

## **SECTION IV**

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### **REVENUE**

# REVENUE

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## REVENUE CATEGORIES

City revenues are divided into six basic categories recommended by the Massachusetts Uniform Municipal Accounting System: charges for services, fines and forfeits, intergovernmental revenue, licenses and permits, miscellaneous revenue, and taxes. The revenues described in this section are received in the General, Parking, Water, and Grant Funds.

## REVENUE ASSUMPTIONS

The City's practice is to budget revenues conservatively. Revenue requests for FY24 are based on FY22 actual and FY23 projected collections, historical trends, and anticipated changes that impact particular revenues. In FY22, the City met its budgeted revenue in the aggregate, even as some individual sources fell below budgeted amounts due to the lingering impacts of the COVID-19 crisis. Many revenue sources that declined during the pandemic have rebounded and will continue to be monitored.

The Finance Department annually reviews license and permit fees, charges for services, and fines and forfeits charged by City departments. Increases to these amounts proposed in FY24, for the most part, have not been reflected in the budget, in keeping with the practice to obtain actual revenue history prior to budgeting an increase in revenue. In addition, the economic outlook, planned use of reserves, and ongoing analysis of revenue collections also contribute to the estimates of non-property tax revenues.

## MAXIMIZING NON-TAX REVENUE

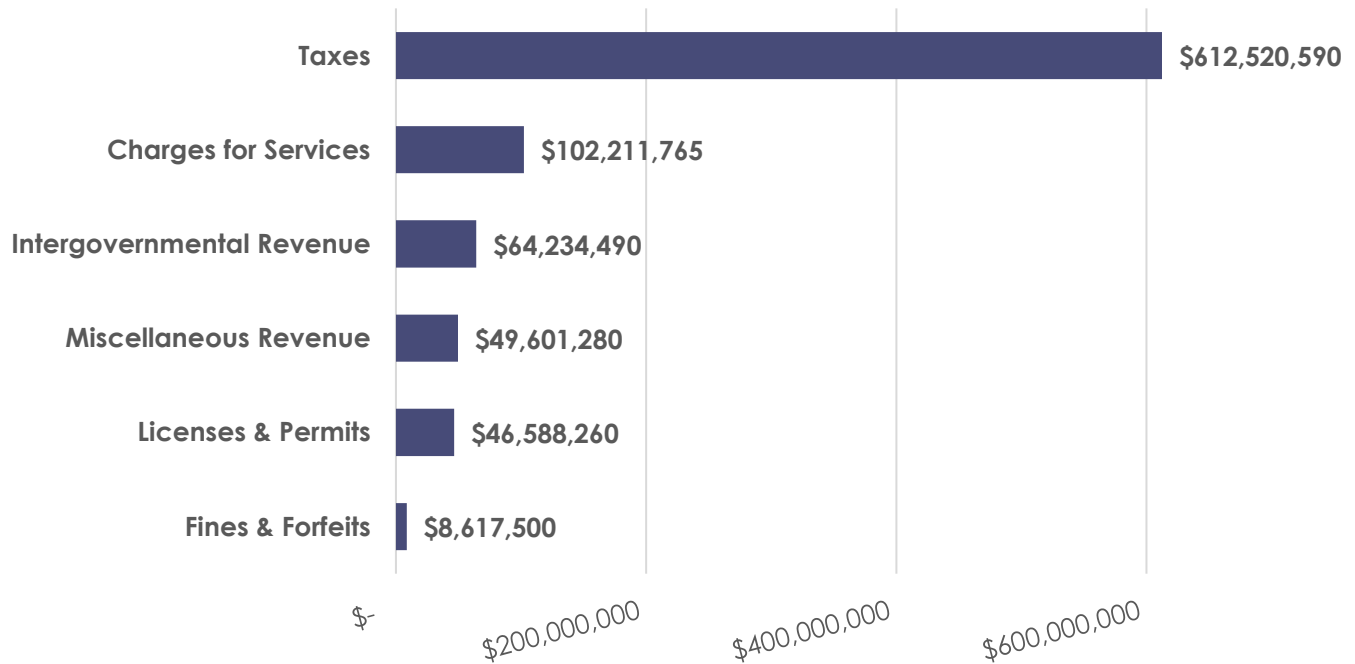
The City will continue its policy of maximizing alternative revenue sources to lower residents' tax burden for City services through enforcing license and permit policies, charging users for specific services where feasible, and collecting outstanding parking fines. Several key non-property tax revenues will be reviewed again in the fall as part of the property tax and classification process. The total property tax levy is projected to increase by 9.2% in FY24, or by \$48.8 million from the FY23 property tax levy.

## FIVE YEAR BUDGETED REVENUE ANALYSIS

REVENUE CATEGORY	FY20	FY21	FY22	FY23	FY24
CHARGES FOR SERVICES	\$91,176,760	\$93,436,400	\$89,969,745	\$93,475,125	\$102,211,765
FINES & FORFEITS	\$10,177,370	\$10,490,475	\$8,509,000	\$8,508,000	\$8,617,500
INTERGOVERNMENTAL REVENUE	\$51,350,145	\$54,553,800	\$55,334,540	\$61,742,295	\$64,234,490
LICENSES AND PERMITS	\$20,255,620	\$22,738,570	\$27,483,425	\$42,474,205	\$46,588,260
MISCELLANEOUS REVENUE	\$22,631,620	\$26,573,515	\$26,840,865	\$30,837,540	\$49,601,280
TAXES	\$482,792,720	\$507,471,465	\$540,083,115	\$564,414,705	\$612,520,590
<b>TOTAL</b>	<b>\$678,384,235</b>	<b>\$715,264,225</b>	<b>\$748,220,690</b>	<b>\$801,451,870</b>	<b>\$883,773,885</b>

# REVENUE

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY

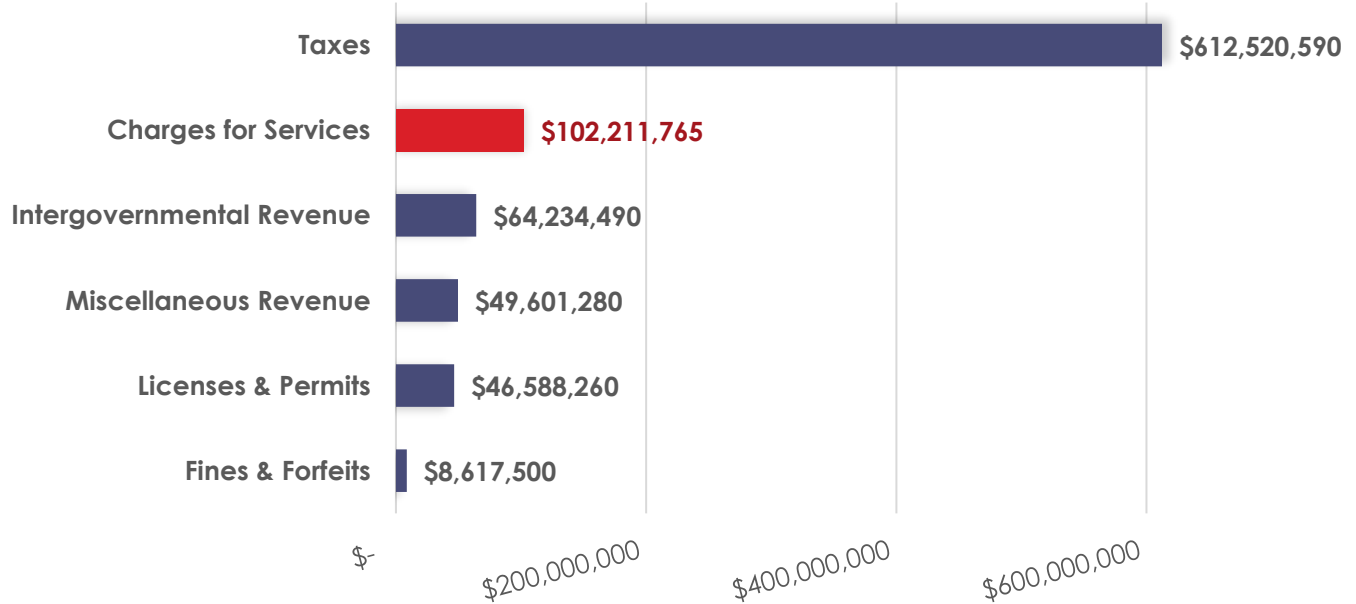


### OPERATING BUDGET

FINANCING PLAN BY SOURCE	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
CHARGES FOR SERVICES	\$92,721,065	\$96,522,890	\$102,211,765
FINES & FORFEITS	\$9,445,765	\$10,353,900	\$8,617,500
INTERGOVERNMENTAL REVENUE	\$56,034,175	\$63,265,280	\$64,234,490
LICENSES AND PERMITS	\$49,387,810	\$51,944,200	\$46,588,260
MISCELLANEOUS REVENUE	\$27,676,415	\$35,130,835	\$49,601,280
TAXES	\$527,411,075	\$573,042,930	\$612,520,590
<b>TOTAL REVENUE</b>	<b>\$762,676,305</b>	<b>\$830,260,035</b>	<b>\$883,773,885</b>
<b>PROGRAM EXPENDITURES</b>			
GENERAL GOVERNMENT	\$75,658,475	\$73,851,785	\$79,248,160
PUBLIC SAFETY	\$158,436,220	\$168,931,850	\$186,828,465
COMMUNITY MAINTENANCE AND DEVELOPMENT	\$167,991,285	\$179,027,315	\$219,730,310
HUMAN RESOURCE DEVELOPMENT	\$56,930,305	\$66,292,435	\$80,463,810
EDUCATION	\$221,315,440	\$232,389,140	\$245,000,000
INTERGOVERNMENTAL	\$64,455,990	\$70,580,000	\$72,503,140
<b>TOTAL EXPENDITURES</b>	<b>\$744,787,715</b>	<b>\$791,072,525</b>	<b>\$883,773,885</b>

# CHARGES FOR SERVICES

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY

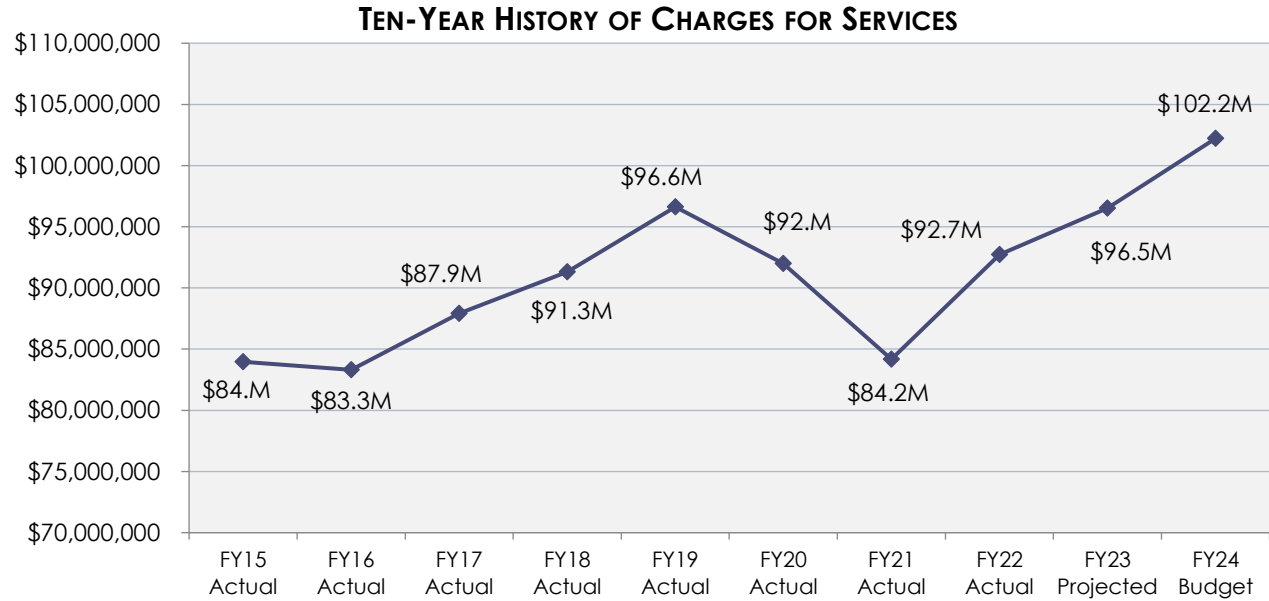


## CHARGES FOR SERVICES SUMMARY

CHARGES FOR SERVICES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
FEES	\$7,664,060	\$8,210,545	\$8,006,240
OTHER CHARGES FOR SERVICES	\$1,992,200	\$2,072,640	\$2,426,840
PARKING	\$10,564,530	\$9,710,000	\$11,010,695
SEWER SERVICE CHARGE,	\$56,038,040	\$60,777,005	\$64,537,255
WATER UTILITY REVENUE	\$16,462,235	\$15,752,700	\$16,230,735
<b>TOTAL</b>	<b>\$92,721,065</b>	<b>\$96,522,890</b>	<b>\$102,211,765</b>

# CHARGES FOR SERVICES

Charges for services are an important revenue source to maintain the level of services provided to the community. With a limit on tax revenues, the City must impose charges for the delivery of some services. Fees are flexible and adjustable in accordance with inflation and demand levels. User fees are often a more equitable funding mechanism than taxes because those who benefit from the service directly pay for that service. The user fees also allow the City to recover the cost of providing services, such as water and sewer, to tax exempt institutions. Service charges and user fees will account for 11.6% of total operating revenues.



