

City of Everett
FY 2022 Annual Budget
Mayor Carlo DeMaria

July 1, 2021 – June 30, 2022

Table of Contents

FY 2022 Annual Budget

	Page
1. General Fund - City Budget	
General Government	
Appropriation Pages.....	1 - 7
City Council.....	8 - 10
Executive Office of the Mayor.....	11 - 13
311 / Constituent Services.....	14 - 16
Office of the City Auditor.....	17 - 19
Office of Purchasing & Procurement.....	20 - 22
Office of Assessing.....	23 - 25
Office of Treasurer/Collector.....	26 - 31
Office of the City Solicitor.....	32 - 34
Department of Human Resources.....	35 - 38
Department of Information Technology.....	39 - 41
City Clerk.....	42 - 45
Licensing.....	46 - 48
Conservation Commission.....	49 - 51
Planning Board.....	52 - 54
Zoning Board of Appeals.....	55 - 57
Public Safety	
Police Department.....	58 - 65
Fire Department.....	66 - 72
Inspectional Services Division (ISD).....	73 - 78
Emergency Communications Center.....	79 - 82
Department of Public Works (DPW)	
Executive Division.....	83 - 88
Facilities Maintenance Division.....	89 - 92

Table of Contents

FY 2022 Annual Budget

	Page
Department of Public Works (DPW) continued	
Engineering Division.....	93 - 95
Parks and Cemeteries Division.....	96 - 99
Stadium Division.....	100 - 101
Highway Division.....	102 - 105
Snow and Ice Division.....	106 - 107
Solid Waste Division.....	108 - 109
Human Services	
Department of Health and Human Services.....	110 - 114
Department of Planning & Development.....	115 - 117
Department of Transportation.....	118 - 120
Council on Aging.....	121 - 122
Office of Veterans Services.....	123 - 126
Commission on Disability.....	127 - 129
Office of Human Services.....	130 - 132
Libraries and Recreation	
Department of Libraries.....	133 - 136
Office of Health and Wellness.....	137 - 139
Fixed Costs	
Retirement of Long Term Capital Debt.....	140
Long Term Debt Interest.....	140 - 141
Short Term Debt Interest.....	141
Retirement Board - Non Contributory Pension and Pension Fund Contribution.....	141
Unemployment Compensation.....	141

Table of Contents

FY 2022 Annual Budget

	Page
Fixed Costs continued	
Employee Benefits - Life Insurance, Health Insurance, A D & D Insurance.....	141 - 142
FICA (Medicare).....	142
Employee Injuries - Active Police & Fire, Retired Police & Fire, Workers Compensation.....	142
Property/Liability Insurance - Comp General Liability, Insurance Deductibles.....	142
2. W/S Enterprise Fund - Budget and Capital Improvement Program	
Letter from CFO/Auditor.....	143
Enterprise Fund Overview.....	144
FY2022 Operating Water/Sewer Enterprise Fund Budget	145 - 155
Proposed Water and Sewer Rates.....	156
MWRA Advisory Board 2020 Annual Water and Sewer Retail Rate Survey.....	157 - 167
FY2022 Water & Sewer Enterprise Fund Capital Budget - Executive Summary.....	168 - 169
City of Everett Capital Plan - Enterprise Fund (Water/Sewer) Fiscal Year 2021-2025.....	170
Water/Sewer Pro Forma Debt Schedule.....	171
3. ECTV	
ECTV Personnel & Notes to Budget.....	172 - 174
4. Capital Improvement Program	
Capital Improvement Program: Mayor's Message.....	175 - 176
Capital Improvement Program Overview.....	177
FY2022 CIP - General Fund: Executive Summary.....	178 - 181
Capital Improvement Policies and Debt Policies.....	182 - 183
City of Everett Five Year Capital Improvement Program - General Fund - Fiscal Years 2021-2025.....	184 - 188
City of Everett Capital Plan - Enterprise Fund (Water/Sewer) - Fiscal Years 2021-2025.....	189
Department Head Guidelines.....	190 - 191
Everett Debt Service Projection - FY2022 Projects - General Fund.....	192 - 194

Annual Appropriation Order

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

111	CITY COUNCIL		Total
	Personnel Services	403,560	
	General Expenditures	89,000	492,560
121	EXECUTIVE OFFICE OF THE MAYOR		
	Personnel Services	567,854	
	General Expenditures	362,144	929,998
129	311/CONSTITUENT SERVICES		
	Personnel Services	410,231	
	General Expenditures	10,000	420,231
135	DIVISION OF FINANCE / OFFICE OF THE CITY AUDITOR		
	Personnel Services	468,929	
	General Expenditures	230,500	699,429
138	DIVISION OF FINANCE / OFFICE OF PURCHASING & PROCUREMENT		
	Personnel Services	100,538	
	General Expenditures	18,500	119,038
141	DIVISION OF FINANCE / OFFICE OF ASSESSING		
	Personnel Services	313,221	
	General Expenditures	360,875	674,096
145	DIVISION OF FINANCE / OFFICE OF TREASURER - COLLECTOR		
	Personnel Services	875,697	
	General Expenditures	469,750	1,345,447
151	OFFICE OF THE CITY SOLICITOR		
	Personnel Services	449,519	
	General Expenditures	96,200	545,719

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

152	DEPARTMENT OF HUMAN RESOURCES		
	Personnel Services	1,397,213	
	General Expenditures	79,500	1,476,713
155	DEPARTMENT OF INFORMATION TECHNOLOGY		
	Personnel Services	246,846	
	General Expenditures	1,015,000	
	Capital Improvements	35,000	1,296,846
161	CITY CLERK/ELECTIONS		
	Personnel Services	657,662	
	General Expenditures	152,200	809,862
165	LICENSING		
	Personnel Services	7,200	
	General Expenditures	500	7,700
171	CONSERVATION COMMISSION		
	Personnel Services	15,600	
	General Expenditures	685	16,285
175	PLANNING BOARD		
	Personnel Services	14,300	
	General Expenditures	100	14,400
176	ZONING BOARD OF APPEALS		
	Personnel Services	14,696	
	General Expenditures	500	15,196

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

PUBLIC SAFETY (200s)

210	POLICE DEPARTMENT		
	Personnel Services	15,686,462	
	General Expenditures	457,400	
	Capital Improvements	78,147	16,222,009
220	FIRE DEPARTMENT		
	Personnel Services	11,858,814	
	General Expenditures	300,500	
	Capital Improvements	35,000	12,194,314
242	DEPARTMENT OF INSPECTIONAL SERVICES		
	Personnel Services	1,839,757	
	General Expenditures	2,402,500	4,242,257
299	EMERGENCY COMMUNICATIONS CENTER		
	Personnel Services	1,126,629	
	General Expenditures	90,800	1,217,429

D P W (400s)

DEPARTMENT OF PUBLIC WORKS			
490	Personnel Services - Executive Division	960,417	
	General Expenditures	1,173,450	2,133,867
491	Personnel Services - Facilities Division	1,572,429	
	General Expenditures	590,000	2,162,429

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

D P W (400s) (continued)

492	Personnel Services - Engineering Division	297,904	
	General Expenditures	365,000	662,904
493	Personnel Services - Parks and Cemeteries Division	1,350,619	
	General Expenditures	762,500	2,113,119
494	General Expenditures -Stadium	29,000	29,000
495	Personnel Services - Highway Division	1,315,350	
	General Expenditures	565,000	1,880,350
496	Personnel Services - Snow and Ice	70,000	
	General Expenditures	325,000	395,000
497	General Expenditures - Solid Waste	4,410,000	4,410,000

HUMAN SERVICES (500s)

510	DEPARTMENT OF HEALTH AND HUMAN SERVICES		
	Personnel Services	1,372,136	
	General Expenditures	83,850	1,455,986
521	DEPARTMENT OF PLANNING & DEVELOPMENT		
	Personnel Services	355,634	
	General Expenditures	318,000	673,634
521	DEPARTMENT OF TRANSPORTATION		
	Personnel Services	185,100	
	General Expenditures	305,000	490,100

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

HUMAN SERVICES (500s) (continued)

541	COUNCIL ON AGING		
	General Expenditures	47,500	47,500
543	OFFICE OF VETERANS SERVICES		
	Personnel Services	106,936	
	General Expenditures	464,450	571,386
544	COMMISSION ON DISABILITY		
	Personnel Services	10,700	
	General Expenditures	250	10,950
599	OFFICE OF HUMAN SERVICES		
	Personnel Services	411,171	
	General Expenditures	130,500	541,671

LIBRARIES AND RECREATION (600s)

610	DEPARTMENT OF LIBRARIES		
	Personnel Services	925,706	
	General Expenditures	303,949	1,229,655
630	OFFICE OF HEALTH AND WELLNESS		
	Personnel Services	341,358	
	General Expenditures	39,500	380,858
SUBTOTAL: CITY DEPARTMENT COSTS \$		61,927,938	\$ 61,927,938

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2022

FIXED COSTS

710	RETIREMENT OF LONG TERM CAPITAL DEBT	9,034,416	9,034,416
751	LONG TERM DEBT INTEREST	3,187,557	3,187,557
752	SHORT TERM DEBT INTEREST	210,000	210,000
911	RETIREMENT BOARD Pension Fund Contribution	18,142,118	18,142,118
913	UNEMPLOYMENT COMPENSATION	330,000	330,000
914	EMPLOYEE INSURANCE		
	Life Insurance	88,000	
	Health Insurance	21,883,872	
	A D & D Insurance	28,000	21,999,872
915	FICA (Medicare)	1,936,012	1,936,012
944	EMPLOYEE INJURIES		
	Active Police & Fire	400,000	
	Retired Police & Fire	19,500	
	Workers Comp	772,000	1,191,500
945	PROPERTY / LIABILITY INSURANCE		
	Comp General Liability	1,984,650	
	Insurance Deductibles	151,500	2,136,150
	SUBTOTAL: FIXED COSTS \$	58,167,625	\$ 58,167,625

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
FISCAL YEAR 2022

SCHOOL DEPARTMENT

300	SCHOOL DEPARTMENT	98,862,378	
300	Special Ed Transportation	0	98,862,378

SUBTOTAL: SCHOOL DEPARTMENT \$ 98,862,378

City Department Costs	61,927,938	
Fixed Costs	58,167,625	120,095,563
School Department	98,862,378	

RECOMMENDED APPROPRIATION GRAND TOTAL: \$ 218,957,941

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

111 - CITY COUNCIL		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-111-1-5111	SALARIES	\$53,544.75	\$53,341.00	\$45,115.65	\$54,675.00	\$54,675.00	_____
01-111-1-5143	LONGEVITY	\$0.00	\$400.00	\$400.00	\$400.00	\$400.00	_____
01-111-1-5191	CITY COUNCIL STIPENDS	\$332,749.86	\$335,500.00	\$281,583.40	\$348,485.00	\$348,485.00	_____
PERSONNEL Total:		\$386,294.61	\$389,241.00	\$327,099.05	\$403,560.00	\$403,560.00	
EXPENSES							
01-111-2-5203	PERSONAL SERVICES	\$5,897.42	\$8,000.00	\$1,914.00	\$8,000.00	\$8,000.00	_____
01-111-2-5204	PROFESSIONAL LEGAL SERVICES	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-111-2-5280	EQUIPMENT & OTHER	\$1,446.48	\$3,000.00	\$656.78	\$3,000.00	\$3,000.00	_____
01-111-2-5346	ADVERTISING	\$9,697.00	\$9,000.00	\$6,802.00	\$10,000.00	\$10,000.00	_____
01-111-2-5420	OFFICE SUPPLIES	\$6,353.32	\$7,000.00	\$1,917.21	\$9,000.00	\$9,000.00	_____
01-111-2-5785	REIMBURSABLE EXPENSES	\$18,289.77	\$33,000.00	\$11,330.25	\$44,000.00	\$44,000.00	_____
01-111-2-5792	FORMAL EVENTS	\$4,596.44	\$0.00	\$0.00	\$10,000.00	\$10,000.00	_____
EXPENSES Total:		\$46,280.43	\$60,000.00	\$22,620.24	\$89,000.00	\$89,000.00	
111 CITY COUNCIL Total:		\$432,575.04	\$449,241.00	\$349,719.29	\$492,560.00	\$492,560.00	

111		CITY COUNCIL / LEGISLATIVE DEPARTMENT							
		PERSONNEL SERVICES							
									FY22
					FY21	FY22	FY22		
DEPT	POSITION	CLASS/ STEP	HOURS	FTE STAFF	FTE REQ	FTE REC	FY21 APPROPRIATION	FY22 DEPT REQUEST	MAYOR & COUNCIL REC
01-111-1-5111	Legislative Aide ¹	UNCL	35	1	1	1	\$53,341	\$54,675	\$54,675
01-111-1-5143	Legislative Aide	Longevity					\$400	\$400	\$400
01-111-1-5191	Legislative Aide - Part Time ³	UNCL		0	0	0	\$0	\$6,000	\$6,000
01-111-1-5191	Clerk of Committees - Part Time ¹	UNCL		0	0	0	\$41,000	\$42,025	\$42,025
01-111-1-5191	Clerk of the City Council ¹	UNCL		0	0	0	\$14,000	\$14,350	\$14,350
01-111-1-5191	City Councilors ²	UNCL		0	0	0	\$280,500	\$286,110	\$286,110
				<u>1</u>	<u>1</u>	<u>1</u>			
111	City Council / Legislative Department TOTAL								
City Councilors:	Wards: Fred Capone (1), Stephanie Martins (2),					Salary (5111)	\$53,341	\$54,675	\$54,675
	Anthony DiPierro (3), Jimmy Tri Le (4), Rosa DiFlorio (5),					Longevity (5143)	\$400	\$400	\$400
	Mike McLaughlin (6)					City Council Stipend (5191)	\$335,500	\$348,485	\$348,485
	At-Large: Wayne Matewsky, John Hanlon, Gerly Adrien,					Personnel Total:	\$389,241	\$403,560	\$403,560
	Mike Marchese, Richard Dell Isola								

Notes to Budget:

- ¹ This salary increased by 2.5% in FY22.
- ² Salary for a City Councilor is \$25,500 and increases by 2% on January 1, 2022.
- ³ New part-time position added.

