| 13-002 | Civil Engineer | 15 |
| 13-003 | GIS Specialist | 12 |
| 13-004 | Engineering Technician II | 9 |

Building Safety Services

| | | |
|--------|--------------------------------|---|
| 14-001 | Code Enforcement Officer II | 9 |
| 14-002 | Building Permits Administrator | 8 |
| 14-003 | Secretary I | 5 |
| 14-004 | Code Enforcement Officer I | 8 |

Sanitation and Waste

| | | |
|--------|---------------------------------------|---|
| 15-001 | Equipment Operator/ Sanitation Driver | 6 |
| 15-002 | Sanitation Collector | 5 |
| 15-003 | Sanitation Collector | 5 |
| 15-004 | Sanitation Collector | 5 |
| 15-005 | Sanitation Collector | 5 |
| 15-006 | Sanitation Collector | 5 |
| 15-007 | Sanitation Collector | 5 |
| 15-008 | Equipment Operator/Sanitation Driver | 6 |

| Control | Position | Grade |
|---------|----------|-------|
|---------|----------|-------|

Municipal Utilities Commission

| | | |
|---------|--------------------------------|----|
| MUC-001 | Water Resource Administrator | 15 |
| MUC-002 | Payroll Account Clerk | 9 |
| MUC-003 | Billing Account Clerk | 7 |
| MUC-004 | Customer Service Account Clerk | 7 |
| MUC-005 | Billing Account Clerk | 7 |
| MUC-006 | Billing Account Clerk | 7 |
| MUC-007 | Superintendent | 11 |
| MUC-008 | Assistant Superintendent | 10 |
| MUC-009 | Foreman/service coordinator | 9 |
| MUC-010 | Water Distribution Tech | 7 |
| MUC-011 | Meter Read Coordinator | 7 |
| MUC-012 | Water Distribution Tech | 7 |
| MUC-013 | Water Distribution Tech | 7 |
| MUC-014 | Water Distribution Tech | 7 |
| MUC-015 | Water Production Operator | 7 |
| MUC-016 | Water Production Operator | 7 |

Salary Grades and Steps: General Employees

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|----|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 4 | 20,868 | 22,120 | 23,447 | 24,854 | 26,345 | 27,399 | 28,495 | 29,634 | 30,820 | 31,897 |
| 5 | 22,546 | 23,898 | 25,332 | 26,852 | 28,463 | 29,602 | 30,786 | 31,862 | 33,136 | 34,462 |
| 6 | 24,353 | 25,814 | 27,363 | 29,004 | 30,745 | 31,819 | 33,092 | 34,416 | 35,792 | 37,224 |
| 7 | 26,317 | 27,896 | 29,569 | 31,192 | 33,063 | 34,386 | 35,761 | 37,191 | 38,679 | 40,226 |
| 8 | 28,409 | 30,113 | 31,765 | 33,671 | 35,691 | 37,119 | 38,604 | 40,148 | 41,550 | 43,212 |
| 9 | 29,521 | 31,140 | 33,009 | 34,989 | 37,088 | 38,572 | 40,115 | 41,516 | 43,177 | 44,904 |
| 10 | 31,730 | 33,634 | 35,652 | 37,791 | 40,058 | 41,457 | 43,116 | 44,840 | 46,634 | 48,499 |
| 11 | 34,263 | 36,319 | 38,498 | 40,808 | 43,045 | 44,767 | 46,558 | 48,420 | 50,357 | 52,371 |
| 12 | 37,011 | 39,231 | 41,382 | 43,865 | 46,497 | 48,357 | 50,291 | 52,303 | 54,395 | 56,571 |
| 13 | 39,976 | 42,168 | 44,698 | 47,379 | 50,222 | 52,231 | 54,320 | 56,493 | 58,753 | 61,103 |
| 14 | 42,543 | 45,096 | 47,801 | 50,670 | 53,710 | 55,858 | 58,092 | 60,416 | 62,833 | 65,346 |
| 15 | 45,947 | 48,704 | 51,626 | 54,724 | 58,007 | 60,327 | 62,740 | 65,250 | 67,860 | 70,574 |
| 16 | 49,626 | 52,603 | 55,760 | 59,105 | 62,651 | 65,157 | 67,764 | 70,474 | 73,293 | 76,225 |
| 17 | 54,126 | 57,373 | 60,816 | 64,465 | 68,333 | 71,066 | 73,908 | 76,865 | 79,939 | 82,729 |

| | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|----|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 4 | 32,535 | 33,186 | 33,849 | 34,526 | 35,217 | 35,921 | 36,640 | 37,372 | 38,120 | 38,882 |
| 5 | 35,151 | 35,854 | 36,571 | 37,303 | 38,049 | 38,810 | 39,586 | 40,378 | 40,984 | 41,804 |
| 6 | 37,968 | 38,728 | 39,502 | 40,292 | 40,898 | 41,716 | 42,550 | 43,401 | 44,269 | 45,154 |
| 7 | 40,831 | 41,647 | 42,480 | 43,330 | 44,196 | 45,080 | 45,982 | 46,901 | 47,840 | 48,796 |
| 8 | 44,076 | 44,958 | 45,857 | 46,774 | 47,709 | 48,664 | 49,637 | 50,630 | 51,642 | 52,675 |
| 9 | 45,802 | 46,718 | 47,652 | 48,605 | 49,577 | 50,569 | 51,580 | 52,612 | 53,664 | 54,737 |
| 10 | 49,469 | 50,459 | 51,468 | 52,497 | 53,547 | 54,618 | 55,710 | 56,825 | 57,961 | 59,120 |
| 11 | 53,419 | 54,487 | 55,577 | 56,688 | 57,822 | 58,979 | 60,158 | 61,361 | 62,589 | 63,840 |
| 12 | 57,702 | 58,856 | 60,034 | 61,234 | 62,459 | 63,708 | 64,982 | 66,282 | 67,608 | 68,960 |
| 13 | 62,325 | 63,572 | 64,843 | 66,140 | 67,463 | 68,812 | 70,188 | 71,592 | 73,024 | 74,484 |
| 14 | 66,653 | 67,986 | 69,346 | 70,733 | 72,147 | 73,590 | 75,062 | 76,563 | 78,095 | 79,657 |
| 15 | 71,986 | 73,425 | 74,894 | 76,392 | 77,920 | 79,478 | 81,068 | 82,284 | 83,929 | 85,608 |
| 16 | 77,749 | 79,304 | 80,891 | 82,104 | 83,746 | 85,421 | 87,129 | 88,872 | 90,649 | 92,462 |
| 17 | 83,557 | 85,228 | 86,932 | 88,671 | 90,445 | 92,253 | 94,098 | 95,980 | 97,900 | 99,858 |

Salary Grades and Steps: Sworn Officers

| Rank | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|------------|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Patrolman | 1 | 35,547 | 37,638 | 39,729 | 41,616 | 43,697 | 45,778 | 47,858 | 48,899 | 49,939 | 50,980 |
| PFC | 2 | 38,684 | 40,775 | 42,656 | 44,737 | 46,818 | 48,899 | 50,980 | 51,510 | 52,540 | 53,570 |
| Corporal | 3 | 42,656 | 44,737 | 46,818 | 48,899 | 50,980 | 52,540 | 54,601 | 55,631 | 56,661 | 57,691 |
| Sergeant | 4 | 47,858 | 49,939 | 51,510 | 53,570 | 55,631 | 57,691 | 59,752 | 60,782 | 61,812 | 62,842 |
| Lieutenant | 5 | 53,570 | 55,631 | 57,691 | 59,752 | 61,812 | 63,872 | 65,933 | 66,963 | 67,993 | 69,023 |
| Captain | 6 | 53,570 | 55,631 | 57,691 | 59,752 | 61,812 | 63,872 | 65,933 | 66,963 | 67,993 | 69,023 |