# CHARGES FOR SERVICES

## FEES

FY24: \$8,006,240\*

FEES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
ADMINISTRATIVE	<u>\$356,470</u>	<u>\$332,350</u>	<u>\$332,700</u>
Certified Copies	\$233,675	\$226,000	\$226,000
Document Sales	\$155	\$20	\$700
Domestic Partners	\$5,545	\$5,000	\$5,000
Misc. Clerk's Fees	\$27,645	\$30,000	\$30,000
Municipal Liens	\$88,000	\$70,000	\$70,000
Photocopy/Reproduction	\$1,450	\$1,330	\$1,000
ELECTRICAL	<u>\$1,141,180</u>	<u>\$1,109,000</u>	<u>\$1,109,000</u>
Cut-Out/Plug-Out Fee	\$38,825	\$35,000	\$35,000
Fire Alarm Box Charge	\$177,200	\$174,000	\$174,000
Signal Maintenance Fee	\$925,155	\$900,000	\$900,000
HEARING/FILING	<u>\$172,345</u>	<u>\$169,500</u>	<u>\$169,500</u>
Board of Zoning Appeals	\$137,255	\$135,000	\$135,000
Conservation Commission	\$5,675	\$1,500	\$1,500
License Hearing Fees	\$29,415	\$33,000	\$33,000
HUMAN SERVICES	<u>\$4,318,000</u>	<u>\$4,974,695</u>	<u>\$4,817,500</u>
Athletic Leagues	\$1,910	\$6,000	\$6,000
Childcare Tuition	\$1,277,090	\$1,500,000	\$1,400,000
Community Schools	\$1,346,805	\$1,500,000	\$1,600,000
Field Permits	\$100,795	\$140,000	\$140,000
Golf Course	\$1,124,520	\$1,262,695	\$1,060,500
King Open Extended Day	\$192,190	\$160,000	\$220,000
Recreational Activities	\$155,985	\$300,000	\$275,000
Senior Activities	\$42,045	\$25,000	\$25,000
Special Needs	\$12,280	\$11,000	\$11,000
Youth Programs	\$64,380	\$70,000	\$80,000
PUBLIC SAFETY	<u>\$1,676,065</u>	<u>\$1,625,000</u>	<u>\$1,577,540</u>
Agency Fee	\$8,485	\$7,500	\$7,000
Fire Detail Surcharge	\$254,690	\$280,000	\$180,000
Inspectional Details	\$17,055	\$12,500	\$10,000
Police Detail Surcharge	\$308,990	\$275,000	\$300,000
Rescue Service Fees	\$925,350	\$918,000	\$945,540
Sealing Inspection	\$21,815	\$22,000	\$21,000
Smoke Detectors	\$77,050	\$51,000	\$51,000
Towing Surcharge	\$62,630	\$59,000	\$63,000
<b>TOTAL REVENUE</b>	<b>\$7,664,060</b>	<b>\$8,210,545</b>	<b>\$8,006,240</b>

\*Does not include revenue (\$30,000 in golf course fees and \$48,000 in recreational activity fees) that will be used in the Capital Budget.

# CHARGES FOR SERVICES

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## ADMINISTRATIVE FEES

- **Certified Copies of Documents.** The City Clerk's Office issues a wide variety of certified copies of official documents. The Clerk's Office charges \$10 for birth, death, marriage, and domestic partnership certificates.
- **Document Sales.** The Election Commission receives revenue from the sale of the annual street listing book.
- **Domestic Partners.** The City Clerk issues a certificate of Domestic Partnership. The fee is \$35 per certificate (filing fee).
- **Miscellaneous City Clerk Charges.** The City Clerk collects fees for the issuance of miscellaneous certificates such as physician and business registrations and constable swearing-in fees. Miscellaneous charges also include zoning and municipal ordinance fees and the filing fee for a zoning petition.
- **Municipal Lien Certificates.** The Finance Department issues a certificate indicating any tax or utility charges outstanding on a particular parcel of property to an individual requesting the information, within 10 days of the request. The cost ranges from \$25 to \$150 depending on the type of property.
- **Reproduction Services.** A number of departments charge for the reproduction of department records and reports. In accordance 950 CMR 32.07(2), promulgated pursuant to Massachusetts General Laws Chapter 66, Section 10, the City is entitled to charge for photocopying costs at \$0.05 per page for black and white copies, and the actual cost incurred in providing copies not susceptible to ordinary means of reproduction. As a courtesy, the City waives the fee for the first fifty pages of black and white copies on letter or legal paper.

## ELECTRICAL FEES

- **Cut-Out/Plug-Out Fee.** A fee of \$25 is assessed for the disconnection and reconnection of private systems to the City's system for repairs and maintenance to the private system. This fee is assessed for disconnects and reconnects that exceed two in one week.
- **Fire Alarm Box Charge.** An annual fee of \$400 is charged for every private master fire alarm box connected to the City's alarm system.
- **Signal Maintenance Fee.** A fee is assessed to disconnect or reconnect a privately-owned master box on private buildings if the service was provided after hours. This fee reimburses the City for overtime costs.

## HEARING/FILING FEES

- **Board of Zoning Appeal.** Fees are collected by the Inspectional Services Department for petitioning the Board of Zoning Appeal for variances, special permits, and appeals relating to the Zoning Ordinance.
- **Conservation Commission.** Under Massachusetts General Laws, Chapter 131, section 40, any individual who proposes to alter land adjacent to water bodies, bordering vegetated wetlands, or within 100 feet of same, or land subject to flooding, must apply to the local conservation commission for a permit. The state regulations define the filing fees associated with these applications on a sliding scale based on location and the nature of the proposed alteration. Fifty percent of the filing fee plus \$25 is payable to the City. The list of project categories and associated fees can be found at 310 CMR 10.03(7)(c).

## CHARGES FOR SERVICES

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- **License Application and Hearing Fees.** There are certain petitions/applications that require a hearing before the Board of License Commissioners. For those, if the application must be advertised in the newspaper, the applicant pays a \$175 hearing and advertising fee. If a hearing is required but no advertisement is required, the applicants pays \$100 hearing fee. There are approximately 150 petitions/applications that require a hearing each year. For alcohol license applications, there is also an application processing fee of \$25. For Special Noise Variance applications there is a non-refundable, non-transferrable \$75 application fee. For Pole and Conduit petitions not related to small cell attachments, there is a \$200 non-refundable, non-transferrable fee. Small Cell installation petitions also require a fee that is set pursuant to the City's Small Cell Installation Policy.

### HUMAN SERVICE PROGRAM FEES

- **Athletic Leagues.** The Recreation Division sponsors and supports youth athletic leagues, primarily in the summer. In FY23 there was a resurgence in participation across all leagues, especially the Medina Dixon Instructional League for Girls.
- **Childcare Tuition.** Preschool programs are held at King, Kennedy/Longfellow, Morse, Peabody, 119 Windsor St., King Open and Haggerty School. After-school programs are located at the Morse, King, Fletcher/Maynard Academy, and Peabody Schools. Both Preschool and Afterschool use sliding scale tuition rates to ensure childcare services are available to Cambridge families. Tuition rates are adjusted each year based on HUD Area Median Income.
- **Community Schools Revenue.** This category includes revenues received from summer camps and school year programs offered by the Community Schools throughout the city. In FY22, new sliding scale tuition rates were implemented across all programs. The newly implemented sliding fee scales allowed us to prioritize our services to Cambridge's underserved populations.
- **Field Permits.** A permit fee of \$120 is required per two-hour period of field use. Fees are waived to all schools, youth leagues, and City sponsored events.
- **Golf Course.** The Thomas P. O'Neill, Jr. Golf Course at Fresh Pond is supported by membership dues and fees. \$60,500.00 of total revenues is allocated to Debt Service for Golf Course improvements.
- **King Open Extended Day Program.** The Department of Human Service Programs jointly administers an Extended Day Program with the King Open School. Revenue from tuition is used to fund the program. In FY23, King Open Extended Day increased capacity to pre-pandemic numbers and uses the current Department sliding scale tuition rates across all classrooms.
- **Recreational Activities.** The War Memorial Recreation Center provides year-round evening adult classes and weekend children's activities and classes. The revenue from this wide range of classes is used to pay instructors and cover minimum equipment costs.
- **Senior Activities/Council on Aging.** Funds are generated from various classes and activities offered by the Council on Aging. In FY23 programming was a mix of in-person and virtual. Fees are not collected currently for virtual classes. Funds received from Somerville Cambridge Elder Services support staffing.
- **Special Needs.** Revenues from Camp Rainbow and school year special needs activities are generated through participant registration fees.
- **Youth Programs.** These funds are generated from tuition for the pre-teen year-round program, summer and vacation camps, and from teen membership fees, and are used to offset program expenses. CYP uses sliding scale tuition rates across all Youth Centers.



# CHARGES FOR SERVICES

## PUBLIC SAFETY FEES

- **Agency Fee.** This fee is paid by other agencies and private businesses for having Cambridge police officers assist in arrests made by their security personnel.
- **Fire Detail Surcharge.** The City receives a 10% surcharge for the private use of off-duty firefighters.
- **Inspectional Details.** The Inspectional Services Department charges businesses requiring an inspection that is not an emergency and does not occur during normal working hours.
- **Police Detail Surcharge.** The City receives a 10% surcharge for the private use of off duty police officers.
- **Rescue Service Fees.** The Emergency Medical Services paramedic plan improves Advanced Life Support services in the City by utilizing firefighters/paramedics from the Fire Department and Professional Ambulance to dramatically improve response capabilities throughout the City. This allows the City to increase its third party revenues for transport fees and advanced life support services included in the Fire Department Budget.
- **Sealing Inspection.** In accordance with Massachusetts General Laws, Chapter 98, the Sealer of Weights and Measures tests for accuracy and seals commercially used measurement devices.
- **Smoke Detectors.** A \$50 fee is charged for a smoke/carbon monoxide detector compliance inspection, as mandated by MGL, Chapter 148. This revenue is used to fund the Fire Budget.
- **Towing Surcharge.** The City receives \$7 of each towing charge paid in the City. The revenue is used to fund the Police Budget.

## OTHER CHARGES FOR SERVICES

**FY24: \$2,426,840**

OTHER CHARGES FOR SERVICES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Cable Franchise License Fees	\$1,087,600	\$1,088,005	\$1,089,585
Cemetery Fees	\$256,785	\$275,000	\$275,000
Rent of City Property	\$602,105	\$666,135	\$717,255
Short-Term Rental Community Impact Fee	\$0	\$0	\$300,000
White Goods	\$45,710	\$43,500	\$45,000
<b>TOTAL</b>	<b>\$1,992,200</b>	<b>\$2,072,640</b>	<b>\$2,426,840</b>

## CABLE FRANCHISE LICENSE FEES

Revenues are received from Comcast according to the Cable Television License agreement with the City. The revenue received by the City is calculated based on Comcast cable revenues and the number of subscribers.

## CEMETERY FEES

The Public Works Department maintains the Cambridge Cemetery. Fees help support the cost of operating the cemetery. The fee for a single grave opening is \$1,500 and a cremation opening is \$320.

## RENT OF CITY PROPERTY

The City will receive rent proceeds (\$572,635) from the Cambridge Housing Authority for tenancy at 5 Western Avenue as an offset to the Debt Service costs for the renovation of the Alice K. Wolf Center. In addition, the City will receive \$51,000 from the Cambridge YWCA for emergency family housing located in a City-owned building and from the New School of Music, located on Lowell Street. These funds are used to support the Public Works Budget.

# CHARGES FOR SERVICES

## SHORT-TERM RENTAL COMMUNITY IMPACT FEE

MGL chapter 64G authorizes municipalities to charge a 3% community impact fee on short-term rentals. This revenue is used to support affordable housing.

## WHITE GOODS

Large appliances containing refrigerants, metal, and other materials that are banned from the municipal waste stream must be scheduled for special pick-up by the Public Works Department. The Department offers online applications for these permits through the City's website in addition to in-person sales.

## PARKING

**FY24: \$11,010,695\***

PARKING CHARGES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Boot Removal Fees	\$8,750	\$10,000	\$15,000
Business Parking Permits	\$59,195	\$60,000	\$60,000
Meter Collection	\$3,795,740	\$4,000,000	\$4,105,780
Parking Garages	\$4,619,325	\$3,540,000	\$4,729,915
Parking Lots	\$626,965	\$600,000	\$650,000
Resident Stickers	\$852,170	\$850,000	\$850,000
Use of Meters	\$602,385	\$650,000	\$600,000
<b>TOTAL</b>	<b>\$10,564,530</b>	<b>\$9,710,000</b>	<b>\$11,010,695</b>

\*Does not include \$221,085 in parking revenues that will be used in the Capital Budget.