(111) City Council - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	53,341	54,675	\$1,334	3%	Salary increase of 2.5% for Mr. Mangan.
Longevity	400	400	\$0	0%	Mr. Mangan
City Council Stipends	335,500	348,485	\$12,985	4%	Salaries for Mr. Burley and Mr. Cornelio increased 2.5%. Council members salaries increase by 2% on January 1, 2022. Added a part-time Aide.
Total Personnel Services	\$389,241	\$403,560	\$14,319	4%	
General Operating Expenses					
Personal Services	8,000	8,000	\$0	0%	For supplies for events that the City has (giveaways). Also to pay for consultants for their services.
Professional Legal Services	0	5,000	\$5,000	100%	To hire legal counsel when needed. Did not request funding in FY21.
Equipment & Other	3,000	3,000	\$0	0%	HP copier/\$240 per month. Includes maintenance fee.
Advertising	7,000	10,000	\$3,000	43%	Newspaper ads for advertising passed ordinances.
Office Supplies	9,000	9,000	\$0	0%	All other office supplies. Update furniture as needed.
Reimbursement Expenses	33,000	44,000	\$11,000	33%	Seeking to increase amount to \$4K per member. Includes travel/conferences and other reimbursements.
Formal Events	0	10,000	\$10,000	100%	For formal events such as the mid-term address or annual address. Not requesting funding in FY21.
Total Expenditures	\$60,000	\$89,000	\$29,000	48%	
Total City Council	\$449,241	\$492,560	\$43,319	10%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

121 - EXECUTIVE OFFICE OF MAYOR							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-121-1-5111	SALARIES	\$764,703.24	\$766,878.00	\$613,213.83	\$561,454.00	\$561,454.00	_____
01-121-1-5113	PART TIME SALARIES	\$44,823.51	\$51,120.00	\$4,687.38	\$0.00	\$0.00	_____
01-121-1-5130	OVERTIME	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	_____
01-121-1-5143	LONGEVITY	\$400.00	\$400.00	\$1,516.00	\$400.00	\$400.00	_____
01-121-1-5190	AUTO ALLOWANCE	\$11,830.26	\$0.00	\$3,522.40	\$6,000.00	\$6,000.00	_____
PERSONNEL Total:		\$821,757.01	\$823,398.00	\$622,939.61	\$567,854.00	\$567,854.00	
EXPENSES							
01-121-2-5300	PROFESSIONAL SERVICES	\$4,159.93	\$10,000.00	\$1,290.69	\$10,000.00	\$10,000.00	_____
01-121-2-5340	TELECOMMUNICATIONS	\$429.58	\$2,300.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-121-2-5346	ADVERTISING	\$98,485.11	\$86,300.00	\$55,939.75	\$91,300.00	\$91,300.00	_____
01-121-2-5420	OFFICE SUPPLIES	\$3,876.46	\$6,885.00	\$1,318.97	\$6,885.00	\$6,885.00	_____
01-121-2-5427	NATIONAL LEAGUE OF CITIES	\$0.00	\$5,929.00	\$0.00	\$5,929.00	\$5,929.00	_____
01-121-2-5700	RECOGNITION AND AWARDS	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-121-2-5716	PROFESSIONAL DEVELOPMENT	\$173.98	\$13,284.00	\$196.25	\$13,000.00	\$13,000.00	_____
01-121-2-5720	OUT-OF-STATE TRAVEL	\$1,065.80	\$6,373.00	\$0.00	\$4,000.00	\$4,000.00	_____
01-121-2-5730	DUES-MASS MUNICIPAL ASSOC	\$11,322.00	\$11,730.00	\$11,322.00	\$11,730.00	\$11,730.00	_____
01-121-2-5732	DUES-US CONFERENCE OF MAYORS	\$3,489.00	\$5,800.00	\$0.00	\$5,800.00	\$5,800.00	_____
01-121-2-5734	DUES-METRO MAYOR	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-121-2-5785	OTHER EXPENSES	\$37,476.17	\$105,000.00	\$759.39	\$100,000.00	\$100,000.00	_____
01-121-2-5796	OFFICIAL CELEBRATIONS	\$113,039.11	\$100,000.00	\$19,902.91	\$100,000.00	\$100,000.00	_____
EXPENSES Total:		\$283,517.14	\$366,101.00	\$90,729.96	\$362,144.00	\$362,144.00	
121 EXECUTIVE OFFICE OF MAYOR Total:		\$1,105,274.15	\$1,189,499.00	\$713,669.57	\$929,998.00	\$929,998.00	

121 EXECUTIVE OFFICE OF THE MAYOR										
PERSONNEL SERVICES										
				FY21	FY22	FY22		FY22	FY22	
		CLASS/		FTE	DEPT	MAYOR		FY22	FY22	
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	FY21	DEPT	& Council	
							APPROPRIATION	REQUEST	REC	
01-121-1-5111	Mayor ¹	UNCL	35	1	1	1	\$188,700	\$191,475	\$191,475	
01-121-1-5111	Chief of Staff ²	UNCL	18.5	1	1	1	\$61,950	\$147,900	\$147,900	
01-121-1-5111	Communications Director ³	UNCL	35	0	0.50	0.50	\$0	\$55,000	\$55,000	
01-121-1-5111	Director of Diversity, Equity & Inclusion (DEI)	UNCL	35	1	1	1	\$85,000	\$85,000	\$85,000	
01-121-1-5111	Constituent Services / 311 Director ⁴	UNCL	35	1	0	0	\$97,559	\$0	\$0	
01-121-1-5111	Executive Manager ²	UNCL	35	1	1	1	\$80,469	\$82,079	\$82,079	
01-121-1-5143	Executive Manager	Longevity					\$400	\$400	\$400	
01-121-1-5111	*Assistant 311 Director ⁴	UNCL	35	1	0	0	\$60,352	\$0	\$0	
01-121-1-5111	*Secretary / Constituent Services ⁴	UNCL	35	1	0	0	\$58,924	\$0	\$0	
01-121-1-5111	Constituent Services Aide ⁴	UNCL	35	1	0	0	\$58,924	\$0	\$0	
01-121-1-5113	Constituent Services Aide - PT ⁴	UNCL	Varies	0	0	0	\$21,490	\$0	\$0	
01-121-1-5113	Constituent Services Aide - PT ⁴	UNCL	Varies	0	0	0	\$6,038	\$0	\$0	
01-121-1-5113	Constituent Services Aide - PT ⁴	UNCL	Varies	0	0	0	\$23,592	\$0	\$0	
				8	4.50	4.50				
121	Mayor's Office TOTAL									
* These positions are multi-lingual							Salary (5111)	\$691,878	\$561,454	\$561,454
							Part Time (5113)	\$51,120	\$0	\$0
							Overtime (5130)	\$5,000	\$0	\$0
							Longevity (5143)	\$400	\$400	\$400
							Auto Allowance (5190)	\$0	\$6,000	\$6,000
							Personnel Total:	\$748,398	\$567,854	\$567,854
Notes to Budget:										
¹ Increase for Mayor is effective 1.1.22 per City Charter.										
² 2% COLA on all administrative salaries.										
³ Position split between Mayor's Office and ECTV.										
⁴ Moved to new department 311/Constituent Services.										

(121) Executive Office of the Mayor - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	766,878	561,454	(205,424)	-27%	Increase for Mayor effective 1/1/22. 2% COLA on all administrative salaries. Some salaries moved to new department 311/Constituent Services. One position split between Mayor's Office and ECTV.
Part Time Salaries	51,120	0	(51,120)	-100%	Salaries moved to new department 311/Constituent Services.
Overtime	5,000	0	(5,000)	-100%	Overtime moved to new department 311/Constituent Services.
Longevity	400	400	0	0%	Ms. Lattanzi
Auto Allowance	0	6,000	6,000	100%	Reduced 50%.
Total Personnel Services	\$823,398	\$567,854	(255,544)	-31%	
General Operating Expenses					
Professional Services	10,000	10,000	0	0%	Boston Globe, FADA office cleaners, Belmont Springs.
Telecommunications	2,300	1,000	(1,300)	-57%	Telephones for Mayor/Staff.
Advertising	66,300	91,300	25,000	38%	Our local papers. Also Boston Globe when necessary.
Office Supplies	6,885	6,885	0	0%	WB Mason.
National League of Cities	5,929	5,929	0	0%	Annual payment for membership.
Recognition & Awards	2,500	2,500	0	0%	Velocity, State Line Graphics, Paragon Press, O'Connor Awards.
Professional Development	13,284	13,000	(284)	-2%	Any training courses needed by the staff.
Out-of-State Travel	6,373	4,000	(2,373)	-37%	The Mayor participates in various conferences, municipal policy boards and educational boards to ensure active engagement in and awareness of current issues and trends facing municipalities.
Dues/Mass Municipal Assn	11,730	11,730	0	0%	Annual payment for membership.
Dues/US Conference of Mayors	5,800	5,800	0	0%	Annual payment for membership.
Dues/Metro Mayor	10,000	10,000	0	0%	Annual payment for membership.
Other Expenses	125,000	100,000	(25,000)	-20%	Unexpected expenses / MGC gaming match.
Official Celebrations	\$100,000	\$100,000	0	0%	July 4th, City Fest, drum & bugle, holiday celebrations. Supports the Mayor's goals of expanding and deepening community engagement., offering economic and educational opportunity to all, and increasing opportunities for residents to enjoy the City's open spaces.
Total Expenditures	\$366,101	\$362,144	(3,957)	-1%	
Total Mayor's Office	\$1,189,499	\$929,998	(259,501)	-22%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

129 - 311/CONSTITUENTS SERVCIES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-129-1-5111	SALARIES	\$0.00	\$0.00	\$0.00	\$353,089.00	\$353,089.00	_____
01-129-1-5113	PART TIME SALARIES	\$0.00	\$0.00	\$0.00	\$52,142.00	\$52,142.00	_____
01-129-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
PERSONNEL Total:		\$0.00	\$0.00	\$0.00	\$410,231.00	\$410,231.00	
EXPENSES							
01-129-2-5340	TELECOMMUNICATIONS	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-129-2-5346	ADVERTISING	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	_____
01-129-2-5420	OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	_____
EXPENSES Total:		\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	
129 311/CONSTITUENTS SERVCIES Total:		\$0.00	\$0.00	\$0.00	\$420,231.00	\$420,231.00	

129 311 / CONSTITUENT SERVICES									
PERSONNEL SERVICES									
					FY21	FY22			FY22
					DEPT	MAYOR			MAYOR
		CLASS/			F T E	F T E	F T E	FY21	FY22
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	DEPT	& Council
								REQUEST	REC
01-129-1-5111	Constituent Services / 311 Director ¹	UNCL	35	0	1	1	\$0	\$99,511	\$99,511
01-129-1-5111	*Assistant 311 Director ¹	UNCL	35	0	1	1	\$0	\$61,560	\$61,560
01-129-1-5111	Weekend Coordinator	UNCL	35	0	1	1	\$0	\$71,812	\$71,812
01-129-1-5111	*Secretary / Constituent Services ¹	UNCL	35	0	1	1	\$0	\$60,103	\$60,103
01-129-1-5111	Constituent Services Aide ¹	UNCL	35	0	1	1	\$0	\$60,103	\$60,103
01-129-1-5113	Constituent Services Aide - PT ¹	UNCL	Varies	0	0	0	\$0	\$21,920	\$21,920
01-129-1-5113	Constituent Services Aide - PT ¹	UNCL	Varies	0	0	0	\$0	\$6,159	\$6,159
01-129-1-5113	Constituent Services Aide - PT ¹	UNCL	Varies	0	0	0	\$0	\$24,064	\$24,064
				0	5	5			
129	311/Constituent Services Office TOTAL								
* These positions are multi-lingual					Salary (5111)		\$0	\$353,089	\$353,089
					Part Time (5113)		\$0	\$52,142	\$52,142
					Overtime (5130)		\$0	\$5,000	\$5,000
					Personnel Total:		\$0	\$410,231	\$410,231
Notes to Budget:									
¹ 2% COLA on all administrative salaries.									