| Rank | | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Patrolman | 1 | 51,510 | 52,540 | 53,570 | 54,601 | 55,631 | 56,661 | 57,691 | 58,721 | 59,752 | 60,782 |
| PFC | 2 | 54,601 | 55,631 | 56,661 | 57,691 | 58,721 | 59,752 | 60,782 | 61,812 | 62,842 | 63,872 |
| Corporal | 3 | 58,721 | 59,752 | 60,782 | 61,812 | 62,842 | 63,872 | 64,903 | 65,933 | 66,963 | 67,993 |
| Sergeant | 4 | 63,872 | 64,903 | 65,933 | 66,963 | 67,993 | 69,023 | 70,054 | 71,084 | 72,114 | 73,144 |
| Lieutenant | 5 | 70,054 | 71,084 | 72,114 | 73,144 | 74,174 | 75,205 | 76,235 | 77,265 | 78,295 | 79,325 |
| Captain | 6 | 70,054 | 71,084 | 72,114 | 73,144 | 74,174 | 75,205 | 76,235 | 77,265 | 78,295 | 79,325 |

| Rank | | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
|------------|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Patrolman | 1 | 61,812 | 62,842 | 63,872 | 64,903 | 65,933 | 66,963 | 67,993 | 69,023 | 70,054 | 71,084 |
| PFC | 2 | 64,903 | 65,933 | 66,963 | 67,993 | 69,023 | 70,054 | 71,084 | 72,114 | 73,144 | 74,174 |
| Corporal | 3 | 69,023 | 70,054 | 71,084 | 72,114 | 73,144 | 74,174 | 75,205 | 76,235 | 77,265 | 78,295 |
| Sergeant | 4 | 74,174 | 75,205 | 76,235 | 77,265 | 78,295 | 79,325 | 80,356 | 81,386 | 82,012 | 83,037 |
| Lieutenant | 5 | 80,356 | 81,386 | 82,012 | 83,037 | 84,062 | 85,087 | 86,113 | 87,138 | 88,163 | 89,188 |
| Captain | 6 | 80,356 | 81,386 | 82,012 | 83,037 | 84,062 | 85,087 | 86,113 | 87,138 | 88,163 | 89,188 |

AND BE IT FURTHER RESOLVED, that the effective date of this Resolution shall be JULY 1, 2016.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Sandra Tripp-Jones
City Manager

BY: _____
Donald Sydnor, Council President
And Acting Mayor

Adopted the _____ day of June, 2016

BUDGET ORDINANCE FY 2017

ORDINANCE NO. 1082

AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND, TO ADOPT AND APPROVE THE BUDGET FOR FISCAL YEAR 2017 WHICH APPROPRIATES THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF CAMBRIDGE, MARYLAND, FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017.

WHEREAS, in accordance with the requirement of Maryland Annotated Code, Title 5 of the Local Government Article, and Section 3-25 of the Charter of the City of Cambridge, it is the determination of the Commissioners of Cambridge that an ordinance should be enacted to budget and appropriate funds for the operation of the government and administration of the City of Cambridge in the fiscal year beginning July 1, 2016 and ending June 30, 2017 (“Fiscal Year 2017”), and to set the property tax rates for the said Fiscal Year 2017; and

WHEREAS, the City Manager, as required by City Charter, has prepared and presented to the Mayor and Commissioners of Cambridge a proposed budget outlining the anticipated expenditures and transfers for Fiscal Year 2017; and the said proposed budget includes the estimated revenues and other financing sources required, and establishes the proposed tax rates for all real and personal property; and

WHEREAS, the Commissioners of Cambridge held scheduled budget work sessions and held a public hearing on the proposed budget on May 23, 2016, after notice thereof was published in a newspaper having general circulation in the City of Cambridge, and which was posted on the City’s website; and

WHEREAS, the Commissioners of Cambridge, adopt this Ordinance for the purpose of adopting and approving an operating budget for the City of Cambridge for Fiscal Year 2017; defraying all expenses and liabilities of the City of Cambridge and levying same for the purposes specified.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE: that the Tax Levy for the tax year beginning July 1, 2016 and ending June 30, 2017, shall be: (a) a tax of \$0.7989 on every One Hundred Dollars (\$100.00) of assessed valuation of real property within the corporate limits of the City of Cambridge, and (b) a tax rate of \$1.69 on every One Hundred Dollars (\$100.00) of the assessed value of all personal property in the corporate limits of the City of Cambridge; and