## PARKING FUND

This fund consists of revenue from meter permits, meter collections, resident parking stickers, parking lots and garages, parking fines (see Fines and Forfeits) and interest earnings (see Miscellaneous Revenue). These revenues are then distributed to help fund programs permitted under Chapter 44 of the Massachusetts General Laws. In addition to funding the Traffic, Parking, and Transportation (TP+T) budget, parking fee revenue will also support the Police Department (\$1,116,355) and Cherry Sheet Assessments (\$174,940).

## BOOT REMOVAL FEE

This fee is assessed for the removal of boot devices used to immobilize cars belonging to parking ticket scofflaws with five or more outstanding tickets.

## BUSINESS PARKING PERMITS

Business parking permits are issued by TP+T on a limited basis to accommodate users who travel around the city for work-related purposes to provide services to residents.

## METER COLLECTIONS

The rate for on-street meters ranges from \$1 - \$2 per hour. Time limits vary by location.

## PARKING GARAGES

The two municipal parking garages the City operates charge \$4 for the first hour and varying rates for additional time, up to \$30 for 24 hours. There are a total of 1,328 parking spaces in these facilities.

## PARKING LOTS

The City operates nine municipal parking lots with pay stations that accept quarters and credit cards and one metered lot. The rates in these lots range from \$1.25 to \$3 per hour.

# CHARGES FOR SERVICES

## RESIDENT STICKERS

To prevent commuter parking in residential areas, resident parking stickers (\$25) are issued to Cambridge residents to allow them to park in permit-only areas and provide visitor passes for their guests.

## USE OF METERS

Payment is received when a request is made to use metered spaces in conjunction with a street obstruction or closing permit such as when a company requests the use of the metered spaces for construction work. The fee is \$13 per meter per day. Applicants use Viewpoint, the City's Permitting and Licensing system, to submit requests which are reviewed and approved by TP+T.

## SEWER SERVICE

**FY24: \$64,537,255\***

SEWER SERVICES CHARGES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Sewer Connection Fee	\$448,725	\$262,655	\$125,000
Sewer Service Charge	\$55,589,315	\$60,514,350	\$64,412,255
<b>TOTAL</b>	<b>\$56,038,040</b>	<b>\$60,777,005</b>	<b>\$64,537,255</b>

\*Does not include \$3,000,000 in sewer revenues that will be used in the Capital Budget.

## SEWER CONNECTION FEE

The City charges a sewer connection fee for every new plumbing connection into the City's wastewater system. The fee is based on the number of plumbing fixtures, such as sinks or toilets, within the structure that are being connected to the sewer. The rate schedule is as follows: residential (\$45), commercial (\$70), and industrial (\$110). Sewer Connection Fee revenue is allocated to Public Works.

## SEWER SERVICE CHARGE

Each year, the City authorizes a Sewer Service Charge to shift sewer expenditures away from property taxes. Sewer Service charges are included in the General Fund. Implementation of this charge makes the City eligible for sewer construction grants and low-interest loans from the U.S. Environmental Protection Agency and the MA Department of Environmental Protection. The sewer charge shifts some of the burden to the tax-exempt institutions in the city, which are among the largest water users. The FY24 sewer rate increase is 5.1% while the water rate increase is 6.6%, which calculates to a combined rate increase of 5.43%. The Sewer Service Charge revenue is allocated to the following City departments: Finance (\$225,000), Public Works (\$7,195,735), Debt Service (\$26,470,890), Massachusetts Water Resource Authority (\$30,601,130), and Community Development (\$44,500).

## WATER

**FY24: \$16,230,735**

WATER CHARGES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Misc. Water Charges	\$1,222,535	\$1,039,700	\$1,100,000
Water Usage	\$15,239,700	\$14,713,000	\$15,130,735
<b>TOTAL</b>	<b>\$16,462,235</b>	<b>\$15,752,700</b>	<b>\$16,230,735</b>

\*Does not include \$3,205,000 in water usage revenue that will be used in the Capital Budget.

## MISCELLANEOUS WATER CHARGES

The Water Department receives miscellaneous revenue from service renewals, hydrant rentals, cross connection inspections, meter replacements, water works construction permits, fines, meter transmitter unit installations, fire service fees, laboratory bacterial testing, and other services.

# CHARGES FOR SERVICES

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## WATER USAGE

The municipally owned and operated public water utility system provides water to the residents of Cambridge. The City currently bills users on a quarterly basis for water and sewer use. A block rate schedule is used to encourage water conservation and to provide a more equitable billing system. The FY24 rates, effective for all water consumed as of April 1, 2023 represent a 6.6% increase in the water rate and an 5.1% increase in the sewer rate, with a 5.43% increase in the combined rate.

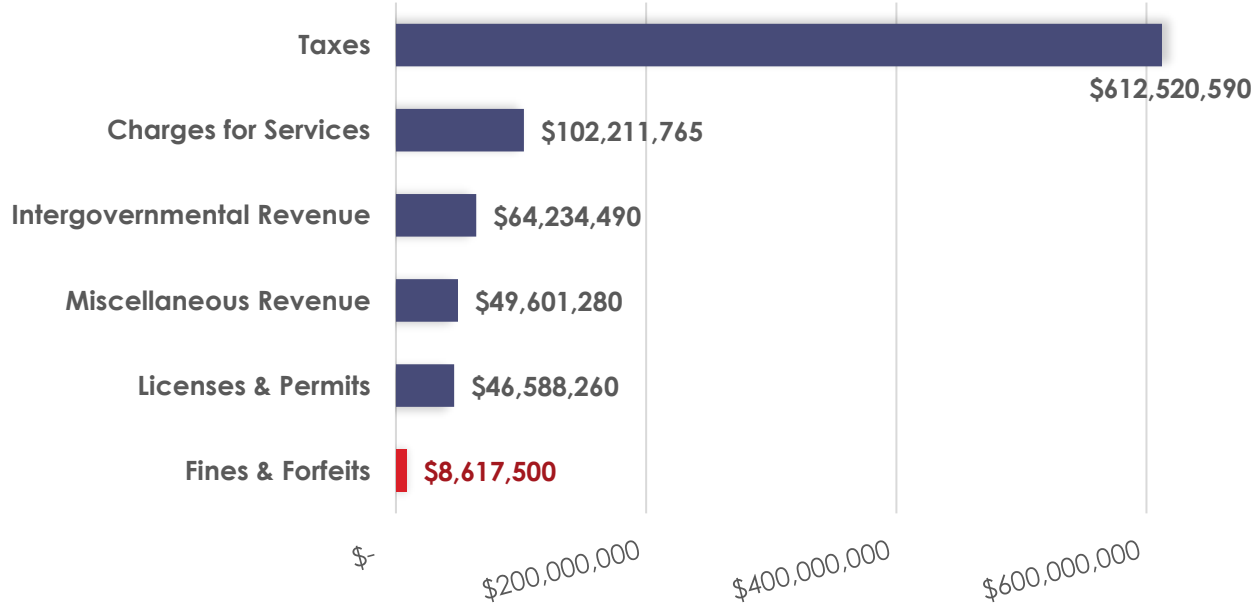
Block	Annual Consumption	Water Rate	Sewer Rate
1	0-40 CeF	\$3.32	\$15.34
2	41-400 CeF	\$3.55	\$16.21
3	401-2,000 CeF	\$3.77	\$17.42
4	2,011-10,000 CeF	\$4.01	\$18.75
5	Over 10,000 CeF	\$4.35	\$19.93

All consumption is measured in hundreds of cubic feet and the rates charged are per hundred cubic feet. One hundred cubic feet equals approximately 748 gallons of water.

In addition to funding the Water Department budget, Water Fund revenues will also support the following City departments: Finance (\$225,000), Public Works (\$462,770), Community Development (\$30,000), and Animal Commission (\$10,000).

# FINES & FORFEITS

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY



### FINES & FORFEITS SUMMARY

FY24: \$8,617,500\*

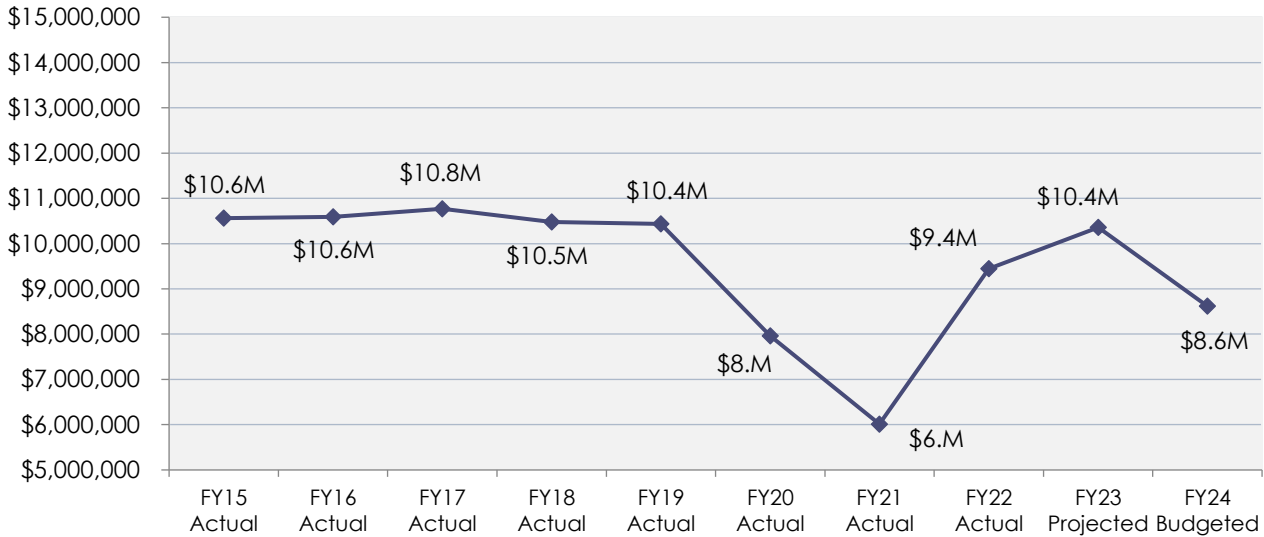
FINES & FORFEITS	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
ANIMALS	\$4,275	\$3,800	\$2,000
BICYCLE	\$620	\$100	\$500
FALSE ALARMS	\$39,935	\$43,000	\$53,000
MOVING VIOLATIONS	\$95,625	\$95,000	\$200,000
NOISE FINES	\$9,600	\$12,000	\$12,000
PARKING	\$9,295,710	\$10,200,000	\$8,350,000
<b>TOTAL</b>	<b>\$9,445,765</b>	<b>\$10,353,900</b>	<b>\$8,617,500</b>

\*Does not include \$1,928,915 in Parking Fine revenue that will be used in the Capital Budget.

# FINES & FORFEITS

Fines & Forfeits are penalties levied for violations of the City's municipal code. Parking fines are the largest revenue source in this category. Fines & Forfeits will account for 1.0% of total operating revenues.

**TEN-YEAR HISTORY OF FINES & FORFEITS**



## ANIMAL FINES

The Animal Commission issues fines for unleashed and unlicensed dogs, failure to dispose of dog waste properly, and failure to comply with regulations in off-leash areas. Dog owners are subject to a fine not exceeding \$50 for each offense for failure to comply to off-leash regulations. Failure to license or display a current dog license results in a \$50 fine. Failure to properly dispose of dog waste is punishable by a fine of not more than \$100 for each offense. Failure to leash your dog is a fine of \$25.

## BICYCLE FINES

The Police Department issues violations of bicycle laws. These fines (\$20) are used for the development and implementation of bicycle programs.

## FALSE ALARM FINES

The Fire Department charges for false alarms exceeding three in any six-month period. After the third fire response, the following fines are assessed: fourth response (\$50), fifth response (\$75), sixth response (\$100), seventh response (\$150), eighth and subsequent response (\$200).

The Police Department charges for false alarms exceeding two in a calendar year. On the third police response, the following fines are assessed: third response (\$20), fourth response (\$50), fifth and subsequent response (\$100).

## HACKNEY FINES

The License Commission issues fines to Cambridge licensed hackney operators/owners and dispatch services for violations of the Cambridge Municipal Code 5.20 or the Hackney Rules and Regulations. The License Commission also issues fines to non-Cambridge licensed hackney operators/owners and other individuals who violate Cambridge Municipal Code 5.20. Cambridge Municipal Code 5.20 does not apply to regulating Transportation Network Companies (TNC). When a Hackney Officer issues a fine to a TNC operator, it is based on traffic law violations. The Board of License Commissioners continues to waive all renewal fees for Hackney Driver's Licenses.

# FINES & FORFEITS

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## **MOVING VIOLATIONS**

Non-parking offenses result in fines for moving violations. Among the violations included in this category are speeding, passing in the wrong lane, and failing to stop at a traffic signal. These fines, collected by the Registry of Motor Vehicles, are distributed to the City on a monthly basis and used as revenue in the Police Department Budget.