(129) 311 / Constituent Services - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	0	353,089	353,089	100%	2% COLA added to administrative salaries.
Part Time Salaries	0	52,142	52,142	100%	For 3 part-time positions.
Overtime	0	5,000	5,000	100%	In lieu of comp time.
Total Personnel Services	\$0	\$410,231	410,231	100%	
General Operating Expenses					
Telecommunications	0	1,000	1,000	100%	Telephones for staff.
Advertising	0	6,000	6,000	100%	Our local papers. Also Boston Globe when necessary.
Office Supplies	0	3,000	3,000	100%	WB Mason
Total Expenditures	\$0	\$10,000	10,000	100%	
Total 311/Constituent Services	\$0	\$420,231	420,231	100%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

135 - OFFICE OF THE CITY AUDITOR							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-135-1-5111	SALARIES	\$475,787.82	\$435,130.00	\$390,657.28	\$455,979.00	\$455,979.00	_____
01-135-1-5130	OVERTIME	\$6,712.70	\$8,000.00	\$748.47	\$10,000.00	\$10,000.00	_____
01-135-1-5143	LONGEVITY	\$2,550.00	\$3,700.00	\$1,700.00	\$2,950.00	\$2,950.00	_____
PERSONNEL Total:		\$485,050.52	\$446,830.00	\$393,105.75	\$468,929.00	\$468,929.00	
EXPENSES							
01-135-2-5307	AUDIT/PROFESSIONAL SVCS	\$27,478.90	\$105,000.00	\$18,076.25	\$105,000.00	\$100,000.00	_____
01-135-2-5420	OFFICE SUPPLIES	\$2,517.66	\$7,000.00	\$1,742.24	\$7,000.00	\$7,000.00	_____
01-135-2-5700	PRINTING BUDGET DOCUMENTS	\$1,113.24	\$4,000.00	\$575.00	\$4,000.00	\$3,500.00	_____
01-135-2-5710	PROFESSIONAL DEVELOPMENT	\$1,651.90	\$5,000.00	\$1,501.70	\$5,000.00	\$5,000.00	_____
01-135-2-5785	FINANCIAL SOFTWARE & EQUIPMENT	\$78,597.00	\$90,000.00	\$82,526.85	\$120,000.00	\$115,000.00	_____
EXPENSES Total:		\$111,358.70	\$211,000.00	\$104,422.04	\$241,000.00	\$230,500.00	
135 OFFICE OF THE CITY AUDITOR Total:		\$596,409.22	\$657,830.00	\$497,527.79	\$709,929.00	\$699,429.00	

135 DEPARTMENT OF FINANCIAL SERVICES /OFFICE OF THE CITY AUDITOR										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22	
				FTE	DEPT	MAYOR				FTE
				STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-135-1-5111	CFO / City Auditor ¹	UNCL	35	1	1	1	\$164,000	\$168,100	\$168,100	
01-137-1-5111	Budget Director ²	UNCL	35	1	1	1	\$81,307	\$85,373	\$85,373	
01-137-1-5143	Budget Director	Longevity					\$1,700	\$1,700	\$1,700	
01-135-1-5111	Assistant City Auditor ⁴	UNCL	35	1	1	1	\$76,910	\$87,000	\$87,000	
01-135-1-5111	Administrative Assistant ³	A-6U/6	35	1	1	1	\$55,910	\$59,306	\$59,306	
01-137-1-5143	Administrative Assistant	Longevity					\$1,000	\$1,250	\$1,250	
01-135-1-5111	Administrative Assistant ³	A-6U/4	35	1	1	1	\$57,002	\$56,200	\$56,200	
01-137-1-5143	Administrative Assistant	Longevity	35				\$1,000	\$0	\$0	
				5	5	5				
135	City Auditor TOTAL									
							Salary (5111)	\$435,130	\$455,979	\$455,979
							Overtime (5130)	\$8,000	\$10,000	\$10,000
							Longevity (5143)	\$3,700	\$2,950	\$2,950
							Personnel Total:	\$446,830	\$468,929	\$468,929

Notes to Budget:

¹ Annual salary is contractual.

² 5% increase on administrative salary.

³ Local 25 Clerical union increase 2% in anticipation of contract settlement.

⁴ Seeking salary reclassification in FY22.

(135) Office of the City Auditor - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	435,130	455,979	20,849	5%	Contractual salary increase for Mr. Demas. 5% increase on administrative salary. 1 reclassification requested. Local 25 Clerical union 2% increase in anticipation of contract settlement.
Overtime	8,000	10,000	2,000	100%	Contractual for union staff.
Longevity	3,700	2,950	(750)	-20%	Ms. Hurley \$1,700, Ms. Crafts \$1,250.
Total Personnel Services	\$446,830	\$468,929	22,099	5%	
General Operating Expenses					
Audit/Professional Services	105,000	100,000	(5,000)	-5%	Powers & Sullivan, Lyons Consulting, Nina Bridgeman, MCGOA, OPEB actuarial report
Office Supplies	7,000	7,000	0	0%	WB Mason, Alden Hauk, Belmont Springs, SoftRight
Printing Budget Documents	4,000	3,500	(500)	-13%	WB Mason - All supplies to print CIP, City, ECTV and W/S budgets. Also for GFOA budget submission.
Professional Development	5,000	5,000	0	0%	Professional courses for Auditor and staff.
Financial Software	90,000	115,000	25,000	28%	Added new vendor ClearGov. Also for SoftRight and Vadar.
Total Expenditures	\$211,000	\$230,500	19,500	9%	
Total City Auditor	\$657,830	\$699,429	\$41,599	6.3%	
Retirement Board (Found under Fixed Costs)					
Payment Pension Fund	16,743,323	18,142,118	1,398,795	8%	Reflects the updated biennial valuation completed by PERAC.
Total	\$16,743,323	\$18,142,118	\$1,398,795	8%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

138 - OFFICE OF PURCHASING & PROCURE							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-138-1-5111	SALARIES	\$121,070.69	\$49,284.00	\$52,826.03	\$100,538.00	\$100,538.00	_____
01-138-1-5130	OVERTIME	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$121,470.69	\$49,284.00	\$52,826.03	\$100,538.00	\$100,538.00	
EXPENSES							
01-138-2-5248	SOFTWARE/OTHER	\$12,000.00	\$13,000.00	\$11,272.00	\$14,000.00	\$14,000.00	_____
01-138-2-5420	OFFICE SUPPLIES	\$240.00	\$3,500.00	\$1,129.40	\$3,500.00	\$2,500.00	_____
01-138-2-5710	PROFESSIONAL DEVELOPMENT	\$1,468.58	\$2,000.00	\$1,428.78	\$2,000.00	\$2,000.00	_____
EXPENSES Total:		\$13,708.58	\$18,500.00	\$13,830.18	\$19,500.00	\$18,500.00	
138 OFFICE OF PURCHASING & PROCURE		\$135,179.27	\$67,784.00	\$66,656.21	\$120,038.00	\$119,038.00	

138 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF PURCHASING & PROCUREMENT									
PERSONNEL SERVICES									
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22
				STAFF	DEPT	MAYOR		APPROPRIATION	DEPT
				FTE	FTE	FTE		REQUEST	REC
01-138-1-5111	Chief Procurement Officer ^{1 2}	UNCL	40	0.50	1	1	\$49,283	\$100,537	\$100,537
01-138-1-5111	Administrative Assistant ³	A-6U/8	35	0	0	0	\$1	\$1	\$1
				0.5	1	1			
138	Purchasing TOTAL								
						Salary (5111)	\$49,284	\$100,538	\$100,538
						Personnel Total:	\$49,284	\$100,538	\$100,538

Notes to Budget:

¹ Position moved back to Purchasing at 100% support.

² 2% COLA added to salary in FY22.

³ Not requesting funding for this vacant position in FY22.

(138) Office of Purchasing & Procurement - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	49,284	100,538	51,254	104%	Mr. Moreschi's funding is no longer split between Purchasing and DPW Highway.
Total Personnel Services	\$49,284	\$100,538	51,254	104%	
General Operating Expenses					
Software/Other	13,000	14,000	1,000	8%	We continue to utilize DocuSign, which is a software that allows us to electronically send all contracts through a secured email. This process has led to a more efficient signing process and is saving a tremendous amount of paper.
Office Supplies	3,500	2,500	(1,000)	-29%	FedEx for mailings: bid packages and contracts, all supplies for the Purchasing Department and supplies for the contract binding and bid package creation.
Professional Development	2,000	2,000	0	0%	MCPPO courses to maintain certification as Purchasing Agent through the Commonwealth. Ongoing professional development courses as needed to retain certification and keep current on Massachusetts General Law requirements and exemptions as well as cost of memberships to different organizations.
Total Expenditures	\$18,500	\$18,500	0	0%	
Total Purchasing Office	\$67,784	\$119,038	\$51,254	76%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

141 - OFFICE OF ASSESSING		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-141-1-5111	SALARIES	\$245,441.00	\$261,772.00	\$140,379.57	\$291,221.00	\$291,221.00	_____
01-141-1-5143	LONGEVITY	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-141-1-5191	BOARD OF ASSESSORS - STIPEND	\$34,299.96	\$21,000.00	\$14,000.00	\$21,000.00	\$21,000.00	_____
PERSONNEL Total:		\$279,740.96	\$283,772.00	\$154,379.57	\$313,221.00	\$313,221.00	
EXPENSES							
01-141-2-5240	EQUIPMENT MAINTENANCE	\$1,156.88	\$1,375.00	\$0.00	\$1,375.00	\$1,375.00	_____
01-141-2-5301	PROFESSIONAL SERVICES	\$147,239.75	\$450,000.00	\$299,675.91	\$350,000.00	\$350,000.00	_____
01-141-2-5420	OFFICE SUPPLIES	\$1,855.36	\$4,500.00	\$1,198.87	\$4,500.00	\$4,500.00	_____
01-141-2-5710	PROFESSIONAL DEVELOPMENT	\$1,837.24	\$5,000.00	\$728.48	\$5,000.00	\$5,000.00	_____
EXPENSES Total:		\$152,089.23	\$460,875.00	\$301,603.26	\$360,875.00	\$360,875.00	
141 OFFICE OF ASSESSING Total:		\$431,830.19	\$744,647.00	\$455,982.83	\$674,096.00	\$674,096.00	

141 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF ASSESSING										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22	
				FTE	DEPT	MAYOR				APPROPRIATION
				STAFF	REQ	REC		REQUEST	REC	
01-141-1-5111	Assessor ¹	UNCL	35	1	1	1	\$94,176	\$105,060	\$105,060	
01-141-1-5111	Assistant Assessor	UNCL	35	1	1	1	\$65,375	\$78,000	\$78,000	
01-141-1-5111	Administrative Assistant ²	A-6U/7	35	1	1	1	\$58,466	\$60,480	\$60,480	
01-141-1-5143	Administrative Assistant	Longevity					\$1,000	\$1,000	\$1,000	
01-141-1-5111	Clerk ²	C-6U/4	35	1	1	1	\$43,754	\$47,680	\$47,680	
01-141-1-5111	Clerk ³	C-3U/1	35	0	0	0	\$1	\$1	\$1	
01-141-1-5191	Board of Assessors Chair	Board		0	0	0	\$9,000	\$9,000	\$9,000	
01-141-1-5191	Board Member	Board		0	0	0	\$6,000	\$6,000	\$6,000	
01-141-1-5191	Board Member	Board		0	0	0	\$6,000	\$6,000	\$6,000	
				4	4	4				
141	Assessors TOTAL									
							Salary (5111)	\$261,772	\$291,221	\$291,221
							Longevity (5143)	\$1,000	\$1,000	\$1,000
							Board of Assesors Stipends (5191)	\$21,000	\$21,000	\$21,000
							Personnel Total:	\$283,772	\$313,221	\$313,221

Notes to Budget:

¹ Received salary increase in FY21 to remain competitive with other communities.
² Local 25 Clerical union 2% increase in anticipation of contract settlement.
³ Not requesting funding for this position in FY22.