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that from and out of the moneys and balances known to be in the General Fund, the Marina Fund, the Sewer Fund, the M.U.C. Fund and the Internal Service Fund of the City of Cambridge, Maryland, and

from all moneys anticipated to come into all funds during the twelve (12) month period ending June 30, 2017, there shall be, and hereby are, appropriated the following sums for use by the several departments and offices of the City of Cambridge, and for the objects, services and purposes for the City must provide during Fiscal Year 2017:

GENERAL FUND REVENUES

| | |
|-------------------------|---------------------|
| Taxes: | \$8,541,871 |
| Licenses and Permits: | 490,100 |
| Intergovernmental: | 361,007 |
| Charges for Services: | 778,400 |
| Fines & Forfeitures: | 55,000 |
| Miscellaneous Revenues: | 96,180 |
| TOTAL: | \$10,332,558 |

GENERAL FUND APPROPRIATIONS BY ACTIVITY

| | |
|------------------------------------|---------------------|
| Administration: | \$ 1,192,409 |
| Public Safety-Police Department: | 4,947,501 |
| Public Safety-Rescue Fire Company: | 623,491 |
| Public Works: | 4,891,498 |
| Lapse Time: | (180,000) |
| Transfers Out: | 258,585 |
| Appropriated Reserve: | 100,000 |
| Overhead Allocation: | (1,510,926) |
| TOTAL: | \$10,332,558 |

| | |
|---|---------------------|
| Total General Fund Revenues: | \$10,332,558 |
| Total General Fund Appropriations: | \$10,332,558 |
| Difference: | \$ - |

MARINA FUND REVENUES

| | |
|-----------------------------|-------------------|
| Service Charges: | \$ 373,800 |
| Miscellaneous Revenues: | 300 |
| Transfer from General Fund: | 258,585 |
| TOTAL: | \$ 632,685 |

MARINA FUND APPROPRIATIONS BY ACTIVITY

| | |
|----------------------|------------------|
| Marina Operations: | \$ 524,762 |
| Overhead Allocation: | 107,923 |
| TOTAL: | \$632,685 |

| | |
|--|-------------------|
| Total Marina Fund Revenues: | \$ 632,685 |
| Total Marina Fund Appropriations: | \$ 632,685 |
| Difference: | \$ -0- |

SEWER FUND REVENUES

| | |
|-------------------------|---------------------|
| Service Charges: | \$ 4,259,700 |
| Inter-Governmental: | 240,000 |
| Miscellaneous Revenues: | 1,500 |
| TOTAL: | \$ 4,501,200 |

SEWER FUND APPROPRIATIONS BY ACTIVITY

| | |
|-----------------------|---------------------|
| Sewer Services: | \$ 2,932,366 |
| Utility Maintenance: | 159,006 |
| Overhead Allocation: | 1,403,003 |
| Appropriated Reserve: | 6,825 |
| TOTAL: | \$ 4,501,200 |

| | |
|--|--------------------|
| Total Marina Fund Revenues: | \$4,501,200 |
| Total Marina Fund Appropriations: | \$4,501,200 |
| Difference: | \$ -0- |

M.U.C. FUND REVENUES

| | |
|-------------------------|---------------------|
| Service Charges: | \$ 1,965,104 |
| Miscellaneous Revenues: | 13,500 |
| TOTAL: | \$ 1,967,604 |

M.U.C. FUND APPROPRIATIONS BY ACTIVITY

| | |
|-----------------|--------------------|
| Administration: | \$ 720,212 |
| Operations: | 1,247,392 |
| TOTAL: | \$1,967,604 |

| | |
|--|--------------------|
| Total M.U.C. Fund Revenues: | \$1,967,604 |
| Total Marina Fund Appropriations: | \$1,967,604 |
| Difference: | \$ -0- |