## **NOISE FINES**

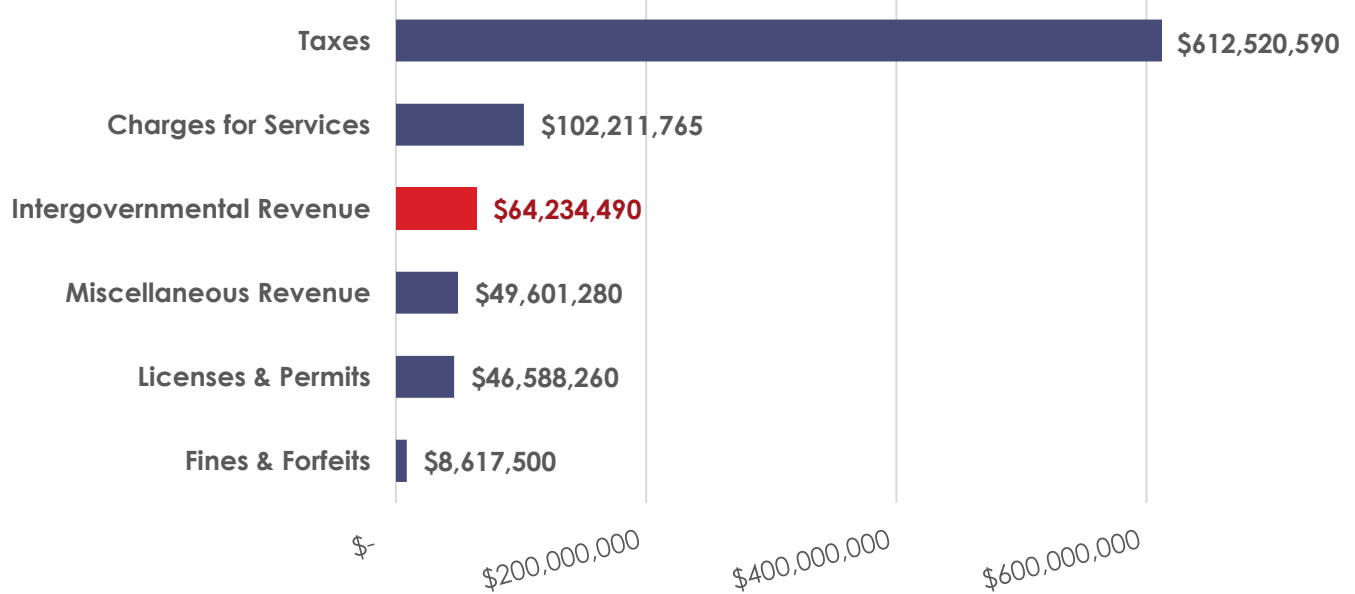
Pursuant to Cambridge Municipal Code Noise Ordinance 8.16, the License Commission may issue fines to any person, business, or licensee which violates the provisions therein. The fines issued can be of up to \$300 per violation, per day.

## **PARKING FINES**

The timely collection of Parking Fines is supported by a computerized collection and processing database, the boot program, and the fact that violators are prohibited from renewing their driver's license, registration, or obtaining a resident parking permit until all outstanding tickets are paid in full. In addition to funding the TP+T budget, Parking Fines will also support the Police Department (\$2,603,425) and School Department (\$100,000).

# INTERGOVERNMENTAL REVENUE

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY



## INTERGOVERNMENTAL REVENUE SUMMARY

INTERGOVERNMENTAL REVENUE	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
FEDERAL GRANTS	\$996,125	\$1,115,675	\$1,040,135
OTHER INTERGOV. REVENUE	\$10,763,470	\$11,590,020	\$12,883,510
STATE CHERRY SHEET REV.	\$44,139,350	\$50,376,445	\$50,162,945
STATE GRANTS	\$135,230	\$183,140	\$147,900
<b>TOTAL</b>	<b>\$56,034,175</b>	<b>\$63,265,280</b>	<b>\$64,234,490</b>



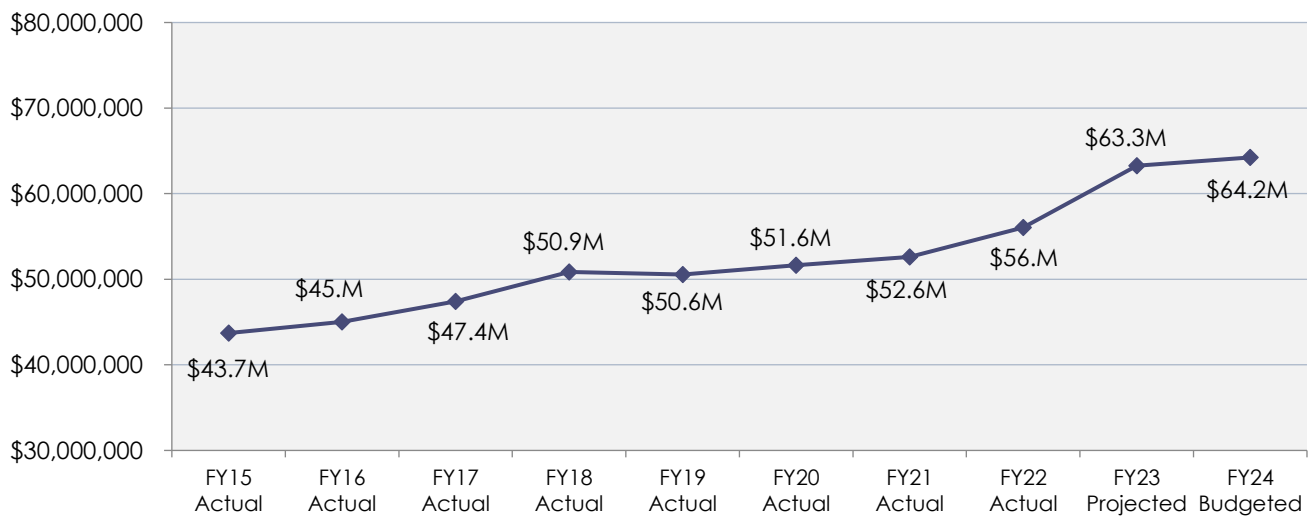
# INTERGOVERNMENTAL REVENUE

Intergovernmental Revenue includes Federal and State grants, other governmental revenues, and state aid revenue. Examples include the state's Cherry Sheet allocation and federal funds received from the Community Development Block Grant. Intergovernmental revenue will account for 7.3% of total operating revenues.

## GRANT FUND

The City will continue to accept, appropriate, and expend grants in a special revenue fund. Grants are accepted and appropriated year-round by the City Council at the time of notification by the grantor to the City. However, a small number of federal and state grants, imperative to the operating budgets of some departments, will be appropriated in the General Fund budget process.

### TEN-YEAR HISTORY OF INTERGOVERNMENTAL REVENUE



## FEDERAL GRANTS

**FY24: \$1,040,135\***

FEDERAL GRANTS	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Com. Dev. Block Grant	\$996,125	\$1,115,675	<b>\$1,040,135</b>
<b>TOTAL</b>	<b>\$996,125</b>	<b>\$1,115,675</b>	<b>\$1,040,135</b>

\*Does not include \$1,559,380 in CDBG funds that will be used in the Capital Budget.

The following federal grants will be appropriated in the General Fund budget process. All other federal grants will be accepted and appropriated individually by the City Council upon receipt of the grant award notice to the City.

## COMMUNITY DEVELOPMENT BLOCK GRANT

The primary objectives of the federally funded Community Development Block Grant (CDBG) are the funding of programs that develop viable urban communities by providing affordable housing, enhancing the physical environment, preserving the diversified employment base, and improving the quality of public services. FY24 CDBG funds are allocated as follows: Community Development (\$650,210) and the Department of Human Service Programs (\$389,925).

# INTERGOVERNMENTAL REVENUE

## OTHER GOVERNMENTAL REVENUE

FY24: \$12,883,510

OTHER GOVERNMENTAL REVENUE	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Cambridge Health Alliance	\$9,536,145	\$10,690,020	\$11,983,510
Medicaid Reimbursement	\$1,227,325	\$900,000	\$900,000
<b>TOTAL</b>	<b>\$10,763,470</b>	<b>\$11,590,020</b>	<b>\$12,883,510</b>

### CAMBRIDGE HEALTH ALLIANCE

The Cambridge Health Alliance reimburses the City for its share of contributory retirement system costs that are budgeted in the Employee Benefits Department.

### MEDICAID REIMBURSEMENT

This revenue source reflects reimbursements of the cost of certain health services provided to Medicaid eligible students with disabilities.

## STATE CHERRY SHEET REVENUE

FY24: \$50,162,945

FEES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
EDUCATION REIMBURSEMENT	\$2,296,310	\$7,152,550	\$4,696,870
Charter School Tuition Reimbursement	\$2,296,310	\$7,152,550	\$4,696,870
GEN. GOVT. REIMB/DISTRIB	\$583,895	\$438,880	\$354,530
Library Aid	\$169,835	\$203,260	\$239,030
Real Estate Abatements	\$149,745	\$123,325	\$26,225
Veterans' Benefits	\$264,315	\$112,295	\$89,275
SCHOOL/LOCAL AID (UGGA)	\$41,259,145	\$42,785,015	\$45,111,545
School Aid/Chapter 70	\$17,648,470	\$18,538,850	\$19,728,180
Unrestricted General Gvt. Aid/Local Aid	\$23,610,675	\$24,246,165	\$25,383,365
<b>TOTAL REVENUE</b>	<b>\$44,139,350</b>	<b>\$50,376,445</b>	<b>\$50,162,945</b>

Every year the Commonwealth sends each municipality a "Cherry Sheet," named for the pink colored paper on which it was originally printed. The Cherry Sheet comes in two parts, one listing the state assessments to municipalities for MBTA, MAPC, air pollution control districts, and the other state programs; the other section lists the financial aid the City will receive from the state for funding local programs. Cherry Sheet revenue consists of direct school aid, local aid, and specific reimbursements and distributions such as aid to public libraries, veterans' benefits, and a number of school related items. Estimated revenues are based on the Governor's FY24 budget proposal and are subject to revision after the state budget process is completed.

Cherry Sheet revenue is used in funding 22 City departmental Operating Budgets and for Cherry Sheet Assessments. The City estimates Chapter 70 School Aid and Unrestricted General Government Aid (UGGA) revenue of \$45,111,545 in FY24. These two local aid categories represent 5.1% of the total Operating Budget.

# INTERGOVERNMENTAL REVENUE

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## EDUCATION REIMBURSEMENT

- **Charter School Tuition Reimbursement.** This revenue is intended to partially reimburse local communities for the cost of Charter School tuitions, which are assessed to local communities through the Cherry Sheet. Under Chapter 46, the state is to reimburse increased costs over a three-year period at a declining rate of 100%, 60%, and 40%.

## GENERAL GOVERNMENTAL REIMBURSEMENT DISTRIBUTION

- **Library Aid.** This amount has three components: the Library Incentive Grant is disbursed to all certified municipalities based on their population to encourage local support for library services and bolster reciprocal resource sharing among libraries; the Municipal Equalization Grant apportioned according to the lottery distribution formula, including equalized property valuation; and the Nonresident Circulation Offset helps libraries cover additional costs related to circulating materials to patrons of other Massachusetts library systems. All Library Aid funding is contingent upon the municipal library being certified annually by the Massachusetts Board of Library Commissioners as meeting the minimum standards of library service as established for its population category.
- **Real Estate Exemptions.** The State Cherry sheet reimburses the City for loss of taxes due to real estate abatements to veterans, surviving spouses, and the legally blind. Under state law, municipalities are reimbursed in part or in full for abated taxes for veterans with disabilities or Purple Hearts depending on the extent of the veteran's disability. The base exemption amount is \$400 and can be increased to as much as the full amount of the veteran's real estate tax depending upon the extent of the veteran's disability. State law also provides an abatement of \$500 for a legally blind person, which can be increased to a maximum of \$1,000, depending upon the tax increase over the prior year. In addition, persons over age 65 with yearly maximum earnings of \$30,228 for a single person or \$45,343 for a married couple, minus minimum social security receipts, domiciled in the property for five years and in the state for 10 years, with assets, if single, not in excess of \$60,453, or married, in excess of \$83,123, excluding the first three dwelling units of the domicile, receive a base exemption of \$1,000. This can be increased up to \$2,000, depending upon the amount of the applicant's tax increase.
- **Veterans' Benefits and Aid to Dependents of Veterans.** Under MGL Chapter 115, section 6, each municipality can submit an application to the state Executive Office of Veterans' Services for reimbursement of amounts expended for veterans' benefits. The State Secretary of Veterans' Services assigns to the City an amount equal to 75% of the total expenditures for veterans' benefits.

## SCHOOL/LOCAL AID

- **School Aid.** Chapter 70 School Aid is based on a formula that takes into account enrollment, pupil characteristics, inflation, property values, and personal income data.
- **Unrestricted General Government Aid/Local Aid.** This revenue refers primarily to distributions from the Commonwealth to municipal general revenue for additional assistance and lottery aid.

# INTERGOVERNMENTAL REVENUE

## STATE GRANTS

FY24: \$147,900

STATE GRANTS	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Consumers' Council Grant	\$65,000	\$65,000	\$65,000
Mass. Cultural Council	\$18,800	\$23,500	\$32,900
Reimb/Non-Contrib Pensions	\$6,855	\$50,000	\$50,000
State MCWT Subsidy	\$44,575	\$44,640	\$0
<b>TOTAL</b>	\$135,230	\$183,140	\$147,900

The following state grants will be appropriated in the General Fund. All other state grants will be appropriated in the Grant Fund during the course of the fiscal year.