(141) Office of Assessing - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	261,772	291,221	\$29,449	11%	Assessor's salary reclassified during FY21. Local 25 Clerical 2% increase in anticipation of contract settlement. Not requesting funding for 1 position in FY22.
Longevity	1,000	1,000	\$0	0%	Ms. Heggarty.
Stipends	21,000	21,000	\$0	0%	Mr. Hart, Chair (\$9K), Mr. Tozzi & Mr. Keohan (\$6K each).
Total Personnel Services	\$283,772	\$313,221	\$29,449	10%	
General Operating Expenses					
Equipment Maintenance	1,375	1,375	\$0	0%	Simplex Grinnell time stamp (\$198), HP printer (\$1K)
Professional Services	450,000	350,000	(\$100,000)	-22%	Patriot Properties revaluation, personal property valuation, attorneys fees representation for ATB cases, David Klebanoff, Esquire for Distrigas ATB trial (\$ Unknown); Appraisals on various properties including LNG terminal, 504 accounts, Mystic Station.
Office Supplies	4,500	4,500	\$0	0%	Includes paper, envelopes, glue sticks, etc. Replacement chairs, storage boxes, appointment books, ink cartridges, notebooks. Increase in additional mailings and use of copy paper.
Professional Development	5,000	5,000	\$0	0%	Courses for staff - attending when courses and workshops are available.
Total Expenditures	\$460,875	\$360,875	(\$100,000)	-22%	
Total Assessing Office	\$744,647	\$674,096	(\$70,551)	-9%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

145 - OFFICE OF TREASURER/COLLECTOR							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-145-1-5111	SALARIES	\$737,848.01	\$757,119.00	\$575,648.12	\$861,019.00	\$857,097.00	_____
01-145-1-5130	OVERTIME	\$6,863.85	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-145-1-5143	LONGEVITY	\$11,100.00	\$8,500.00	\$8,400.00	\$8,900.00	\$8,900.00	_____
01-145-1-5144	ABOVE GRADE DIFF	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	_____
01-145-1-5191	HEARING OFFICER STIPEND	\$4,800.00	\$5,000.00	\$3,880.00	\$5,000.00	\$5,000.00	_____
01-145-1-5193	CLOTHING ALLOWANCE	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	_____
PERSONNEL Total:		\$761,311.86	\$775,319.00	\$591,628.12	\$879,619.00	\$875,697.00	
EXPENSES							
01-145-2-5240	EQUIPMENT MAINTENANCE	\$964.19	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	_____
01-145-2-5306	RECORDING FEES	\$5,143.30	\$30,000.00	\$140.00	\$30,000.00	\$30,000.00	_____
01-145-2-5312	DATA PROCESSING (DP) PAYROLL/HMN	\$51,903.90	\$62,000.00	\$39,819.61	\$62,000.00	\$62,000.00	_____
01-145-2-5314	DP TAX BILLING & COLLECTION	\$1,309.57	\$2,000.00	\$869.07	\$2,000.00	\$2,000.00	_____
01-145-2-5344	POSTAGE	\$63,091.59	\$55,000.00	\$17,612.10	\$55,000.00	\$55,000.00	_____
01-145-2-5385	OTHER CHARGES	\$217,276.91	\$200,000.00	\$198,906.36	\$250,000.00	\$250,000.00	_____
01-145-2-5420	OFFICE SUPPLIES	\$3,221.56	\$5,000.00	\$385.23	\$5,000.00	\$5,000.00	_____
01-145-2-5430	METER REPAIRS & MAINTENANCE	\$22,160.25	\$50,000.00	\$6,312.67	\$50,000.00	\$50,000.00	_____
01-145-2-5580	PARKING METER MINOR EQUIPMENT	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-145-2-5745	INSURANCE	\$1,525.00	\$4,250.00	\$1,525.00	\$4,250.00	\$4,250.00	_____
EXPENSES Total:		\$366,596.27	\$419,750.00	\$265,570.04	\$469,750.00	\$469,750.00	
145 OFFICE OF TREASURER/COLLECTOR		\$1,127,908.13	\$1,195,069.00	\$857,198.16	\$1,349,369.00	\$1,345,447.00	

145 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF THE CITY TREASURER - COLLECTOR										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22	
				STAFF	DEPT	MAYOR				APPROPRIATION
				F T E	F T E	F T E	REQ	REC	REC	
01-145-1-5111	Treasurer/Collector ¹	UNCL	35	1	1	1		\$85,491	\$87,201	\$87,201
01-145-1-5143	Treasurer/Collector	Longevity						\$800	\$1,300	\$1,300
01-145-1-5111	Assistant Treasurer ³	UNCL	35	1	1	1		\$65,375	\$70,605	\$68,644
01-145-1-5111	Assistant Collector ³	UNCL	35	1	1	1		\$65,375	\$70,605	\$68,644
01-145-1-5111	Administrative Assistant ²	A-6U/8	35	1	1	1		\$61,395	\$63,509	\$63,509
01-145-1-5143	Administrative Assistant	Longevity						\$1,450	\$1,450	\$1,450
01-145-1-5111	Receiver ²	A-6U/8	35	1	1	1		\$58,466	\$63,509	\$63,509
01-145-1-5143	Receiver	Longevity						\$1,450	\$0	\$0
01-145-1-5111	Deputy Collector ²	A-6U/7	35	1	1	1		\$58,466	\$60,480	\$60,480
01-145-1-5111	Administrative Assistant ²	A-6U/8	35	0	1	1		\$1	\$63,509	\$63,509
01-145-1-5143	Administrative Assistant	Longevity						\$0	\$1,000	\$1,000
01-145-1-5111	Receiver ²	C-6U/8	35	1	1	1		\$52,480	\$54,288	\$54,288
01-145-1-5143	Receiver	Longevity						\$1,450	\$1,450	\$1,450
01-145-1-5111	Principal Clerk ²	C-6U/8	35	1	1	1		\$52,480	\$54,288	\$54,288
01-145-1-5143	Principal Clerk	Longevity						\$1,000	\$1,000	\$1,000
01-145-1-5111	Cashier ²	C-6U/8	35	1	1	1		\$52,480	\$54,288	\$54,288
01-145-1-5111	Principal Clerk ²	C-6U/5	35	1	1	1		\$48,124	\$54,288	\$54,288
01-145-1-5111	Cashier ²	C-6U/6	35	1	1	1		\$48,124	\$50,766	\$50,766
01-145-1-5111	Principal Clerk ²	C-6U/4	17.5	0.50	0.50	0.50		\$22,012	\$23,840	\$23,840
01-145-1-5111	Principal Clerk ²	C-6U/8	20	0.57	0.57	0.57		\$29,989	\$31,024	\$31,024
01-297-1-5143	Principal Clerk	Longevity						\$1,000	\$1,250	\$1,250
01-145-1-5111	Parking Meter Repairman ²	W7U/4	40	1	1	1		\$56,861	\$58,819	\$58,819
01-297-1-5143	Parking Meter Repairman	Longevity						\$1,350	\$1,450	\$1,450
01-297-1-5193	Parking Meter Repairman	Clothing						\$700	\$700	\$700
01-145-1-5191	Hearing Officer	UNCL	Varies	0	0	0		\$5,000	\$5,000	\$5,000
				13.07	14.07	14.07				
145	City Treasurer / Collector TOTAL									
							Salary (5111)	\$757,119	\$861,019	\$857,097

Continued...

(145) Office of Treasurer / Collector - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	757,119	857,097	99,978	13%	2% COLA added to administrative salary. Requesting 5% salary reclassification for the Assistants Treasurer/Collector to put parity between their salary and the clerical salary. Local 25 Clerical/DPW increased 2% in anticipation of contract settlement.
Overtime	1,000	1,000	0	0%	If clerks request OT in lieu of comp time.
Longevity	8,500	8,900	400	5%	Mr. Pesce (\$1,300), Ms. Liston (\$1,450), Ms. Bereznoski (\$1,450), Ms. Warren (\$1,000), Mrs. Peluso (\$1,250), Mr. Mackenzie (\$1,450)
Above Grade Differential	3,000	3,000	0	0%	Used when clerical staff fill in for someone at a higher job classification.
Hearing Officer Stipend	5,000	5,000	0	0%	Mr. Luongo, Parking Hearing Officer.
Clothing Allowance	700	700	0	0%	Mr. MacKenzie, Local 25 DPW contractual.
Total Personnel Services	\$775,319	\$875,697	100,378	13%	
General Operating Expenses					
Equipment Maintenance	1,500	1,500	0	0%	Service contracts on 4 date stamps/\$200 ea. Includes ribbons.
Recording Fees	30,000	30,000	0	0%	\$75 per deed. Anticipated to have 300 to 400 deeds in FY22.
Data Processing/Payroll/HR	62,000	62,000	0	0%	Contract Rates have not increased since last contract.
DP Tax Billing & Collection	2,000	2,000	0	0%	\$350 to \$400 for binding Commitment books. Balance for printer cartridges and paper. Also used for Treasurer/Collector association dues.
Postage	55,000	55,000	0	0%	Postage for all department in city. Also pays for supplies to maintain the mail machine.
Other Charges	200,000	250,000	50,000	25%	Century Bank lockbox fees about \$15K to \$20K per year. Also used to pay credit card fees and for parking sticker program.
Office Supplies	5,000	5,000	0	0%	Various office supplies from WB Mason.
Meter Repairs & Maintenance	50,000	50,000	0	0%	New electronic meters
Parking Meter Minor Equipment	10,000	10,000	0	0%	Batteries, supplies.
Insurance	4,250	4,250	0	0%	To bond all employees in Treasurer's and Collector's Office.
Total Expenditures	\$419,750	\$469,750	\$50,000	12%	
Total Treasurer/Collector	\$1,195,069	\$1,345,447	\$150,378	13%	

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Retirement of Debt (Found under Fixed Costs)					
April 23, 2015	1,065,000	1,065,000	0	0%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	125,000	120,000	(5,000)	-4%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	449,416	449,416	0	0%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	100,000	100,000	0	0%	Payments per debt schedule.
Dec. 20, 2013	735,000	675,000	(60,000)	-8%	Payments per debt schedule.
Feb 6, 2014	265,000	265,000	0	0%	Payments per debt schedule.
Feb 18, 2016	1,640,000	930,000	(710,000)	-43%	Payments per debt schedule.
Feb 19, 2008 Sec 108 HUD Loan	76,000	80,000	4,000	5%	Payments per debt schedule.
Feb 2017	891,000	890,000	(1,000)	0%	Payments per debt schedule.
May 3, 2018	1,405,000	1,355,000	(50,000)	-4%	Payments per debt schedule.
April 4, 2019	1,895,000	1,810,000	(85,000)	100%	Payments per debt schedule.
Feb 11, 2021 GOB	0	160,000	160,000	100%	Payments per debt schedule.
Nov 17, 2020 GOB	0	1,135,000	1,135,000	100%	Payments per debt schedule.
Total	\$8,646,416	\$9,034,416	\$388,000	4%	
Long Term Debt Interest (Found under Fixed Costs)					
April 23, 2015	284,357	241,758	(42,599)	-15%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	4,900	2,400	(2,500)	-51%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	116,848	107,860	(8,988)	-8%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	39,125	35,126	(3,999)	-10%	Payments per debt schedule.
Dec 20, 2013	124,043	104,731	(19,312)	-16%	Payments per debt schedule.
Feb 6, 2014	73,869	65,920	(7,949)	-11%	Payments per debt schedule.
Feb 18, 2016	394,300	328,700	(65,600)	-17%	Payments per debt schedule.
Feb 2017	408,661	366,322	(42,339)	-10%	Payments per debt schedule.
May 3, 2018	480,882	410,631	(70,251)	-15%	Payments per debt schedule.
April 4, 2019	725,101	614,750	(110,351)	100%	Payments per debt schedule.
Feb 11, 2021 GOB	0	76,319	76,319	100%	Payments per debt schedule.
Nov 17, 2020 GOB	0	833,040	833,040	100%	Payments per debt schedule.
Total	\$2,652,086	\$3,187,557	\$535,471	20%	

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Short Term Debt Interest (Found under Fixed Costs)					
Int on Temporary Loans	250,000	210,000	(40,000)	100%	Budgeted for any short term borrowings.
Total	\$250,000	\$210,000	(\$40,000)	100%	
FICA (Found under Fixed Costs)					
Medicare (1.45%)	1,809,357	1,936,012	126,655	7%	Employer match of Medicare deduction. 1.45% of pay (health and life deductions not taxed).
Total	\$1,809,357	\$1,936,012	\$126,655	7%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

151 - OFFICE OF THE CITY SOLICITOR							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-151-1-5111	SALARIES	\$309,821.00	\$224,406.00	\$173,132.29	\$437,769.00	\$437,769.00	_____
01-151-1-5143	LONGEVITY	\$650.00	\$2,350.00	\$2,350.00	\$2,350.00	\$2,350.00	_____
01-151-1-5198	RAO STIPEND	\$9,026.00	\$9,400.00	\$7,459.34	\$9,400.00	\$9,400.00	_____
PERSONNEL Total:		\$319,497.00	\$236,156.00	\$182,941.63	\$449,519.00	\$449,519.00	
EXPENSES							
01-151-2-5302	LITIGATION/PROFESSIONAL SERVICES	\$83,552.33	\$100,000.00	\$59,968.75	\$100,000.00	\$75,000.00	_____
01-151-2-5319	ISD LITIGATION FEES	\$0.00	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	_____
01-151-2-5420	OFFICE SUPPLIES	\$1,922.97	\$3,000.00	\$1,027.18	\$3,000.00	\$3,000.00	_____
01-151-2-5586	WESTLAW COMPUTER RESEARCH	\$3,816.16	\$4,200.00	\$3,476.95	\$4,200.00	\$4,200.00	_____
01-151-2-5710	PROFESSIONAL DEVELOPMENT	\$969.84	\$1,500.00	\$475.29	\$1,500.00	\$1,500.00	_____
01-151-2-5760	CLAIMS	\$1,708.45	\$2,500.00	\$2,230.78	\$2,500.00	\$2,500.00	_____
01-151-2-5850	EQUIPMENT & OTHER	\$2,071.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
EXPENSES Total:		\$94,040.75	\$121,200.00	\$67,178.95	\$121,200.00	\$96,200.00	
151 OFFICE OF THE CITY SOLICITOR Total:		\$413,537.75	\$357,356.00	\$250,120.58	\$570,719.00	\$545,719.00	