INTERNAL SERVICE FUND REVENUES

| | |
|------------------|-------------------|
| Service Charges: | \$ 600,000 |
| TOTAL: | \$ 600,000 |

INTERNAL SERVICE FUND APPROPRIATIONS BY ACTIVITY

| | |
|------------------------------------|--------------------|
| Fixed Costs: | \$ 288,860 |
| Claim Costs: | 740,807 |
| Employee/retiree/MUC contributions | (429,667) |
| TOTAL: | \$1,029,667 |

| | |
|--|-------------------|
| Total Internal Service Fund Revenues: | \$ 600,000 |
| Total General Fund Appropriations: | \$ 600,000 |
| Difference: | \$ -0- |

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections; and

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that the outstanding encumbrances at Fiscal Year 2016 year-end shall be considered revenues for Fiscal Year 2017 at June 30, 2016 and re-appropriated, by this budget ordinance, in Fiscal Year 2017 for the purposes set forth in the budget ordinance for the Fiscal Year 2016, unless otherwise appropriated by the Commissioners of Cambridge; and

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that pursuant to Section 5-205(b)(4) of the Local Government Article, Annotated Code of Maryland, any transfer of funds between appropriations as set forth herein must be approved by a vote of at least two-thirds (2/3) of the elected City Commissioners; and

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that this Ordinance shall take effect July 1, 2016.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Sandra Tripp-Jones
City Manager

By: _____ (Seal)
Donald Sydnor, Council President
Acting Mayor

Introduced on the ____ day of JUNE, 2016.

Adopted this _____ day of JUNE, 2016

ORDINANCE NO. 1083

AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND ("THE COMMISSIONERS"), TO AMEND SECTION 18-1, of CHAPTER 18 "WATER" OF THE CODE OF LAWS OF THE CITY OF CAMBRIDGE, TO AMEND THE RATES OR WATER SERVICE.

IT IS HEREBY ENACTED AND ORDAINED by the Commissioners of Cambridge that Section 18-1 entitled of Chapter 18 of the Code of Laws of the City of Cambridge, is hereby amended to incorporate the following rates and fees:

ARTICLE I. IN GENERAL

Sec. 18-1. Water service; rates.

Pursuant to the authority granted to it by the city charter, the municipal utilities commission hereby assumes the obligation of maintaining a water system for the dispersal of water and invokes the following regulations pursuant thereto, hereby declaring that it is unlawful for anyone to obtain water in violation thereof:

All extensions to the system are to be made at the expense of those desiring such extension, and the property owners involved in such extension shall make suitable payment to the commission in accordance with the commission's current applicable rules and regulations.

The following schedule of water rates and charges is hereby promulgated and adopted for the services and use of the water supply and distribution system of the city's municipal utilities commission:

Municipal Utilities Commissions Fees and Charges

- The following rate tariff shall apply to all Municipal Utilities Commission customers. Within the City limits, regardless of whether the user is a residential, commercial, industrial or municipal account. All customers outside of the City limits will be charged 200% of the within City rates and charges.

- All accounts shall be billed monthly, using monthly meter readings.

- Minimum Charge per Month
 - 5/8" Meter \$8.69
 - 3/4" Meter \$8.83
 - 1" Meter \$15.50
 - 1 ½" Meter \$33.21
 - 2" Meter \$55.35

| | |
|------------|----------|
| ○ 3" Meter | \$119.56 |
| ○ 4" Meter | \$243.57 |
| ○ 6" Meter | \$553.56 |
| ○ 8" Meter | \$996.42 |

Meter Quantity Charge
(Subject to the Minimum Charge)

Meter Quantity Charge

| | |
|----------------------------------|------------------------|
| ○ For the first 13,000 gallons | 2.10 per 1,000 gallons |
| ○ For the next 17,000 gallons | 2.00 per 1,000 gallons |
| ○ For the next 70,000 gallons | 1.82 per 1,000 gallons |
| ○ For the next 200,000 gallons | 1.72 per 1,000 gallons |
| ○ For the next 2,700,000 gallons | 1.49 per 1,000 gallons |
| ○ For all over 3,000,000 gallons | 0.86 per 1,000 gallons |
| ○ (Manufacturing only) | |

- **Unit Billing**

- Any meter size servicing more than one (1) residential living unit, whether apartment, townhouse, etc., will have a minimum monthly bill of whatever the current minimum single family house times the number of units serviced, or actual consumption based on current rates, whichever is greater.
- If a meter is servicing residential units and commercial operation, the commercial operation will be considered one (1) unit.