### ADDITIONAL VOTING HOURS

The state funds additional voting hours for Primary and General Elections, including costs related to state-mandated early voting hours, subject to appropriation by the legislature.

### CONSUMERS' COUNCIL

The Massachusetts Attorney General's Office annually awards a grant to the Cambridge Consumers' Council to offset the Council's operating budget. The Consumers' Council is a division of the License Commission.

### MASSACHUSETTS CLEAN WATER TRUST SUBSIDY

The City currently receives subsidies from the state for sewer loans.

### MASSACHUSETTS CULTURAL COUNCIL (MCC)

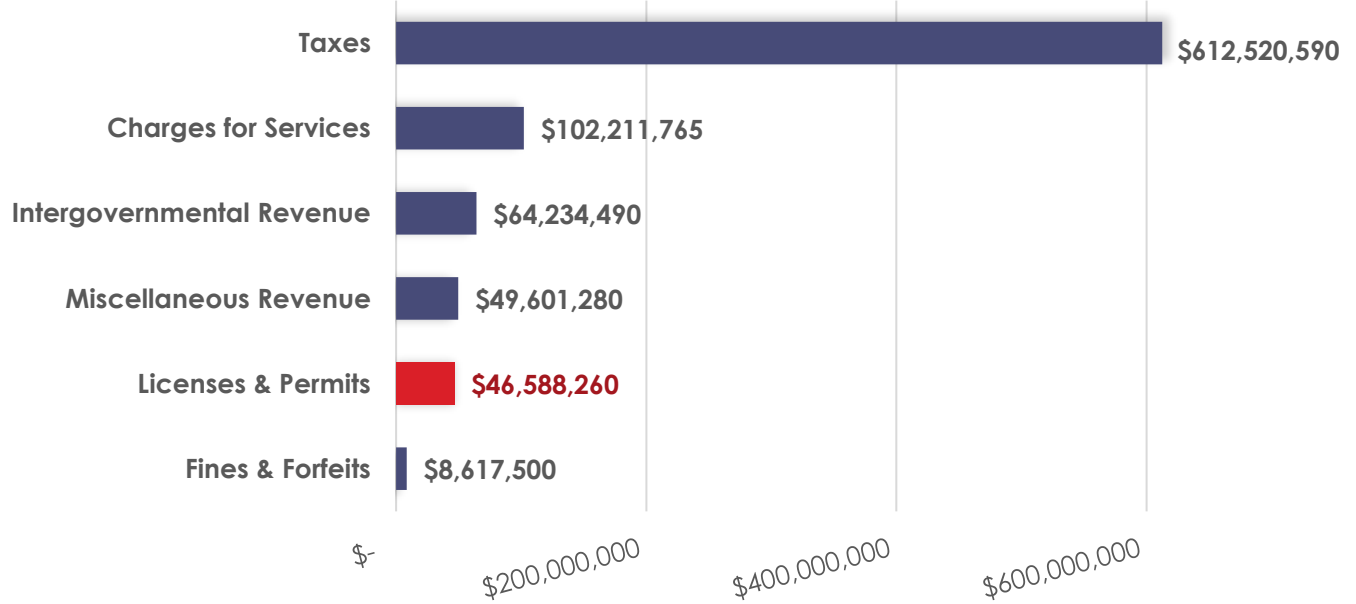
The Arts Council receives a competitive MCC Cultural Investment Portfolio Grant (CIP) to provide operating support to offset administrative and programming costs.

### REIMBURSEMENT FOR NON-CONTRIBUTORY PENSIONS

The state reimburses the Employee Benefits Budget for cost-of-living increases granted to non-contributory pensioners.

# LICENSES & PERMITS

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY



## LICENSES AND PERMITS SUMMARY

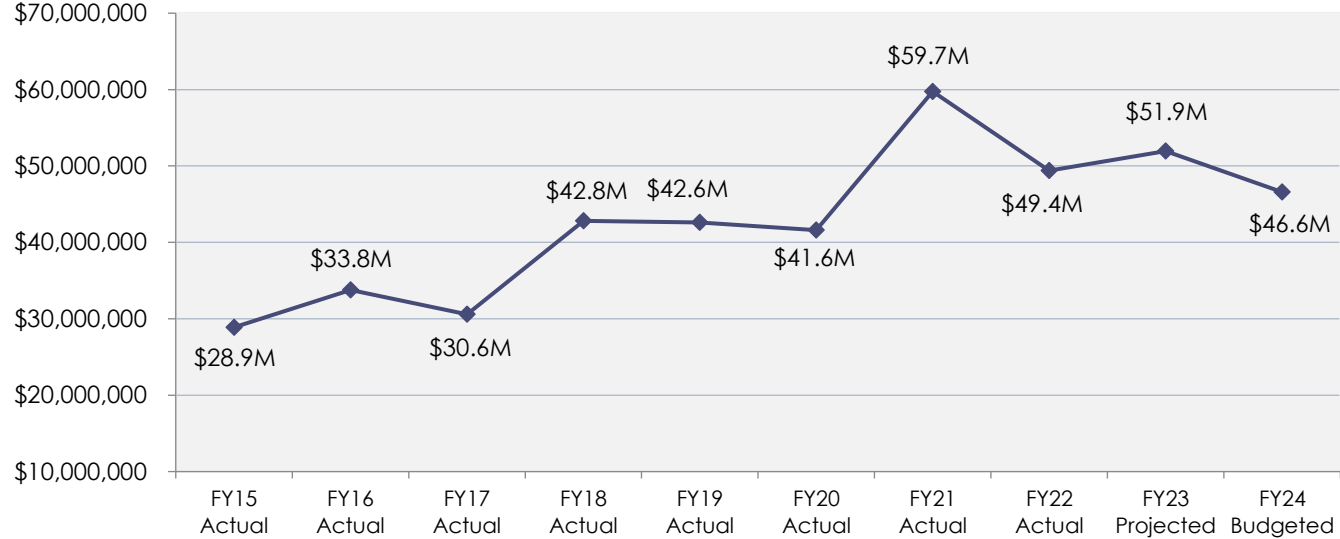
LICENSES AND PERMITS	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
LICENSES	\$2,043,825	\$2,994,620	\$2,929,260
PERMITS	\$47,343,985	\$48,949,580	\$43,659,000
<b>TOTAL</b>	\$49,387,810	\$51,944,200	\$46,588,260

# LICENSES & PERMITS

License revenues arise from the City's regulation of certain activities (e.g., selling alcoholic beverages or driving a taxicab). A person or organization pays a licensing fee to engage in the activity for a specified period. The primary licensing agency in the City is the License Commission, which consists of the Police Commissioner, the Fire Chief, and the Chairperson of the License Commission. All fees are set by one of three methods: state law, City ordinance, or License Commission policy or regulation. A complete fee structure is available at the License Commission Office at 831 Massachusetts Avenue or through its webpage [www.cambridgema.gov/license](http://www.cambridgema.gov/license). License revenue will account for 0.3% of total operating revenues.

Permits are required when a person or business wants to perform a municipally regulated activity (e.g., building, electrical, or plumbing services). The bulk of permit revenue is brought in through building permits collected by the Inspectional Services Department. All construction and development in the city must be issued a building permit based on the cost of construction. A complete fee schedule is available at the Inspectional Services Department at 831 Massachusetts Avenue or through its webpage [www.cambridgema.gov/inspection](http://www.cambridgema.gov/inspection). Permit revenue will account for 4.9% of total operating revenues.

**TEN-YEAR HISTORY OF LICENSES & PERMITS**



# LICENSES & PERMITS

## LICENSES

FY24: \$2,929,260

LICENSES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Alcoholic Beverages	\$671,865	\$980,650	\$985,650
Builders	\$7,890	\$7,000	\$5,000
Common Victualer	\$52,635	\$82,160	\$82,000
Disposal	\$3,600	\$2,800	\$2,800
Dog Licenses	\$53,350	\$45,000	\$45,000
Dumpster	\$137,085	\$125,000	\$125,000
Entertainment	\$132,850	\$175,000	\$175,000
Garage/Gasoline	\$348,215	\$540,000	\$540,000
Hackney	\$4,050	\$12,370	\$13,670
Health Related	\$81,640	\$245,500	\$178,500
Lodging House	\$193,885	\$338,500	\$343,500
Marriage	\$39,445	\$41,500	\$41,500
Miscellaneous	\$45,650	\$45,000	\$45,000
Motor Vehicle Related	\$34,230	\$58,540	\$58,540
Pole and Conduit	\$172,050	\$172,000	\$172,000
Property Use	\$27,425	\$77,000	\$77,000
Recreation Camps	\$4,100	\$15,000	\$12,500
Shops and Sales	\$1,060	\$1,600	\$1,600
Short Term Rentals	\$15,800	\$15,000	\$15,000
Tobacco	\$17,000	\$15,000	\$10,000
<b>TOTAL</b>	<b>\$2,043,825</b>	<b>\$2,994,620</b>	<b>\$2,929,260</b>

### ALCOHOLIC BEVERAGES LICENSES

Pursuant to MGL chapter 138 and the Special Acts of 1922, the Board of License Commissioners can grant, suspend, revoke, and regulate licenses for the sale of alcoholic beverages. The license fee depends on the type of liquor license being issued, the category of alcohol being sold, and on whether the license is annual or a one day.

### BUILDER'S LICENSES

The Inspectional Services Department issues a builder's license to qualified individuals for specific construction categories. The initial two-year license fee is \$50 and a two-year renewal is \$50.

### COMMON VICTUALER LICENSES

The common victualer license, issued by the License Commission pursuant to MGL chapter 140, allows food and non-alcoholic beverages to be sold and consumed on the premises. The license fee is a base \$100 fee plus a \$1 per person fee based on the total indoor occupancy.

### DISPOSAL/WASTE HAULER LICENSES

Pursuant to City Ordinance 5.24, all private garbage, salvage, and trash companies operating in Cambridge require a license. The fee for each company is \$200. The Board of License Commissioners issues the disposal licenses.

# LICENSES & PERMITS

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## **DOG LICENSES**

The Animal Commission issues dog licenses, registering the name, address, and telephone number of the dog owner and a complete description of the dog and its rabies expiration date. The Animal Commission charges \$10 for spayed/neutered dogs and \$30 for un-spayed/unneutered dogs.

## **DUMPSTER LICENSES**

Pursuant to City Ordinance 8.25, an annual \$100 dumpster license is required for all dumpsters located in the city. The Inspectional Services Department issues the dumpster licenses.

## **ENTERTAINMENT LICENSES**

Entertainment licenses are issued for live performances, movie theaters, automatic amusement machines, billiard tables, bowling alleys, and several other forms of entertainment. Theater licenses are based on annual attendance and number of screens or stages. The License Commission issues and regulates the entertainment licenses. Entertainment license fees depend on whether it is annual or a one day license, and on the type of entertainment licensed.

## **GARAGE WITH/WITHOUT FLAMMABLES AND OPEN AIR PARKING LOT LICENSES**

These licenses are issued, and the fees related thereto are set, by the Board of License Commissioners. The fees for these licenses depend on the type of license, the amount of flammables stored, and the number of vehicles stored.

## **HACKNEY FEES & LICENSES**

There are 257 medallions that have been issued and approved by the Board of License Commissioners. Due to the state of the taxi industry, it is estimated that at least 163 of those medallions are not in use. Every year, bi-annually, the vehicles to which the medallions were issued are subject to inspection by the Hackney Police Officers. In addition, every year, individuals who have been licensed as hackney drivers must renew their license by submitting themselves to a Criminal Offender Record Information and driving history checks. The annual inspection fee for the vehicles is \$190 and the annual renewal fee for the driver's license is \$42. The Board also issues dispatch service licenses (\$250).

## **HEALTH RELATED LICENSES**

The Inspectional Services Department issues a wide variety of licenses primarily related to the sale, serving, processing, and disposal of food.

## **LODGING/INNHOLDER LICENSES**

Pursuant to MGL chapter 140, the Board of License Commissioners licenses innholders which includes hotels, motels, resorts, boarding houses, lodging houses, fraternities/sororities or inns which are kept, used or advertised or held out to the public to be a place where sleeping or housekeeping accommodations are supplied for pay to guests for transient occupancy. The license fee is \$24 for the first four rooms and \$24 for each additional room if no alcohol is served at the premises. If alcohol is served, then the fee is \$5,900 if there are less than 100 Rooms, and \$6,500 if there are more than 100 Rooms. This does not include short-term rentals, like those booked through services like AirBNB.

## **MARRIAGE LICENSES**

The City Clerk issues marriage licenses to couples intending to marry. The fee is \$35 per license.



# LICENSES & PERMITS

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## **MISCELLANEOUS LICENSES**

The Board of License Commissioners issues several other types of licenses and permits which it includes in this revenue category. These include fortune tellers (\$50), hawkers/peddlers (\$39 annually, \$10 one day), open-air festivals (\$5 per amusement/ride, per day), leaf blowers (\$200), raffles/bazaar (\$10 one day, \$60 annual), and jitneys (\$100 flat fee plus per driver fee per set schedule posted on website). This category also includes the fees associated with the issuance of Special Noise Variances (\$100).