151 OFFICE OF THE CITY SOLICITOR										
PERSONNEL SERVICES										
					FY21	FY22	FY22		FY22	
		CLASS/			FTE	DEPT	MAYOR		FY22	
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	& Council	
									REC	
01-151-1-5111	City Solicitor ¹	UNCL	35	1	1	1	\$113,652	\$123,652	\$123,652	
01-151-1-5143	City Solicitor	Longevity					\$1,300	\$1,300	\$1,300	
01-151-1-5111	Assistant City Solicitor ^{1 3}	UNCL	35	0	1	1	\$0	\$110,000	\$110,000	
01-151-1-5111	Assistant City Solicitor ^{4 5}	UNCL	30	0	1	1	\$0	\$90,000	\$90,000	
01-151-1-5111	Paralegal ¹	UNCL	35	1	1	1	\$57,449	\$59,747	\$59,747	
01-151-1-5143	Paralegal	Longevity					\$400	\$400	\$400	
01-151-1-5111	Secretary ²	UNCL	35	1	1	1	\$53,304	\$54,370	\$54,370	
01-151-1-5143	Secretary	Longevity					\$650	\$650	\$650	
				3	5	5				
151	City Solicitor TOTAL									
							Salary (5111)	\$224,406	\$437,769	\$437,769
							Longevity (5143)	\$2,350	\$2,350	\$2,350
							RAO Stipend (5198)	\$9,400	\$9,400	\$9,400
							Personnel Total:	\$236,156	\$449,519	\$449,519

Notes to Budget:

- ¹ Seeking a salary reclassification for this position in FY22.
- ² 2% COLA added to this salary in FY22.
- ³ Moved back to Solicitor's from ISD.
- ⁴ Moved back to Solicitor's from Human Resources.
- ⁵ Reduced hours to 30 per week.

(151) Office of the City Solicitor - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	224,406	437,769	213,363	95%	Both Keith Slattery and Lara Ammouri are moving back to the Solicitor's Office. Mr. Slattery was budgeted under ISD in FY21 and Ms. Ammouri was under HR/Executive. Additionally there are requests for salary reclassifications for 3 employees. 2% COLA on administrative salary.
Longevity	2,350	2,350	0	0%	Ms. Mejia (\$1,300), Ms. Peters (\$400) and Ms. Mayo (\$650).
RAO Stipend	9,400	9,400	0	100%	In accordance with new public records law, a record access officer is appointed. Instead of hiring a part time employee, solicitor will take responsibility.
Total Personnel Services	\$236,156	\$449,519	213,363	90%	
General Operating Expenses					
Litigation/Professional Services	100,000	75,000	(25,000)	-25%	Used to pay any litigation related service, such as legal services, filing complaints, expert witnesses, recording fees, transcripts, etc.
ISD Litigation Fees	7,500	7,500	0	0%	For issues surrounding Code Enforcement/ISD.
Office Supplies	3,000	3,000	0	0%	General office supplies from WB Mason.
Westlaw Computer Research	4,200	4,200	0	0%	Used to pay the monthly bill to Westlaw. This is an internet based database used to research a variety of legal issues.
Professional Development	1,500	1,500	0	0%	For staff training/continuing education.
Claims	2,500	2,500	0	0%	For small claims brought against the city.
Equipment & Other	2,500	2,500	0	0%	Equipment and large office supplies.
Total Expenditures	\$121,200	\$96,200	(25,000)	-21%	
Total Solicitor's Office	\$357,356	\$545,719	\$188,363	53%	
Property/Liability Insurance (Found under Fixed Costs)					
Comp General Liability	1,965,000	1,984,650	\$19,650	1%	All city insurance including schools. Anticipating increase in premiums because of new fleet vehicles and new park equipment.
Insurance Deductibles	150,000	151,500	\$1,500	1%	All deductibles for all motor vehicle accidents including police, fire and schools. (\$1K per vehicle). Also pays for all glass breakage on motor vehicles and deductibles on other claims.
Total	\$2,115,000	\$2,136,150	\$21,150	1%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

152 - DEPARTMENT OF HUMAN RESOURCES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-152-1-5111	SALARIES	\$230,082.38	\$245,530.00	\$205,146.20	\$227,818.00	\$227,818.00	_____
01-152-1-5113	PART TIME SALARIES	\$34,100.34	\$33,787.00	\$26,399.90	\$34,195.00	\$34,195.00	_____
01-152-1-5121	TEMP PERSONNEL - ALL DEPT	\$1,320.00	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	_____
01-152-1-5123	SUMMER JOBS	\$68,680.00	\$125,000.00	\$122,864.50	\$125,000.00	\$125,000.00	_____
01-152-1-5130	OVERTIME	\$0.00	\$4,200.00	\$446.12	\$4,200.00	\$4,200.00	_____
01-152-1-5143	LONGEVITY	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-152-1-5151	EMPLOYEE BUY BACK & OTHER	\$1,081,611.47	\$1,000,000.00	\$1,494,150.06	\$1,000,000.00	\$1,000,000.00	_____
01-152-1-5154	DIRECT DEPOSIT STIPEND	\$0.00	\$0.00	\$850.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$1,416,094.19	\$1,414,517.00	\$1,849,856.78	\$1,397,213.00	\$1,397,213.00	
EXPENSES							
01-152-2-5152	MEDICAL EXAMS	\$20,589.00	\$25,000.00	\$2,405.00	\$25,000.00	\$25,000.00	_____
01-152-2-5301	PROFESSIONAL SERVICES	\$25,358.85	\$30,000.00	\$10,858.01	\$30,000.00	\$30,000.00	_____
01-152-2-5420	OFFICE SUPPLIES	\$2,344.67	\$4,500.00	\$2,191.85	\$4,500.00	\$4,500.00	_____
01-152-2-5710	PROFESSIONAL DEVELOPMENT	\$7,451.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	_____
EXPENSES Total:		\$55,743.52	\$79,500.00	\$15,454.86	\$79,500.00	\$79,500.00	
152 DEPARTMENT OF HUMAN RESOURCES		\$1,471,837.71	\$1,494,017.00	\$1,865,311.64	\$1,476,713.00	\$1,476,713.00	

152	DEPARTMENT OF HUMAN RESOURCES									
	PERSONNEL SERVICES									
					FY21	FY22	FY22		FY22	
		CLASS/		FY21	DEPT	MAYOR		FY22	MAYOR	
DEPT	POSITION	STEP	HOURS	F T E STAFF	F T E REQ	F T E REC	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 & Council REC	
01-152-1-5111	Human Resources Director	UNCL	35	1	1	1	\$80,461	\$121,000	\$121,000	
01-152-1-5111	Business Manager/Labor Counsel ¹	UNCL	35	0.50	0	0	\$60,346	\$0	\$0	
01-152-1-5111	Human Resources Assistant ²	UNCL	35	1	1	1	\$54,439	\$55,528	\$55,528	
01-152-1-5111	Human Resources Assistant ²	UNCL	35	1	1	1	\$50,284	\$51,290	\$51,290	
01-152-1-5113	Benefits Specialist ²	UNCL	18.5	0	0	0	\$33,787	\$34,195	\$34,195	
				3.50	3	3				
152	Human Resources TOTAL									
							Salary (5111)	\$245,530	\$227,818	\$227,818
							Part Time (5113)	\$33,787	\$34,195	\$34,195
							Temp Personnel (5121)	\$6,000	\$6,000	\$6,000
							Summer Jobs (5123)	\$125,000	\$125,000	\$125,000
							Overtime (5130)	\$4,200	\$4,200	\$4,200
							Employee Buyback (5151)	\$1,000,000	\$1,000,000	\$1,000,000
							Personnel Total:	\$1,414,517	\$1,397,213	\$1,397,213

Notes to Budget:
¹ Ms. Ammouri moving back to Solicitor's Office.
² 2% COLA on administrative salary.

(152) Department of Human Resources - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	245,530	227,818	(17,712)	-7%	Ms. Ammouri reducing hours and moving into Solicitor's Office. 2% COLA added to administrative salaries.
Part Time Salaries	33,787	34,195	408	1%	This is the Benefits Technician position.
Temp Personnel - All Dept.	6,000	6,000	0	0%	Human Resource audits and manpower to update software.
Summer Jobs	125,000	125,000	0	0%	For summer work program for teens.
Overtime	4,200	4,200	0	0%	Manpower hours to complete audits so we are in compliance with DOL regulations as well as state statute.
Employee Buyback	1,000,000	1,000,000	0	0%	For employees who buyback sick, vacation, etc.
Total Personnel Services	\$1,414,517	\$1,397,213	(\$17,304)	-1%	
General Operating Expenses					
Medical Exams	25,000	25,000	0	0%	Drug testing for DOT drivers, random drug testing for DPW drivers, random drug testing for police officers and firefighters.
Professional Services	30,000	30,000	0	0%	Mt. Auburn Hospital, Employee Assistance Program, MMA membership fee, various seminars presented by MMA, all job postings, pre-employment background checks.
Office Supplies	4,500	4,500	0	0%	Belmont Printing and WB Mason forms and paper employee documents. Advertising.
Professional Development	20,000	20,000	0	0%	Rolling out new trainings, job descriptions, update and print employee policies and handbook.
Total Expenditures	\$79,500	\$79,500	0	0%	
Total Human Resources	\$1,494,017	\$1,476,713	(\$17,304)	-1%	
Unemployment Compensation (Found under Fixed Costs)					
Unemployment Compensation	330,000	330,000	0	0%	Various claims throughout the city, including the schools, unemployment taxes. Also includes credits from ECTV for their unemployment benefits.
Total	\$330,000	\$330,000	\$0	0%	

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Employee Benefits (Found under Fixed Costs)					
Life Insurance and Other	88,000	88,000	0	0%	The city contributions (70%) for all the employees and retirees life insurance thru Boston Mutual Life Insurance Co. Also includes credits from ECTV for their life insurance benefits.
Health Insurance	21,667,200	21,883,872	216,672	1%	City of Everett contributions come out of this for all the health insurance plans. This money is put into the BC/BS Trust and the Harvard Trust. City contributions would be 85% (retired before April 2003). The contributions vary - 4/03 (96.20% - retired after 4/03), (96.65% Master Medical & Blue Care Elect), (90% Network Blue), (87% Harvard Pilgrim), (98.15% Senior Plan Medex). Also covers two premium paid bills (90% for Manage Blue and Tufts Preferred). Also includes credits from ECTV for their health insurance benefits.
AD&D Insurance	28,000	28,000	0	0%	For fire and police only. The city pays the premium -- it is .10 cents on the thousand. This is determined by Boston Mutual on the rate of pay they receive.
Total	\$21,783,200	\$21,999,872	\$216,672	1%	
Employee Injuries (Found under Fixed Costs)					
Active Police and Fire	400,000	400,000	0	0%	All reimbursements for injuries for the police/fire departments. Meditrol (monthly billing & helping with contract issues).
Retired Police & Fire	19,500	19,500	0	0%	All prescription reimbursements for retirees.
Workers Comp	772,000	772,000	0	0%	All workers comp injury claims for all employees including the schools. (Does not include police/fire). Curtin, Murphy & O'Reilly
Total	\$1,191,500	\$1,191,500	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

155 - DEPT OF INFORMATION TECHNOLOGY							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-155-1-5111	SALARIES	\$235,556.65	\$224,045.00	\$184,359.10	\$246,446.00	\$246,446.00	_____
01-155-1-5143	LONGEVITY	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	_____
PERSONNEL Total:		\$235,956.65	\$224,445.00	\$184,759.10	\$246,846.00	\$246,846.00	
EXPENSES							
01-155-2-5244	CONTRACT MAINTENANCE	\$77,243.22	\$125,000.00	\$9,349.25	\$128,000.00	\$128,000.00	_____
01-155-2-5245	COPIERS/MAINTENANCE	\$68,523.44	\$96,000.00	\$34,356.97	\$96,000.00	\$96,000.00	_____
01-155-2-5268	CONTRACTUAL SERVICES	\$0.00	\$300,000.00	\$9,080.58	\$300,000.00	\$300,000.00	_____
01-155-2-5312	SUPPLIES	\$1,988.00	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	_____
01-155-2-5340	TELEPHONE COMMUNICATIONS	\$47,499.03	\$96,000.00	\$26,077.39	\$98,000.00	\$98,000.00	_____
01-155-2-5341	WIRELESS COMMUNICATIONS	\$78,373.75	\$84,000.00	\$55,793.71	\$86,000.00	\$86,000.00	_____
01-155-2-5710	PROFESSIONAL DEVELOPMENT	\$14,994.00	\$15,000.00	\$599.00	\$15,000.00	\$15,000.00	_____
01-155-2-5785	311 EXPENSES	\$14,108.41	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	_____
01-155-2-5865	DATA COMMUNICATIONS	\$41,417.49	\$54,000.00	\$18,146.57	\$54,000.00	\$54,000.00	_____
01-155-2-5866	DIRECT FIBER DATA	\$61,033.40	\$90,000.00	\$14,198.52	\$90,000.00	\$90,000.00	_____
01-155-2-5880	HARDWARE/SOFTWARE EQUIPMENT	\$30,033.48	\$90,000.00	\$576.00	\$90,000.00	\$90,000.00	_____
EXPENSES Total:		\$435,214.22	\$1,008,000.00	\$168,177.99	\$1,015,000.00	\$1,015,000.00	
CAPITAL IMPROVEMENTS							
01-155-3-5867	TECHNOLOGY INFRASTRUCTURE	\$26,871.96	\$35,000.00	\$7,749.93	\$35,000.00	\$35,000.00	_____
CAPITAL IMPROVEMENTS Total:		\$26,871.96	\$35,000.00	\$7,749.93	\$35,000.00	\$35,000.00	
155 DEPT OF INFORMATION TECHNOLOGY		\$698,042.83	\$1,267,445.00	\$360,687.02	\$1,296,846.00	\$1,296,846.00	