- **Turn Off/On Charges**

| | |
|--|-----------|
| ○ Turn-off for permanent cessation of services | No charge |
| ○ Turn-on after shutoff for delinquency | \$50 |
| ○ Turn-off during nonbusiness hours | \$100 |
| ○ Turn-off/Turn-on for customer's convenience | \$15 |
| ○ Turn-on charges for new customers and reactivation of prior services | \$50 |

The municipal utilities commission has the right to inspect properties for the purpose of determining compliance with the provisions of the section, and to review the commercial units and/or share sanitary facilities.

Standby service schedule: Commercial and industrial activities which do not use municipal water for their entire needs and which are supplied with fire service or standby operational service shall be metered by the municipal utilities commission at the owner's expense and shall pay for all water used at the minimum charge rate.

Municipal service: Fire hydrant (hydrants in county only) rental rate per annum is \$12.50 plus the surcharge equal to the surcharge for out-of-town users as set forth in section 18-5 hereof.

Building and construction rates: Water for construction work will be supplied by meter measurement at meter rates.

Fire line service: For maintaining fire service standby lines, the following yearly rates shall apply:

- Fire Line Service
 - Less than 2 inches \$40.00/annual
 - 2 inches \$80.00/annual
 - 4 inches \$120.00/annual
 - 6 inches \$120.00/annual
 - 8 inches \$180.00/annual
 - 10 inches \$240.00/annual

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE
that this Ordinance shall take effect July 1, 2016.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Sandra Tripp-Jones
City Manager

BY: _____
Donald Sydnor, Council President
Acting Mayor

I
Introduction and First Reading on the ___ day of JUNE, 2016

Second Reading and Adoption on the ___ day of JUNE, 2016

Effective date: JULY 1, 2016

PROPOSED ORDINANCE

ORDINANCE NO. 1084

AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND ("THE COMMISSIONERS"), TO AMEND SECTION 4-42 "REGISTRATION OF NON-OWNER OCCUPIED RESIDENTIAL DWELLING UNITS, OF CHAPTER 4 "BUILDINGS AND HOUSING" OF THE CODE OF LAWS OF THE CITY OF CAMBRIDGE, TO AMEND SUBSECTION 4-42(b) TO PROVIDE THAT THE ANNUAL REGISTRATION FEE FOR NON-OWNER OCCUPIED RESIDENTIAL UNITS SHALL BE ESTABLISHED BY RESOLUTION OF THE CITY COUNCIL.

IT IS HEREBY ENACTED AND ORDAINED by the Commissioners of Cambridge that Section 4-42, Subsection (b) of Chapter 4 of the Code of Laws of the City of Cambridge, is hereby amended to read as follows:

Sec. 4-42. - Registration of non-owner occupied residential dwelling units.

(b) For each such non-owner occupied residential dwelling unit, there shall be an annual registration fee [~~of \$40.00~~] as established by resolution duly approved by the Commissioners of Cambridge, to be paid at the time the owner files the annual registration statement. For any two-family dwelling or multiple-unit dwelling the registration fee shall apply to each individual residential dwelling unit within the structure.

BE IT FURTHER ORDAINED BY THE COMMISSIONERS OF CAMBRIDGE that this Ordinance shall take effect immediately upon its passage.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Sandra Tripp-Jones
City Manager

BY: _____
Donald Sydnor, Council President
Acting Mayor

Introduction and First Reading on the 13TH day of JUNE, 2016
Second Reading and Adoption on the 20TH day of JUNE, 2016