## **MOTOR VEHICLE RELATED LICENSES**

The Board of License Commissioners issues licenses for used car dealers (\$200), automobile rental agencies (\$121), and livery services (\$121 for the first two vehicles and \$50 for each additional vehicle). Livery service vehicles are also inspected yearly for an annual fee of \$190.

## **POLE & CONDUIT PERMITS**

The City charges a fee for each conduit site, pole and small cell installations which are authorized and for which a permit is granted by the Pole and Conduit Commission. The cost for all types of connections not related to a small cell attachments, are \$200 per street. For small cell attachment the fees are as set by the Pole and Conduit's Small Cell Policy which can be found on the License Commission's website. An annual maintenance fee of \$7,500 is charged to all entities that have conduits in the public way. The applications are processed and fees collected by the License Commission. The Pole & Conduit Commission is chaired by the Chair of the License Commission.

## **PROPERTY USE LICENSES**

Any establishment which has an outdoor patio on the public way and serves alcoholic beverages on the patio, pays an additional \$750 annual fee for the use of the public way. Any establishment which has an outdoor patio on private area and serves alcoholic beverages on the patio, pays an additional \$250 annual fee. Establishments which have outdoor areas that serve alcohol on both public and private property pay both fees. These fees are collected by the License Commission and are to offset the costs associated with regulating, inspecting and investigating the sale and service of alcohol in those areas. The fees paid to the License Commission for operating on a public outdoor area are separate from the fees paid to the Department of Public Works or Traffic, Parking and Transportation for the use of the area.

## **RECREATION CAMP FEES**

The state has set minimum sanitation and safety standards for recreational camps for children. Camps schedule inspections prior to opening and are charged a \$50 fee. There are approximately 40 camps in the City. These inspections are conducted by the Inspectional Services Department.

## **SECOND HAND GOODS, JUNK DEALERS AND/OR ANTIQUES, AND AUCTIONEER LICENSES**

The Board of License Commissioners issues antique, junk dealers and/or second-hand good stores, and auctioneers licenses. The annual license fees for each is \$100. One day auctioneer permits are also issued for a cost of \$31 per day.

## **SHORT-TERM RENTAL REGISTRATION FEE**

Inspectional Services Department issues a certificate of registration for qualified properties to be used as short-term rental pursuant to article 4 section 4.60 of the Cambridge Zoning Ordinance. An annual fee of \$100 or a \$500 payment for 5-year registration.

## **TOBACCO LICENSES**

Inspectional Services issues a license for the selling of tobacco products by commercial establishments (\$200 per year).

# LICENSES & PERMITS

## PERMITS

FY24: \$43,659,000

PERMITS	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Air Rights/Public Ways	\$19,575	\$15,000	\$20,000
Building	\$40,000,720	\$42,716,830	\$38,000,000
Fire	\$182,625	\$170,000	\$140,000
Firearm	\$3,410	\$3,200	\$3,000
Gas	\$115,895	\$130,000	\$130,000
Mechanical	\$212,670	\$215,000	\$200,000
Occupancy Certifications	\$274,050	\$300,000	\$200,000
Place of Assembly	\$606,085	\$450,000	\$450,000
Plan Review	\$256,805	\$19,625	\$55,000
Plumbing	\$249,205	\$230,000	\$230,000
Sheet Metal	\$110,630	\$105,000	\$105,000
Special Building Permits	\$151,000	\$15,000	\$150,000
Sprinkler	\$149,080	\$105,000	\$105,000
Street Obstruction	\$1,679,755	\$1,475,000	\$1,375,000
Street Opening	\$2,578,175	\$2,248,000	\$1,800,000
Sunday	\$3,325	\$1,925	\$1,000
Wiring	\$750,980	\$750,000	\$695,000
<b>TOTAL</b>	<b>\$47,343,985</b>	<b>\$48,949,580</b>	<b>\$43,659,000</b>

### AIR RIGHTS OVER PUBLIC WAYS

The Inspectional Services Department inspects private bridges built over public ways for pedestrian travel. Calculations of the permit fee is based on the cubic footage of the bridge.

### BUILDING PERMITS

The Inspectional Services Department issues building permits to qualified individuals to do repairs, alterations, new construction, or demolition in the City. The cost of permits is based on the estimated cost of the project: \$20 per thousand, with a \$50 minimum. Building permits for the construction of three residential dwelling units or less is \$15 per thousand. Building permits are used to fund Inspectional Services (27,754,250) and Community Development (\$10,245,750).

### FIRE PERMITS

The Fire Department issues fire alarm, fire suppression, sprinkler, fuel storage, and other types of permits as required by state law and local ordinance.

### FIREARMS PERMITS

The Police Department issues licenses to carry a firearm to individuals meeting the requirements established by statute (\$100 for six up to years). The Department also issues firearms identification cards (\$100 for up to six years), which allows the holder to possess non-large capacity rifles or shotguns. The Department collects the fee and distributes \$75 to the Department of Criminal Justice Information Services.

# LICENSES & PERMITS

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## **GAS PERMITS**

The Inspectional Services Department issues permits to licensed individuals to perform gas fitting work. The permit fees range from \$20 to \$100 and are based on the type of equipment being installed.

## **MECHANICAL PERMITS**

The Inspectional Services Department issues permits for the installation of mechanical equipment such as furnaces, boilers, rooftop units, air conditioners, and emergency generators. The fee is based on the type of equipment and the size of the system being installed.

## **OCCUPANCY CERTIFICATIONS**

The Inspectional Services Department issues Certificates of Occupancy (CO) after completion of construction or a change in use, to certify that the structure complies with the Building Code and Zoning Ordinance. CO's are also issued upon the owner's request for those older structures that predate the Building Code. The fee is \$100 for a one family residential building, with an additional fee of \$50 for each unit over the first unit. The fee for commercial buildings is \$100 plus \$50 per 1,000 square feet.

## **PLACE OF ASSEMBLY FEES**

The Inspectional Services Department inspects the capacity of churches, dormitories, hospitals, clinics, apartment houses, and schools and issues Certificates of Inspection. Inspections are made, as required under the provisions of the State Building Code, to ensure that buildings have emergency lighting, proper egress, and other safety requirements. The fee is based on building capacity.

## **PLAN REVIEW PERMIT**

Special permit fees are generated by the Community Development Department. Project applicants requesting a special permit from the Planning Board are required to pay a \$0.10 per square foot fee to offset staff and other professional service costs associated with project review.

## **PLUMBING PERMITS**

The Inspectional Services Department issues plumbing permits to licensed plumbers to install and repair piping for a specific job. The fee is based on the amount and type of work being done. For example, a plumbing permit for new plumbing is \$50 for up to five fixtures, plus \$5 for each additional fixture.

## **SHEET METAL FEES**

The Inspectional Services Department charges an inspection fee for installation of sheet metal/duct work. The fee is \$50 plus \$25 per each 100 linear feet.

## **SPECIAL BUILDING PERMITS**

The Inspectional Services Department issues permits asbestos removal or remediation. The contractor also needs approval from the state Department of Environmental Protection prior to applying for the a permit from the City. The permit fee, based on the estimated cost of the project, is \$20 per \$1,000.

## **SPRINKLER PERMITS**

The Inspectional Services Department issues permits for the installation of sprinklers and standpipes. The permit of \$50 includes five heads. Each additional head is \$2.00.

## **STREET OBSTRUCTION PERMITS**

Traffic, Parking and Transportation issues an average of 6,800 permits annually for curb space use or to occupy the street for special events, moving vans, tool trucks, dumpsters, and other temporary uses.

# LICENSES & PERMITS

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## **STREET OPENING & SIDEWALK OBSTRUCTION PERMITS**

The Public Works Department issues permits for the obstruction and excavation of public rights of way and for the obstruction of sidewalks. Permits require companies to be bonded, insured, and to have proper workplace safety licenses and traffic plans as appropriate.

## **SUNDAY PERMITS**

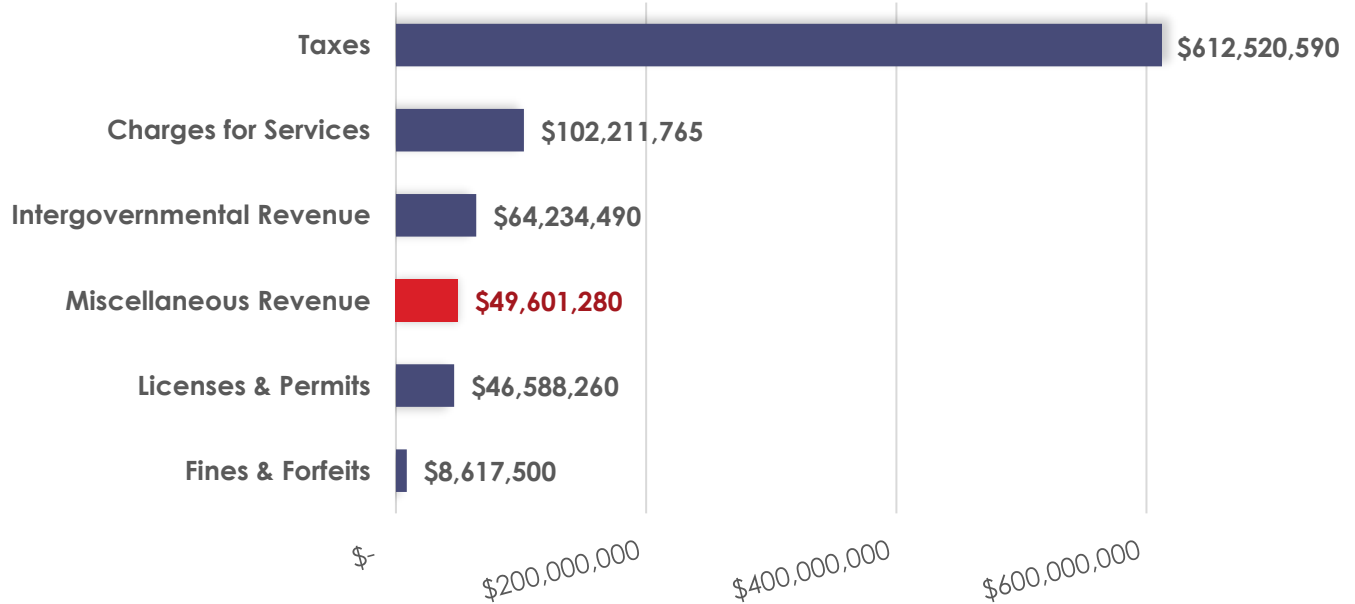
The Police Department issues Sunday permits (\$25 per Sunday) allowing a business to operate on Sunday due to unusual or extenuating circumstances.

## **WIRING PERMITS**

The Inspectional Services Department issues wiring permits to licensed electricians to perform specific electrical wiring work. The cost of the permit is dependent on the number of fixtures and wiring included in the job. The minimum permit fee is \$25.

# MISCELLANEOUS REVENUE

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY



## MISCELLANEOUS REVENUE SUMMARY

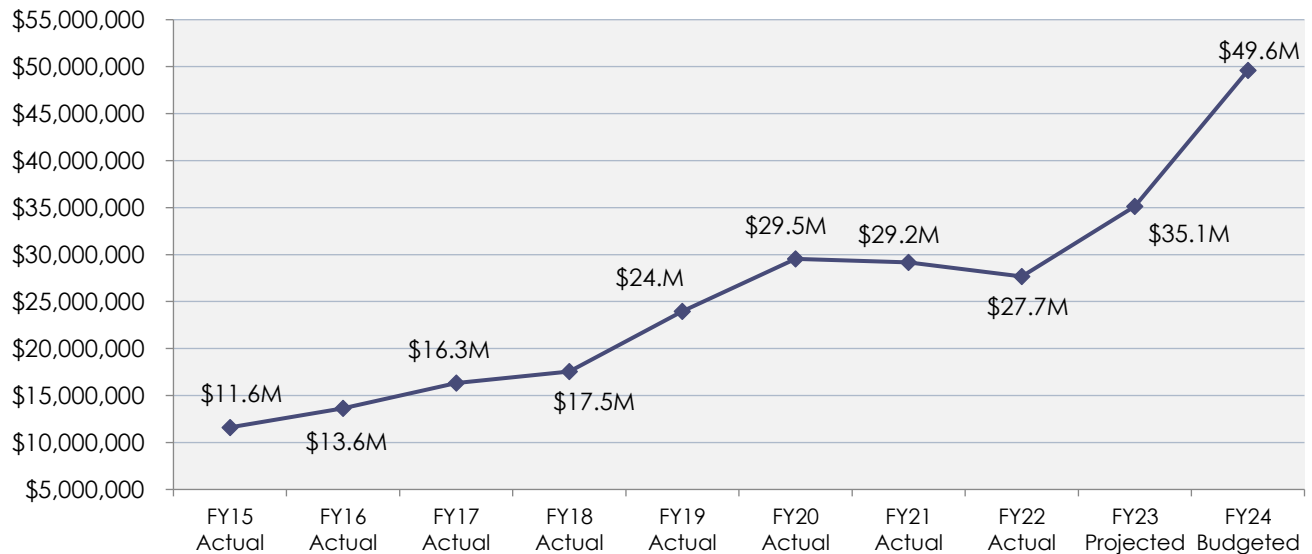
**FY24: \$49,601,280**

MISCELLANEOUS REVENUE	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
Claims Trust Transfer	\$16,750,000	\$17,000,000	\$17,250,000
Debt Stabilization Transfer	\$9,500,000	\$11,000,000	\$10,000,000
Electric Vehicle Charging Station Revenue	\$34,560	\$48,000	\$55,000
Free Cash	\$0	\$0	\$16,000,000
Interest Earnings	(\$750,460)	\$4,740,000	\$3,940,000
Misc. Reimbursement	\$36,010	\$206,540	\$217,000
Miscellaneous School Receipts	\$186,090	\$50,000	\$50,000
Other Miscellaneous Revenue	\$112,450	\$62,000	\$50,000
Overtime Reimbursement	\$61,115	\$88,000	\$83,000
Recycling	\$22,500	\$12,000	\$12,000
Sale of City Property	\$93,420	\$90,000	\$90,000
Teacher Retirement Transfer	\$775,000	\$775,000	\$775,000
Traffic Knockdown	\$17,390	\$30,000	\$30,000
Traffic Mitigation Funds	\$30,000	\$30,000	\$30,000
Utility Net Metering Credits	\$808,340	\$999,295	\$1,019,280
<b>TOTAL</b>	<b>\$27,676,415</b>	<b>\$35,130,835</b>	<b>\$49,601,280</b>

# MISCELLANEOUS REVENUE

The General Fund includes a variety of revenues that cannot be categorized in the other five accounting designations. Interest earnings on investments and transfers from non-operating budget funds comprise the bulk of revenues in this category. Miscellaneous Revenues will account for 5.6% of total operating revenues.