155	DIVISION OF INFORMATION TECHNOLOGY									
	PERSONNEL SERVICES									
					FY22	FY22			FY22	
				FY21	DEPT	MAYOR		FY22	MAYOR	
		CLASS/		F T E	F T E	F T E	FY21	DEPT	& Council	
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-155-1-5111	IT Director ¹	UNCL	35	1	1	1	\$99,953	\$101,953	\$101,953	
01-155-1-5111	Assistant IT Director ¹	UNCL	35	1	1	1	\$81,659	\$83,293	\$83,293	
01-155-1-5143	Assistant IT Director	Longevity					\$400	\$400	\$400	
01-155-1-5111	IT Communications Specialist ¹	UNCL	35	1	1	1	\$42,434	\$61,200	\$61,200	
				3	3	3				
155	Information Technology TOTAL									
							Salary (5111)	\$224,045	\$246,445	\$246,445
							Longevity (5143)	\$400	\$400	\$400
							Personnel Total:	\$224,445	\$246,845	\$246,845

Notes to Budget:

¹ 2% COLA added to administrative salary.

(155) Information Technology - Notes to Budget

	FY21 Budget	FY22 Request	\$ + / -	% + / -	
Personnel Services					
Salaries	224,045	246,446	22,401	10%	2% COLA on administrative salaries. IT Communications Specialist was not budgeted for a full year in FY21, hence the jump in salary. Mr. Masella.
Longevity	400	400	0	0%	
Total Personnel Services	\$224,445	\$246,846	\$22,401	10%	
General Operating Expenses					
Contract Maintenance	125,000	128,000	3,000	2%	Contracts for Vadar, GEO, NetAtlantic, Barracuda Maintenance, NGP Van, DigiCert, QScend and Vote Builder. Increase requested due to rate increase in Barracuda Maintenance.
Copiers / Maintenance	96,000	96,000	0	0%	Paid to CIT Financial (which is Conway Office Products) for 12 copiers: Auditor, Health, ISD (2), Library, Human Resources, Solicitor, Collector, Assessor, Veteran's, Purchasing and Treasurer. Mayor's copier is paid to Ricoh. The amount requested is based on the monthly payment and maintenance fee for each machine.
Contractual Services	300,000	300,000	0	100%	Larger information technology products to help distribute the workload.
Supplies	8,000	8,000	0	0%	Keyboards, wires, connectors, general office supplies.
Telephone Communications	96,000	98,000	2,000	2%	All city phones, Verizon phones and PRI circuits. Increase due to additional PRI for public safety (Police/Fire) and additional bandwidth.
Wireless Communications	84,000	86,000	2,000	2%	All wireless devices, Verizon iPads in use by various departments now paid here. Increase due to additional wireless devices as needs have grown.
Professional Development	15,000	15,000	0	0%	IT training for staff and employees.
311 Expenses	50,000	50,000	0	0%	For the 311 system - renewals and technology updates/equipment as needed.
Data Communications	54,000	54,000	0	0%	Sprint , Towerstream, Comcast for data links between all city buildings.
Direct Fiber Data	90,000	90,000	0	0%	Fiber data links for all city buildings.
Hardware/Software Equipment	90,000	90,000	0	0%	For printers, computers, monitors, servers and for all operating systems.
Total Expenditures	\$1,008,000	\$1,015,000	\$7,000	1%	
Capital Improvements					
Technology Infrastructure	35,000	35,000	0	0%	To add/update city buildings technology.
Total IT	\$1,267,445	\$1,296,846	\$29,401	2%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

161 - CITY CLERK/ELECTIONS							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-161-1-5111	SALARIES	\$305,321.09	\$311,044.00	\$266,621.37	\$521,012.00	\$521,012.00	_____
01-161-1-5126	ELECTION STIPEND (FT)	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	_____
01-161-1-5128	ALL ELECTION WORKERS	\$0.00	\$0.00	\$0.00	\$77,000.00	\$77,000.00	_____
01-161-1-5130	OVERTIME	\$1,802.91	\$1,200.00	\$138.24	\$6,000.00	\$6,000.00	_____
01-161-1-5143	LONGEVITY	\$4,450.00	\$4,550.00	\$4,550.00	\$5,700.00	\$5,700.00	_____
01-161-1-5191	ELECTION COMMISSION STIPEND	\$0.00	\$0.00	\$0.00	\$34,750.00	\$34,750.00	_____
01-161-1-5198	RAO STIPEND	\$7,200.00	\$7,200.00	\$6,000.00	\$7,200.00	\$7,200.00	_____
PERSONNEL Total:		\$318,774.00	\$323,994.00	\$277,309.61	\$657,662.00	\$657,662.00	
EXPENSES							
01-161-2-5201	HISTORICAL PRESERVATION	\$1,889.12	\$2,000.00	\$1,152.55	\$2,000.00	\$2,000.00	_____
01-161-2-5240	EQUIPMENT MAINTENANCE	\$9,361.98	\$16,000.00	\$13,273.67	\$25,000.00	\$25,000.00	_____
01-161-2-5346	ADVERTISING-ELECTION	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-161-2-5380	PREP OF VOTING MACHINES-ELECTION	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-161-2-5384	TRAINING-ELECTION	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-161-2-5385	OTHER EXPENDITURES	\$1,565.23	\$2,000.00	\$1,573.29	\$2,000.00	\$2,000.00	_____
01-161-2-5386	CITY CENSUS	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-161-2-5387	RECOUNTS	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	_____
01-161-2-5389	STREET LISTS	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	_____
01-161-2-5420	OFFICE SUPPLIES	\$6,641.08	\$11,500.00	\$2,447.80	\$15,000.00	\$15,000.00	_____
01-161-2-5422	ARCHIVES	\$2,789.55	\$3,500.00	\$715.89	\$3,500.00	\$3,500.00	_____
01-161-2-5423	WEB BASED PROGRAMS	\$20,705.90	\$24,000.00	\$14,332.00	\$30,000.00	\$30,000.00	_____
01-161-2-5580	SUPPLIES-ELECTION	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-161-2-5710	PROFESSIONAL DEVELOPMENT	\$3,191.46	\$3,000.00	\$1,634.39	\$6,000.00	\$6,000.00	_____
01-161-2-5745	INSURANCE & BONDS	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00	_____
01-161-2-5785	MISC EXPENDITURES-ELECTION	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	_____
EXPENSES Total:		\$46,144.32	\$62,200.00	\$35,329.59	\$152,200.00	\$152,200.00	
161 CITY CLERK/ELECTIONS Total:		\$364,918.32	\$386,194.00	\$312,639.20	\$809,862.00	\$809,862.00	

161 CITY CLERK / ELECTIONS										
PERSONNEL SERVICES										
				FY21	FY22	FY22			FY22	
				DEPT	DEPT	MAYOR			MAYOR	
DEPT	POSITION	CLASS/ STEP	HOURS	FTE STAFF	FTE REQ	FTE REC	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 & Council REC	
01-161-1-5111	City Clerk ¹	UNCL	35	1	1	1	\$121,250	\$124,285	\$124,285	
01-161-1-5143	City Clerk	Longevity					\$1,400	\$1,500	\$1,500	
01-161-1-5111	Assistant City Clerk/City Messenger ²	UNCL	35	1	1	1	\$88,603	\$88,000	\$88,000	
01-161-1-5143	Assistant City Clerk/City Messenger	Longevity					\$1,700	\$1,300	\$1,300	
01-161-1-5111	Director of Elections/Registrar ³	UNCL	35	0	1	1	\$0	\$85,000	\$85,000	
01-161-1-5111	Elections Coordinator/Assistant Registrar ³	UNCL	35		1	1	\$0	\$52,000	\$52,000	
01-161-1-5111	Administrative Assistant ⁴	A-6U/7	35	1	1	1	\$57,331	\$60,480	\$60,480	
01-161-1-5143	Administrative Assistant	Longevity					\$1,450	\$1,450	\$1,450	
01-161-1-5111	Administrative Assistant/Elections ^{3 4}	A-6U/7	35	0	1	1	\$0	\$60,480	\$60,480	
01-161-1-5143	Administrative Assistant/Elections	Longevity					\$0	\$1,450	\$1,450	
01-161-1-5111	Principal Clerk ⁵	C-6U/8	35	0	0	0	\$1	\$1	\$1	
01-161-1-5111	Principal Clerk ⁴	C-6U/6	35	1	1	1	\$43,859	\$50,766	\$50,766	
01-161-1-5191	Election Commission Chair ³	UNCL		0	0	0	\$0	\$10,500	\$10,500	
01-161-1-5191	Election Commission Vice Chair ³	UNCL		0	0	0	\$0	\$7,000	\$7,000	
01-161-1-5191	Election Commission Member ³	UNCL		0	0	0	\$0	\$5,750	\$5,750	
01-161-1-5191	Election Commission Member ³	UNCL		0	0	0	\$0	\$5,750	\$5,750	
01-161-1-5191	Election Commission Member ³	UNCL		0	0	0	\$0	\$5,750	\$5,750	
				<u>4</u>	<u>7</u>	<u>7</u>				
161	City Clerk / Elections TOTAL									
							Salary (5111)	\$311,044	\$521,012	\$521,012
							Election Stipend FT (5126)	\$0	\$6,000	\$6,000
							Election Workers (5129)	\$0	\$77,000	\$77,000
							Overtime (5130)	\$1,200	\$6,000	\$6,000
							Longevity (5143)	\$4,550	\$5,700	\$5,700
							Election Comm Stipend (5191)	\$0	\$34,750	\$34,750
							RAO Stipend (5198)	\$7,200	\$7,200	\$7,200
							Personnel Total:	\$323,994	\$657,662	\$657,662

Notes to Budget:

¹ 2.5% COLA for this administrative salary.

² New hire in FY21.

³ This position moved from Elections Commission into City Clerk/Elections.

⁴ Local 25 Clerical 2% increase in salary in anticipation of contract settlement.

⁵ Not requesting funding for this vacant position in FY22.

(161) City Clerk/Elections - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	311,044	521,012	209,968	68%	2.5% increase for Mr. Cornelio in July and January. Local 25 Clerical increased 2% in anticipation of contract settlement. Not requesting funding for Principal Clerk position in FY22.
Election Stipends (FT)	0	6,000	6,000	100%	For those full-time employees who work on election related events and other former employees that assist on election-related services.
All Election Workers	0	77,000	77,000	100%	Combining Custodians, Tellers, Wardens, Clerks and Inspectors into one account.
Overtime	1,200	6,000	4,800	400%	If clerks request OT in lieu of comp time. May happen less now that the Election Commission is located in the Clerk's office to help when a clerk is absent.
Longevity	4,550	5,700	1,150	25%	Mr. Cornelio (\$1,500), Mr. Napolitano (\$1,300), Ms. Navarro (\$1,450), Mr. Fitzpatrick (\$1,450).
Election Commission	0	34,750	34,750	100%	Chair (\$10,500), Vice-Chair (\$7,000) members (\$5,750 each).
RAO Stipend	7,200	7,200	0	0%	The Clerk's office is mandated as the official Records Assessment Officer. This is the stipend local cities are adding for RAO's if they do not hire a separate position. Seeking 2.5% increase.
Total Personnel Services	\$323,994	\$657,662	\$333,668	103%	
General Operating Expenses					
Historical Preservation	2,000	2,000	0	0%	(Historical preservation is understanding our nation's heritage). Need to purchase historical items relevant to Everett.
Equipment Maintenance	14,000	25,000	11,000	79%	New contract with copier company to lease a higher volume copier for archive purposes. LHS Assoc, SimplexGrinnell, NE Copy, time clock and typewriters
Advertising - Election	0	2,500	2,500	100%	Election ads placed in 2 papers x 2 elections.
Prep of Voting Machines	0	25,000	25,000	100%	Auto mark programming, LHS prep for Image Cast/Poll pads.
Election Training	0	5,000	5,000	100%	100 poll workers at \$25 x 2 elections.
Other Expenses	2,000	2,000	0	0%	This is an account for formal events that the City Clerk hosts. They purchase many items for inaugurals, the mid-term address and when other dignitaries come to Everett. Also for any unforeseen events or payments.
City Census	0	25,000	25,000	100%	For printing costs and postage.
Recounts	0	500	500	100%	Only if necessary.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Street Lists	0	3,000	3,000	100%	Printing of street list book.
Office Supplies	13,500	15,000	1,500	11%	This pays for all paper, printers and other major supplies.
Archives	3,500	3,500	0	0%	This account pays for a yearly audit required by law. Also archive supplies.
Web Based Programs	24,000	30,000	6,000	25%	This account pays for 4 web based programs used by the City Clerk. Increase due to purchase of a new Agendas program.
Election Supplies	0	5,000	5,000	100%	Any supplies needed for elections.
Professional Development	3,000	6,000	3,000	100%	Clerk's conventions in October, January and June and joining Clerk's Association and MMA Conference. The entire Clerk's office will attend classes for the state vitals records system at a clerk's conference and for other continuing education needs for staff.
Insurance & Bonds	200	200	0	0%	Bonding for Messrs. Cornelio and Napolitano thru Messinger Insurance.
Misc. Election Expenses	0	2,500	2,500	100%	To pay for election day meals for poll workers and other expenses as needed
Total Expenditures	\$62,200	\$152,200	90,000	145%	
Total City Clerk/Elections	\$386,194	\$809,862	\$423,668	110%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

165 - LICENSING COMMISSION		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-165-1-5191	LICENSING COMMISSION STIPEND	\$5,183.25	\$7,200.00	\$5,083.30	\$7,200.00	\$7,200.00	_____
PERSONNEL Total:		\$5,183.25	\$7,200.00	\$5,083.30	\$7,200.00	\$7,200.00	_____
EXPENSES							
01-165-2-5420	OFFICE SUPPLIES	\$104.78	\$500.00	\$324.25	\$500.00	\$500.00	_____
EXPENSES Total:		\$104.78	\$500.00	\$324.25	\$500.00	\$500.00	_____
165 LICENSING COMMISSION Total:		\$5,288.03	\$7,700.00	\$5,407.55	\$7,700.00	\$7,700.00	_____

165 LICENSING COMMISSION									
PERSONNEL SERVICES									
				FY21	FY22	FY22			
				FY21	DEPT	MAYOR			
				F T E	F T E	F T E	FY21	FY22	FY22
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	DEPT	MAYOR & Council
								REQUEST	REC
01-165-1-5191	Chairman	LiCom		0	0	0	\$2,800	\$2,800	\$2,800
01-165-1-5191	Board Member	LiCom		0	0	0	\$2,200	\$2,200	\$2,200
01-165-1-5191	Board Member	LiCom		0	0	0	\$2,200	\$2,200	\$2,200
				0	0	0			
165	Licensing Commission TOTAL								
				Stipends (5191)			\$7,200	\$7,200	\$7,200
				Personnel Total:			\$7,200	\$7,200	\$7,200
Notes to Budget:									

(165) Licensing - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	7,200	7,200	\$0	0%	Stipend for members.
Total Personnel Services	\$7,200	\$7,200	\$0	0%	
General Operating Expenses					
Office Supplies	500	500	\$0	0%	Postage and miscellaneous office supplies.
Total Expenditures	\$500	\$500	\$0	0%	
Total Licensing	\$7,700	\$7,700	\$0	0%	
Notes to Budget:					

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

171 - CONSERVATION COMMISSION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-171-1-5191	CONSERVATION COMISSION STIPEND	\$15,116.19	\$15,400.00	\$12,691.24	\$15,400.00	\$15,400.00	_____
01-171-1-5340	TELECOMMUNICATIONS	\$100.00	\$200.00	\$0.00	\$200.00	\$200.00	_____
PERSONNEL Total:		\$15,216.19	\$15,600.00	\$12,691.24	\$15,600.00	\$15,600.00	
EXPENSES							
01-171-2-5420	OFFICE SUPPLIES	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	_____
01-171-2-5730	DUES AND MEMBERSHIPS	\$0.00	\$485.00	\$180.00	\$485.00	\$485.00	_____
EXPENSES Total:		\$0.00	\$685.00	\$180.00	\$685.00	\$685.00	
171 CONSERVATION COMMISSION Total:		\$15,216.19	\$16,285.00	\$12,871.24	\$16,285.00	\$16,285.00	

171	CONSERVATION COMMISSION								
	PERSONNEL SERVICES								
					FY21	FY22	FY22		FY22
		CLASS/		FTE	DEPT	MAYOR		FY22	MAYOR
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	& Council
01-171-1-5191	Chairman	ConCom		0	0	0	\$5,200	\$5,200	\$5,200
01-171-1-5191	Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
01-171-1-5191	Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
01-171-1-5191	Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
01-171-1-5191	Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
01-171-1-5191	Alternate Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
01-171-1-5191	Alternate Board Member	ConCom		0	0	0	\$1,700	\$1,700	\$1,700
				0	0	0			
171	Conservation Commission TOTAL								
							Stipends (5191)	\$15,400	\$15,400
							Telecommunications (5340)	\$200	\$200
							Personnel Total:	\$15,600	\$15,600
Notes to Budget:									

(171) Conservation Commission - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Stipend	15,400	15,400	\$0	0%	Messrs. Norton (Chairman) and Kernan. Ms. M. Hasham, Ms. R. Hasham and Ms. O Brien.
Telecommunications	200	200	\$0	0%	Phone reimbursement to Mr. Norton.
Total Personnel Services	\$15,600	\$15,600	\$0	0%	
General Operating Expenses					
Office Supplies	200	200	\$0	0%	Miscellaneous office supplies.
Dues and Memberships	485	485	\$0	0%	For conservation dues.
Total Expenditures	\$685	\$685	\$0	0%	
Total ConCom	\$16,285	\$16,285	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

175 - PLANNING BOARD		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-175-1-5191	PLANNING BOARD STIPEND	\$13,366.18	\$16,200.00	\$11,848.90	\$14,200.00	\$14,200.00	_____
01-175-1-5340	TELECOMMUNICATIONS	\$96.00	\$100.00	\$64.00	\$100.00	\$100.00	_____
01-175-1-5384	PLANNING BOARD TRAINING	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$13,462.18	\$16,500.00	\$11,912.90	\$14,300.00	\$14,300.00	_____
EXPENSES							
01-175-2-5420	OFFICE SUPPLIES	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	_____
EXPENSES Total:		\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	_____
175 PLANNING BOARD Total:		\$13,462.18	\$16,600.00	\$11,912.90	\$14,400.00	\$14,400.00	_____

175 PLANNING BOARD										
PERSONNEL SERVICES										
				FY21	FY22	FY22	FY22			
				FTE	DEPT	MAYOR	MAYOR			
				STAFF	FTE	FTE	FY21	FY22	FY22	
DEPT	POSITION	CLASS/ STEP	HOURS	REQ	REQ	REC	APPROPRIATION	REQUEST	& Council REC	
01-175-1-5191	Chairman	PlanBd		0	0	0	\$2,200	\$2,200	\$2,200	
01-175-1-5191	Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
01-175-1-5191	Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
01-175-1-5191	Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
01-175-1-5191	Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
01-175-1-5191	Board Member ¹	PlanBd		0	0	0	\$2,000	\$0	\$0	
01-175-1-5191	Alternate Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
01-175-1-5191	Alternate Board Member	PlanBd		0	0	0	\$2,000	\$2,000	\$2,000	
				0	0	0				
175	Planning Board TOTAL									
							Stipends (5191)	\$16,200	\$14,200	\$14,200
							Telecommunications (5340)	\$100	\$100	\$100
							Planning Board Training (5384)	\$200	\$0	\$0
							Personnel Total:	\$16,500	\$14,300	\$14,300
Notes to Budget:										
¹ The Planning Board should have 5 regular members and 2 alternate members. There was an error in the number of positions funded in FY21. We have modified our FY2022 budget request.										

(175) Planning Board - Notes to Budget

	FY21 Budget	FY22 Request	\$ + / -	% + / -	
Personnel Services					
Stipend	16,200	14,200	(\$2,000)	-12%	For Messrs. Cafasso (Chairman), O'Connor, Rangel, D'angelo, Pizzano, Tarr and Mastrocola. Deleting funding for erroneous member.
Telecommunications	100	100	\$0	0%	Phone reimbursement for Mr. Cafasso.
Planning Board Training	200	0	(\$200)	0%	Training for members.
Total Personnel Services	\$16,500	\$14,300	(\$2,200)	-13%	
General Operating Expenses					
Office Supplies	100	100	\$0	0%	Miscellaneous office supplies.
Total Expenditures	\$100	\$100	\$0	0%	
Total Planning	\$16,600	\$14,400	(\$2,200)	-13%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

176 - ZONING BOARD OF APPEALS		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-176-1-5191	BOARD OF APPEALS STIPEND	\$13,091.84	\$14,600.00	\$9,449.30	\$14,600.00	\$14,600.00	_____
01-176-1-5340	TELECOMMUNICATIONS	\$48.00	\$96.00	\$56.00	\$96.00	\$96.00	_____
PERSONNEL Total:		\$13,139.84	\$14,696.00	\$9,505.30	\$14,696.00	\$14,696.00	
EXPENSES							
01-176-2-5420	OFFICE SUPPLIES	\$58.01	\$500.00	\$0.00	\$500.00	\$500.00	_____
EXPENSES Total:		\$58.01	\$500.00	\$0.00	\$500.00	\$500.00	
176 ZONING BOARD OF APPEALS Total:		\$13,197.85	\$15,196.00	\$9,505.30	\$15,196.00	\$15,196.00	

176	ZONING BOARD OF APPEALS									
	PERSONNEL SERVICES									
					FY21	FY22	FY22		FY22	
				FTE	DEPT	MAYOR		FY22	MAYOR	
DEPT	POSITION	CLASS/ STEP	HOURS	FTE	FTE	FTE	FY21	DEPT	& Council	
				STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-176-1-5191	Chairman	BOA		0	0	0	\$2,800	\$2,800	\$2,800	
01-176-1-5191	Board Member	BOA		0	0	0	\$2,200	\$2,200	\$2,200	
01-176-1-5191	Board Member	BOA		0	0	0	\$2,200	\$2,200	\$2,200	
01-176-1-5191	Board Member	BOA		0	0	0	\$2,200	\$2,200	\$2,200	
01-176-1-5191	Board Member	BOA		0	0	0	\$2,200	\$2,200	\$2,200	
01-176-1-5191	Associate Member	BOA		0	0	0	\$1,500	\$1,500	\$1,500	
01-176-1-5191	Associate Member	BOA		0	0	0	\$1,500	\$1,500	\$1,500	
				0	0	0				
176	Board of Appeals TOTAL									
							Stipends (5191)	\$14,600	\$14,600	\$14,600
							Telecommunications (5340)	\$96	\$96	\$96
							Personnel Total:	\$14,696	\$14,696	\$14,696
Notes to Budget:										

(176) Zoning Board of Appeals - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Stipend	14,600	14,600	\$0	0%	Stipend paid to members.
Telecommunications	96	96	\$0	0%	Phone reimbursement to Ms. Gerace.
Total Personnel Services	\$14,696	\$14,696	\$0	0%	
General Operating Expenses					
Office Supplies	500	500	\$0	0%	Postage and miscellaneous office supplies.
Total Expenditures	\$500	\$500	\$0	0%	
Total Zoning BOA	\$15,196	\$15,196	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