**TEN-YEAR HISTORY OF MISCELLANEOUS REVENUE**



## CLAIMS TRUST TRANSFER

In an effort to lessen the impact of employee benefit increases on the property tax levy, employee contributions from the Health Claims Trust Fund will be used as revenue to offset health insurance, dental, and life insurance costs. The use of these funds is in accordance with the objective of the fund to be used as a contingency against higher than anticipated health insurance costs.

## DEBT STABILIZATION TRANSFER

This fund was established as a reserve to offset a portion of the debt service on large tax-supported projects. In FY24, \$10,000,000 will be used to cover debt service costs.

## ELECTRIC VEHICLE CHARGING STATION REVENUE

There are City-owned electric vehicle charging stations offering a level 2 charge in locations throughout the city. The stations cost \$0.189 per kWh and \$0.15 per hour. These fees partly offset the cost of the electricity consumed and networking and maintenance of the stations.

## FREE CASH

Under MGL Chapter 29, section 23, "free cash" is certified at the beginning of each fiscal year by the state Bureau of Accounts. A community's free cash or budgetary fund balance is the surplus amount of funds that are unrestricted and available for appropriation. This figure is usually generated by actual revenues that exceed estimates and actual expenditures that are less than budgeted amounts. The City carefully limits its use of free cash in operating budgets. The surplus obviates the need for short-term borrowing, bolsters the City's bond ratings, and earns interest. Additional appropriations with free cash are made throughout the fiscal year.

# MISCELLANEOUS REVENUE

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## **INTEREST EARNINGS**

The City regularly invests temporarily idle cash in the Massachusetts Municipal Trust Depository Cash Fund and through our semiannual Certified Deposit (CD) bids. The City emails bid request to all local banks semiannually to request CD rates for 6-9 month CDs in denominations as low as \$250,000 and as high as \$10,000,000. Over the years, the City has successfully invested idle cash into many local banks.

General Fund interest earnings of \$3,600,000 have been included in the Operating Budget. In addition to this amount, \$300,000 in interest earnings is included in the Parking Fund and \$40,000 from interest on perpetual care accounts have been budgeted in the Public Works Budget.

FY22 actual interest revenue is shown as negative to due an accounting entry related to an unrealized loss caused by fluctuations in the market values of certain treasury bonds. There is an offsetting accounting entry showing a gain in FY23, and the City will receive the full value as the bonds mature without any loss.

## **MISCELLANEOUS REIMBURSEMENT**

The Public Works Department receives reimbursements (\$30,000) for utility costs associated with a community service program located in a City building, as well as reimbursement for fuel obtained at DPW headquarters. This revenue funds energy expenditures in the DPW Budget. The Fire Department receives reimbursements (\$12,000) for the limited use of a rental facility by a third party. Also, the Inspectional Services Department receives reimbursements for laboratory animal inspections (\$125,000).

## **MISCELLANEOUS SCHOOL RECEIPTS**

The School Department receives partial reimbursement from the Department of Elementary & Secondary Education for the transportation of non-resident vocational and homeless students and receives other revenues related to vocational education and international tuition.

## **OTHER MISCELLANEOUS REVENUE**

TP+T receives overtime reimbursement for events that require department staffing and collects a \$0.60 surcharge on each car rental or lease transaction initiated in Cambridge, as required by MGL chapter 90 section 20E.

## **OVERTIME REIMBURSEMENT**

The Police (\$80,000) and Public Works (\$3,000) Departments receive reimbursements from various outside organizations for overtime and services provided by City personnel.

## **RECYCLING**

The City's Public Works Department receives revenue for the materials collected in the curbside recycling collection and drop-off programs. The amount the City receives is based on the market prices per ton of scrap metal, paper, cardboard, cans, and bottles collected minus a per ton processing fee. When market conditions are poor, the City pays for processing of recycled materials.

## **SALE OF CITY PROPERTY**

Revenue from the sale of lots and graves at the City Cemetery supports its the operation and maintenance in the Public Works Budget. The price of a single lot is \$2,000.

## **TEACHER RETIREMENT TRANSFER**

This transfer will be used to offset retirement costs in the Employee Benefits Department. An update to the Pension Actuarial Study is done every two years. The FY24 amount is consistent with previous year allocations and available revenues.

## MISCELLANEOUS REVENUE

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### **TRAFFIC KNOCKDOWN**

The Public Works and Traffic Departments receive reimbursements for the replacement of streetlights, fire alarm boxes, and traffic lights from individuals who have knocked them down with their vehicles. This revenue is used to fund the expenditure for replacement light poles, fire alarm boxes, and traffic lights.

### **TRAFFIC MITIGATION FUNDS**

TP+T receives annual mitigation of new development projects for traffic and urban development infrastructures. Each year the owner of the CambridgeSide Galleria contributes \$30,000.

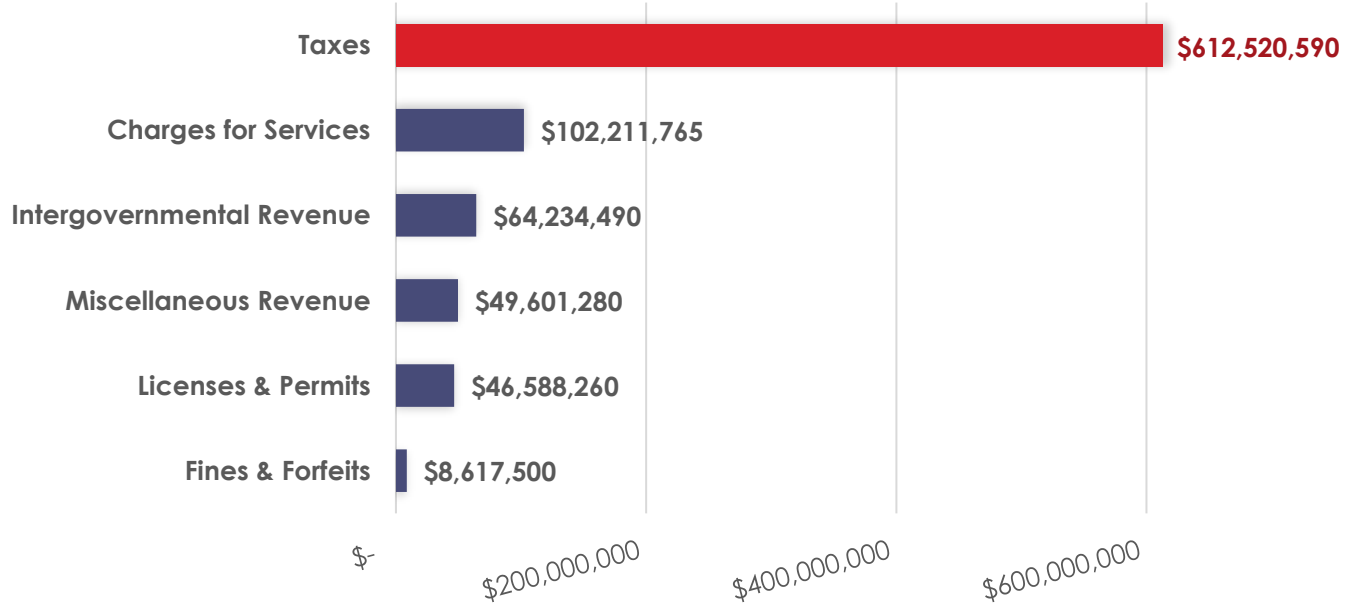
### **UTILITY NET METERING CREDITS**

Virtual net metering credits are earned for energy produced by renewable generating facilities that the City participates in. The City is the registered “off taker” of credits for three rooftop solar systems that have added 4.6 megawatts of renewable energy capacity to the Massachusetts electricity grid.



# TAXES

## FY24 OPERATING BUDGET - REVENUES BY CATEGORY



### TAXES SUMMARY

TAXES	FY22 ACTUAL	FY23 PROJECTED	FY24 BUDGET
CANNABIS EXCISE TAX	\$4,020	\$300,000	\$300,000
HOTEL/MOTEL EXCISE TAX	\$8,334,310	\$14,120,000	\$14,120,000
IN LIEU OF TAX PAYMENTS	\$7,880,185	\$8,000,000	\$8,000,000
MEALS EXCISE TAX	\$4,010,060	\$4,758,000	\$4,758,000
MOTOR VEHICLE EXCISE TAX	\$7,776,310	\$7,875,000	\$7,850,000
PENALTIES & DELINQUENT INTEREST	\$1,385,495	\$800,000	\$800,000
PERSONAL PROPERTY TAX	\$21,471,265	\$18,786,035	\$24,739,740
REAL PROPERTY TAX	\$476,549,430	\$518,403,895	\$551,952,850
<b>TOTAL</b>	<b>\$527,411,075</b>	<b>\$573,042,930</b>	<b>\$612,520,590</b>

# TAXES

Taxes, primarily on real and personal property, are assessed and levied by the City to fund a wide range of community services. Taxes will account for 69.3% of total General Fund revenues.

## CANNABIS EXCISE TAX

**FY24: \$300,000**

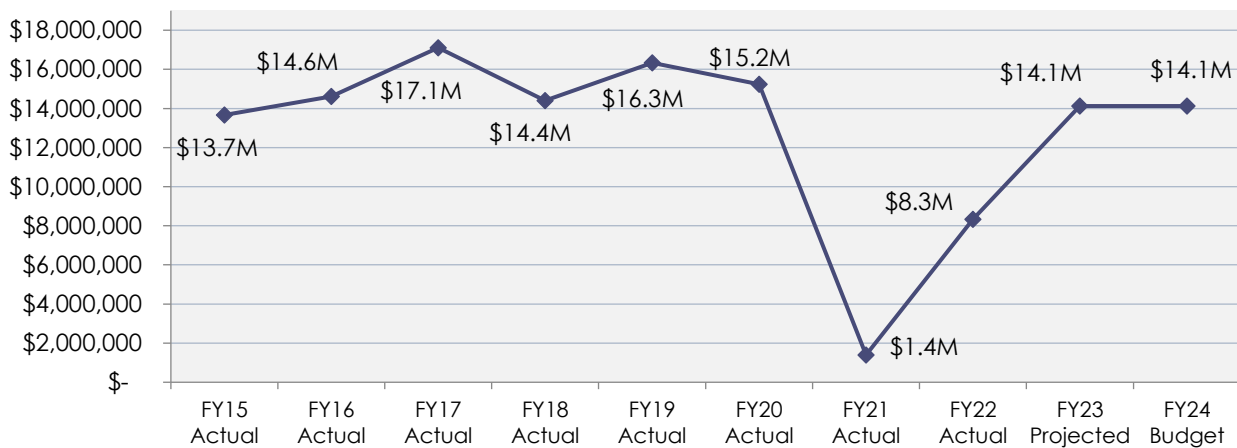
MGL chapter 34N authorizes municipalities to impose a 3% excise tax on the sale of marijuana products. The first recreational marijuana retailers in Cambridge opened during FY22.

## HOTEL/MOTEL EXCISE TAX

**FY24: \$14,120,000**

Chapter 64G, section 3A of the Massachusetts General Laws, states that any city or town has authorization to impose a local excise tax upon the occupancy fee for any room in a hotel or motel or short-term rental located within its limits. The local fee shall not exceed 6% of the total cost of the room and shall not be imposed if the total cost of the room is less than \$15 per day. The local fee was increased from 4% to 6% in FY10. The total tax is 14.45%, with the State and Convention Center Authority receiving the difference of 8.45%. The hotel operator is responsible for collecting the tax from the customer and the Massachusetts Department of Revenue has the legal responsibility for collecting the tax receipts from the hotel operator. Once collected, the state turns the tax receipts over to the City on a quarterly basis.

**TEN-YEAR HISTORY OF HOTEL/MOTEL TAX**



## IN LIEU OF TAX PAYMENTS

**FY24: \$8,000,000**

The "In Lieu of Tax" payments program was adopted in 1971 to partially offset the loss of tax revenue due to non-taxable property. Harvard University and the Massachusetts Institute of Technology (MIT) are the City's major in lieu of tax payers.

In FY05, the City entered into a 40 year written Payment In Lieu of Taxes (PILOT) agreement with MIT. The agreement contains an annual escalation of the base payment by 2.5% per year during the term. In addition, the City also renewed its PILOT agreement with Harvard University in FY05, which has a 50-year term. The agreement contains an annual escalation of the base payment by 3%. Harvard's base PILOT payment will increase by an additional \$100,000 every 10 years. In addition, other institutions such as the Whitehead Institute and Cambridge Housing Authority, as well as several smaller organizations, make in lieu of tax payments annually.

# TAXES

## TEN-YEAR HISTORY OF IN LIEU OF TAX PAYMENTS

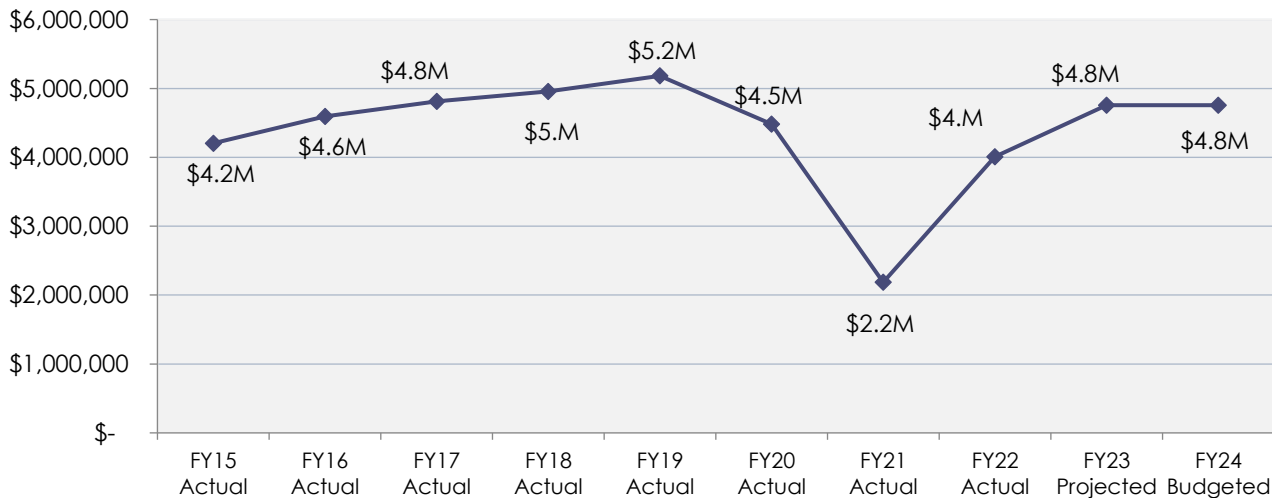


## MEALS EXCISE TAX

**FY24: \$4,758,000**

The state provides cities and towns the ability to impose a 0.75% meals excise upon local acceptance for local use, which the City adopted in July 2009. The state’s portion of the Meals Excise Tax is 6.25%.

## TEN-YEAR HISTORY OF MEALS EXCISE TAX



## MOTOR VEHICLE EXCISE TAX

**FY24: \$7,850,000**

### EXCISE TAX RECEIPTS

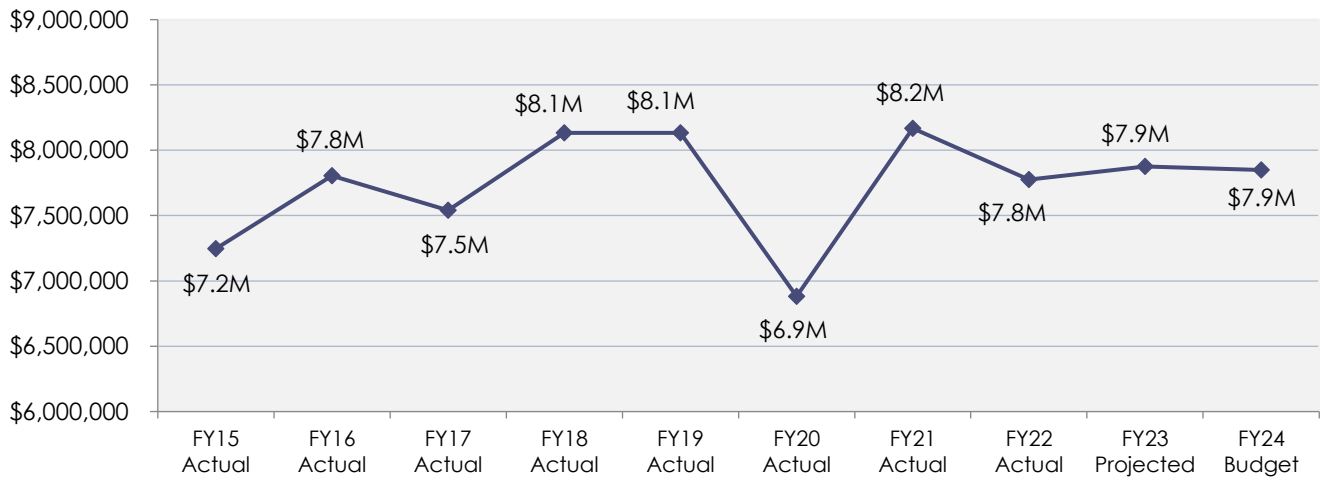
The motor vehicle excise tax is collected by the city or town in which a vehicle is garaged at the time of registration. State law sets the motor vehicle excise rate at \$25 per \$1,000 valuation. These monies are based on data provided by the Massachusetts Registry of Motor Vehicles. Valuations are determined by the Registry using a statutory formula based on a manufacturer's list price and year of manufacture. Accounts are updated nightly, all processes and delinquent notices are automated, and information is provided to the deputy collectors on a quicker and more accurate basis. The City has a web-based payment system that allows excise taxpayers to pay their bill online using their Visa or MasterCard credit cards.

# TAXES

## REGISTRY NON-RENEWAL SYSTEM

The Registry of Motor Vehicles implemented a computer tracking system that forces auto owners to pay their excise taxes. Those who do not pay are not allowed to renew registrations and licenses. Cities and towns must notify the Registry of delinquent taxpayers and Cambridge currently prepares an excise collection activity computer tape for the Registry at regular intervals.

**TEN-YEAR HISTORY OF MOTOR VEHICLE EXCISE TAX**



## PENALTIES & DELINQUENT INTEREST

**FY24: \$800,000**

### DELINQUENT INTEREST

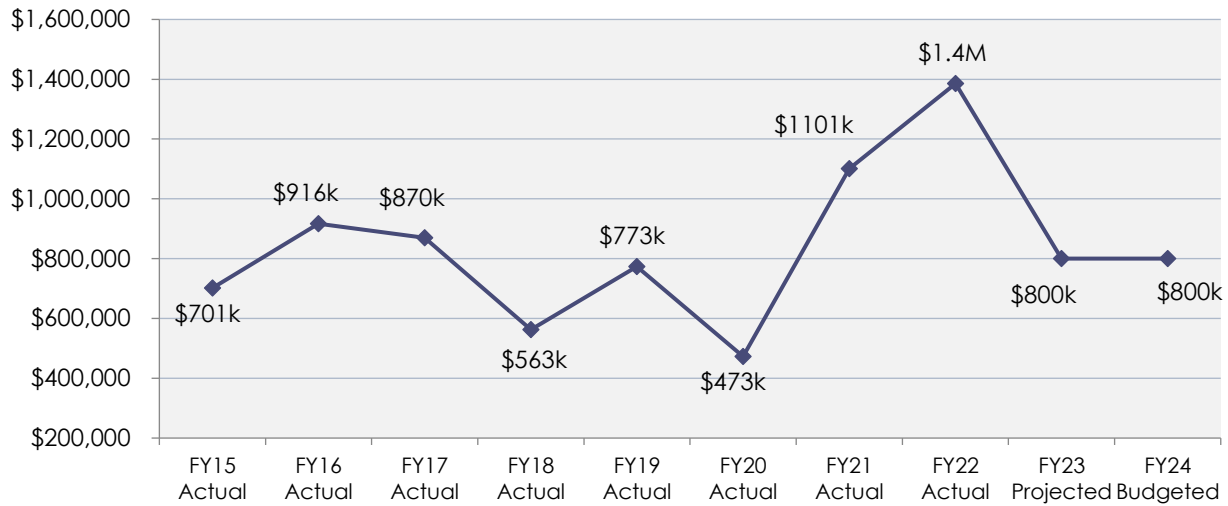
The City receives interest on overdue taxes and water/sewer service rates. State law dictates the interest rate for taxes, whereas City ordinance sets the rate for water/sewer charges. Overdue real and personal property taxes are charged 14% from the due date. Tax title accounts are charged 16% from the tax-taking date or the certification date. The interest rate for delinquent excise tax accounts is 12% from the due date. The interest rate on delinquent water/sewer services is 14% per annum. Water interest is reported in the Water Fund and is not included in the above estimate.

### PENALTY CHARGES

If real and personal property taxes are not paid within 30 days for the second billing (usually May 1) in the year of the tax, a demand for payment notice (\$5) is sent to all delinquent taxpayers. Delinquent motor vehicle taxpayers are sent a demand (\$5), a warrant (\$10), and two separate notices from a deputy tax collector (\$12, \$17). The deputy collectors' earnings come solely from delinquent penalty charges, in lieu of a salary. A \$20 fee is added to outstanding excise tax accounts that have been placed on hold at the Registry of Motor Vehicles. Demands and warrants are not issued for delinquent water/sewer service accounts, but such overdue balances are subject to a lien on the corresponding real estate tax bill. Once a delinquent real estate account goes into the process of tax title, there are numerous fees added to the property tax bill.

# TAXES

## TEN-YEAR HISTORY OF PENALTIES & DELINQUENT INTEREST



### PERSONAL PROPERTY TAX

**FY24: \$24,739,740**

This tax is imposed on the personal property (stock, inventory, and laboratory or business equipment, furniture, fixtures, and machinery) of business firms located in the city. The Board of Assessors determines the value of all taxable personal property for approximately 2,561 accounts. Traditionally, utility companies are the highest personal property taxpayers, but Cambridge has a good biotechnology and high tech base as well. Manufacturing corporations pay personal property tax to the City on poles, wires, and conduit.

The City of Cambridge adopted a Personal Property Tax Exemption to benefit small businesses for fiscal year 2021. Personal property accounts with a total assessed value of less than \$20,000 are granted an exemption.

The personal property tax is projected to produce roughly 4.3% of the City's total property tax revenue. The delinquency rate has rarely exceeded 1%, mainly because the 10 largest accounts pay a majority of the total personal property tax.

The Highest Personal Property Taxpayers (FY23)		
1	NSTAR Electric	\$5,627,324
2	NSTAR Gas	\$2,151,258
3	Novartis Institute for Biomedical Research	\$1,359,246
4	Takeda	\$876,778
5	MCI Com	\$763,541
6	Draper Lab	\$575,236
7	Amgen	\$497,280
8	Level 3 Communications	\$423,352
9	Verizon New England	\$385,566
10	Foundation Medicine, Inc.	\$300,084

# TAXES

## REAL PROPERTY TAX

FY24: \$551,952,850

The primary source of revenue for municipalities in the Commonwealth is the real property tax. For purposes of taxation, real property includes land and buildings and improvements erected or affixed to the land. The City's Board of Assessors determines the value of all taxable land, which is revalued at fair market each January 1st. The state's Department of Revenue recertifies property values on a triennial basis. In the intervening years, the City is required to perform a statistical validation of values, which is also approved by the state.

### TAX LEVIES & COLLECTIONS

The following table shows the tax levies, amounts added as overlay reserve for abatements, and the amount of taxes actually collected as of the end of each fiscal year. The total tax levy for each year includes personal property taxes.

Fiscal Year	Tax Levy	Overlay Reserve Abatements	Net Tax Levy <sup>1</sup>	Collections During FY Payable <sup>2</sup>	
				Amount	% of Net Levy
FY23	\$531,428,571	\$4,124,387	\$527,304,184		
FY22	\$494,731,992	\$4,426,877	\$490,305,115	\$492,322,324	100.4%
FY21	\$472,520,148	\$4,343,318	\$468,176,830	\$469,536,464	100.3%
FY20	\$438,128,694	\$4,329,196	\$433,799,498	\$434,056,302	100.1%
FY19	\$409,809,861	\$4,565,850	\$405,244,011	\$408,507,179	100.8%

<sup>1</sup>Tax levy less overlay reserve for abatements.

<sup>2</sup>Actual collection of levy less refunds and amounts refundable, including proceeds of and tax possessions, but not including abatements of other credits.

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