210 - POLICE DEPARTMENT		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-210-1-5111	SALARIES	\$10,816,166.10	\$11,301,826.00	\$8,340,917.63	\$12,639,158.00	\$12,098,524.00	_____
01-210-1-5113	PART TIME	\$16,748.37	\$50,473.00	\$13,506.75	\$53,223.00	\$53,223.00	_____
01-210-1-5130	OVERTIME	\$850,029.79	\$820,000.00	\$946,660.68	\$1,025,000.00	\$1,025,000.00	_____
01-210-1-5132	MEDICAL STIPEND	\$345,673.28	\$370,983.00	\$154,062.61	\$0.00	\$0.00	_____
01-210-1-5140	HOLIDAY	\$746,423.10	\$789,125.00	\$806,069.22	\$961,625.00	\$917,853.00	_____
01-210-1-5142	NIGHT DIFFERENTIALS	\$408,686.09	\$407,790.00	\$333,528.72	\$486,724.00	\$463,844.00	_____
01-210-1-5143	LONGEVITY	\$10,300.00	\$10,300.00	\$9,193.68	\$10,300.00	\$10,300.00	_____
01-210-1-5144	ABOVE GRADE DIFFERENTIALS	\$7,640.02	\$16,000.00	\$4,952.79	\$16,000.00	\$16,000.00	_____
01-210-1-5145	EMT CERTIFICATION	\$-163.56	\$4,000.00	\$3,351.51	\$5,000.00	\$5,000.00	_____
01-210-1-5146	SENIOR PATROL STIPEND	\$69,255.12	\$82,878.00	\$85,975.10	\$78,901.00	\$71,728.00	_____
01-210-1-5147	LICENSE TO CARRY STIPEND	\$115,571.20	\$119,633.00	\$105,306.58	\$146,409.00	\$138,610.00	_____
01-210-1-5148	BREATHALYZER STIPEND	\$56,661.21	\$56,361.00	\$46,641.62	\$54,404.00	\$52,568.00	_____
01-210-1-5149	SPECIAL DUTY	\$127,593.25	\$125,000.00	\$116,270.18	\$143,000.00	\$122,000.00	_____
01-210-1-5156	COURT TIME	\$93,378.56	\$201,160.00	\$19,238.15	\$201,160.00	\$201,160.00	_____
01-210-1-5157	PARKING ENFORCE SETTLEMENT	\$1,454.86	\$0.00	\$391.54	\$0.00	\$0.00	_____
01-210-1-5190	FIRST RESPONDER STIPEND	\$168,710.67	\$169,500.00	\$62,954.82	\$0.00	\$0.00	_____
01-210-1-5191	CROSSING GUARDS & MATRONS	\$213,005.79	\$245,952.00	\$135,458.60	\$245,952.00	\$245,952.00	_____
01-210-1-5192	TASER STIPEND	\$56,573.31	\$56,500.00	\$21,185.15	\$0.00	\$0.00	_____
01-210-1-5193	CLOTHING ALLOWANCE	\$166,875.40	\$192,700.00	\$181,502.50	\$241,700.00	\$233,700.00	_____
01-210-1-5194	LANGUAGE STIPEND	\$10,516.03	\$10,500.00	\$7,963.99	\$20,500.00	\$20,500.00	_____
01-210-1-5195	MPTC	\$12,961.35	\$13,000.00	\$10,311.27	\$11,500.00	\$10,500.00	_____
01-210-1-5197	MPTC INSTRUCTOR	\$-250.12	\$0.00	\$0.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$14,293,809.82	\$15,043,681.00	\$11,405,443.09	\$16,340,556.00	\$15,686,462.00	
EXPENSES							
01-210-2-5245	RADIO MAINTENANCE	\$21,408.76	\$25,000.00	\$15,646.43	\$25,000.00	\$25,000.00	_____
01-210-2-5246	RADIO-GRTR BOS POLICE COUNCIL	\$2,533.35	\$3,400.00	\$2,533.35	\$3,400.00	\$3,400.00	_____
01-210-2-5318	DATA HANDLING	\$82,940.00	\$85,000.00	\$72,881.30	\$85,000.00	\$85,000.00	_____
01-210-2-5320	PROFESSIONAL SERVICES /ROCA	\$0.00	\$50,000.00	\$840.00	\$50,000.00	\$50,000.00	_____

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

210 - POLICE DEPARTMENT							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
EXPENSES							
01-210-2-5340	TELECOMMUNICATIONS	\$44,441.20	\$45,000.00	\$35,669.94	\$45,000.00	\$45,000.00	_____
01-210-2-5343	TICKET PRINTING	\$15,779.42	\$17,000.00	\$16,564.49	\$17,000.00	\$17,000.00	_____
01-210-2-5344	POSTAGE	\$2,729.96	\$4,000.00	\$1,188.53	\$3,800.00	\$3,800.00	_____
01-210-2-5374	TICKET PROCESSING & TICKETS	\$68,288.85	\$75,000.00	\$52,613.75	\$75,000.00	\$75,000.00	_____
01-210-2-5420	OFFICE SUPPLIES	\$20,325.57	\$22,000.00	\$8,117.79	\$20,000.00	\$20,000.00	_____
01-210-2-5580	EQUIPMENT	\$32,446.10	\$40,000.00	\$20,255.11	\$48,000.00	\$48,000.00	_____
01-210-2-5583	ANIMAL CONTROL EXPENSES	\$5,660.00	\$5,000.00	\$4,155.00	\$5,000.00	\$5,000.00	_____
01-210-2-5588	AMMUNITION	\$25,993.00	\$26,000.00	\$9,744.95	\$26,000.00	\$26,000.00	_____
01-210-2-5710	PROFESSIONAL DEVELOPMENT	\$2,768.60	\$4,000.00	\$3,049.00	\$4,000.00	\$4,000.00	_____
01-210-2-5712	TRAINING / TRAVEL	\$28,470.14	\$34,000.00	\$19,976.82	\$34,000.00	\$34,000.00	_____
01-210-2-5714	SOCIAL SERVICES	\$0.00	\$199,218.00	\$0.00	\$0.00	\$0.00	_____
01-210-2-5717	CANINE EXPENSES	\$4,020.60	\$19,000.00	\$1,704.83	\$12,000.00	\$12,000.00	_____
01-210-2-5785	MEALS FOR PRISONERS	\$3,454.24	\$4,200.00	\$1,853.41	\$4,200.00	\$4,200.00	_____
EXPENSES Total:		\$361,259.79	\$657,818.00	\$266,794.70	\$457,400.00	\$457,400.00	
CAPITAL IMPROVEMENTS							
01-210-3-5859	BALLISTIC VESTS	\$266.34	\$35,000.00	\$1,138.22	\$34,147.00	\$34,147.00	_____
01-210-3-5864	PORTABLE RADIOS	\$19,316.55	\$0.00	\$0.00	\$36,000.00	\$36,000.00	_____
01-210-3-5870	NEW PATROL VEHICLES	\$197,191.30	\$150,000.00	\$149,521.94	\$314,329.00	\$0.00	_____
01-210-3-5871	DEPARTMENTAL VEHICLES	\$79,892.26	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-210-3-5874	RADIO INFRASTRUCTURE	\$0.00	\$0.00	\$0.00	\$371,783.00	\$0.00	_____
01-210-3-5875	PROTECTIVE HELMETS	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00	_____
CAPITAL IMPROVEMENTS Total:		\$296,666.45	\$185,000.00	\$150,660.16	\$764,259.00	\$78,147.00	
210 POLICE DEPARTMENT Total:		\$14,951,736.06	\$15,886,499.00	\$11,822,897.95	\$17,562,215.00	\$16,222,009.00	

210	POLICE DEPARTMENT								
	PERSONNEL SERVICES								
				FY22	FY22			FY22	
		CLASS /	FY21	DEPT	MAYOR			FY22	
		STEP /	F T E	F T E	F T E	FY21	FY22	MAYOR	
DEPT	POSITION	QUINN	STAFF	REQ	REC	APPROPRIATION	REQUEST	& COUNCIL	
								REC	
01-210-1-5111	Chief of Police	25%	1	1	1	\$222,162	\$226,605	\$226,605	
01-210-1-5111	Captain 25% Quinn	25%	1	1	1	\$147,597	\$172,410	\$172,410	
01-210-1-5111	Captain 20% Quinn	20%	3	2	2	\$406,081	\$331,409	\$331,409	
01-210-1-5111	Captain 10% Quinn	10%	1	1	1	\$129,055	\$150,655	\$150,655	
01-210-1-5111	Lieutenant 25% Quinn	25%	9	7	7	\$1,120,686	\$1,054,532	\$1,054,532	
01-210-1-5111	Lieutenant 10% Quinn	10%	1	1	1	\$97,291	\$131,418	\$131,418	
01-210-1-5111	Lieutenant 0% Quinn	0%	1	1	1	\$100,551	\$118,806	\$118,806	
01-210-1-5111	Sergeant 25% Quinn	25%	4	3	3	\$447,746	\$393,418	\$393,418	
01-210-1-5111	Sergeant 20% Quinn	20%	6	6	6	\$618,746	\$751,096	\$751,096	
01-210-1-5111	Sergeant 10% Quinn	10%	1	1	1	\$97,291	\$114,690	\$114,690	
01-210-1-5111	Sergeants 0% Quinn	0%	5	4	4	\$427,690	\$402,216	\$301,663	
01-210-1-5111	Patrol Officers 25% Quinn	25%	12	11	11	\$1,164,596	\$1,143,108	\$936,452	
01-210-1-5111	Patrol Officer 20% Quinn	20%	13	12	12	\$1,205,735	\$1,193,184	\$1,193,184	
01-210-1-5111	Patrol Officer 12.5% Quinn	12.5%	6	6	6	\$480,675	\$541,522	\$541,522	
01-210-1-5111	Patrol Officer 10% Quinn	10%	13	11	11	\$1,055,082.79	\$981,604.00	\$981,604.00	
01-210-1-5111	Patrol Officer 5% Quinn	5%	3	2	2	\$205,927	\$162,547	\$162,547	
01-210-1-5111	Patrol Officer 0% Quinn	0%	34	55	55	\$2,803,462	\$3,806,639	\$3,573,215	
			114	125	125				
210	Police Personnel TOTAL								
						Salary (Police Officers) (5111)	\$10,291,144	\$11,675,860	\$11,135,226
						Medical Stipends (5132)	\$368,883	\$0	\$0
						Holiday (5140)	\$789,125	\$961,625	\$917,853
						Night Differentials (5142)	\$405,540	\$486,724	\$463,844
						EMT Stipend (5145)	\$4,000	\$5,000	\$5,000
						Senior Patrol (5146)	\$82,378	\$78,901	\$71,728
						License to Carry (5147)	\$118,933	\$146,409	\$138,610
						Breathalyzer (5148)	\$56,011	\$54,404	\$52,568
						Special Duty Stipend (5149)	\$125,000	\$143,000	\$122,000
						First Responder Stipend (5190)	\$169,500	\$0	\$0
						Taser Stipend (5192)	\$56,500	\$0	\$0
						Clothing Allowance (5193)	\$187,200	\$236,800	\$228,800
									Continued...

				FY22	FY22			FY22	
		CLASS /	FY21	DEPT	MAYOR			FY22	
		STEP /	F T E	F T E	F T E			DEPT	
DEPT	POSITION	QUINN	STAFF	REQ	REC	FY21		REQUEST	
						APPROPRIATION		REC	
						Language Stipend (5194)	\$10,500	\$20,500	\$20,500
						MPTC Insructor (5197)	\$13,000	\$11,500	\$10,500
01-210-1-5111	Crime/Research Analyst ¹	UNCL	1	1	1	\$66,601	\$67,933	\$67,933	
01-210-1-5111	Crime/Research Analyst ¹	UNCL	1	1	1	\$52,300	\$53,346	\$53,346	
01-210-1-5111	Domestic Violence Advocate Dir. ¹	UNCL	1	1	1	\$44,938	\$45,837	\$45,837	
01-210-1-5143	Domestic Violence Advocate Director	Longevity				\$850	\$850	\$850	
01-210-1-5111	Animal Control Officer ²	W-7U/4	1	1	1	\$56,861	\$58,819	\$58,819	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$700	\$700	\$700	
01-210-1-5111	Parking Control Officers / Nights ²	SEIU/6	1	1	1	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ²	SEIU/6	1	1	1	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ²	SEIU/6	1	1	1	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ²	SEIU/6	1	1	1	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$0	\$0	
01-210-1-5111	Parking Control Officers / Days ²	SEIU/6	1	1	1	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ²	SEIU/6	0.86	0.86	0.86	\$41,022	\$44,158	\$44,158	
01-210-1-5193	Parking Control Officers / Days	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ²	SEIU/6	0.86	0.86	0.86	\$38,985	\$39,748	\$39,748	
01-210-1-5143	Parking Control Officers / Nights	Longevity				\$550	\$550	\$550	
01-210-1-5193	Parking Control Officers / Nights	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ²	SEIU/3	0.86	0.86	0.86	\$31,656	\$34,068	\$34,068	
01-210-1-5193	Parking Control Officers / Nights	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Supervisor ¹	UNCL	1	1	1	\$80,000	\$54,429	\$54,429	
01-210-1-5143	Police Ops Support Admin	Longevity				\$1,300	\$1,300	\$1,300	
01-210-1-5111	Administrative Assistant ²	A-6U/8	1	1	1	\$61,395	\$63,509	\$63,509	
01-210-1-5143	Administrative Assistant	Longevity				\$1,450	\$1,450	\$1,450	
01-210-1-5111	Administrative Assistant ²	A-6U/8	1	1	1	\$61,395	\$63,509	\$63,509	
01-210-1-5143	Administrative Assistant	Longevity				\$1,650	\$1,650	\$1,650	
01-210-1-5111	Principal Clerk ²	C-6U/8	1	1	1	\$52,480	\$54,288	\$54,288	
01-210-1-5143	Clerk	Longevity				\$1,250	\$1,250	\$1,250	
01-210-1-5111	Principal Clerk ²	C-6U/8	1	1	1	\$52,480	\$54,288	\$54,288	

Continued...

		CLASS /	FY21	FY22	FY22		FY22	FY22
		STEP /	F T E	DEPT	MAYOR		DEPT	MAYOR
DEPT	POSITION	QUINN	STAFF	REQ	REC	FY21	REQUEST	& COUNCIL
						APPROPRIATION		REC
01-210-1-5143	Principal Clerk	Longevity				\$1,450	\$1,450	\$1,450
01-210-1-5111	Principal Clerk ²	C-6U/8	1	1	1	\$52,480	\$54,288	\$54,288
01-210-1-5143	Principal Clerk	Longevity				\$1,250	\$1,250	\$1,250
01-210-1-5111	Principal Clerk ²	C-6U/8	1	1	1	\$52,480	\$54,288	\$54,288
01-210-1-5113	Clerk - PT (2) ²	C-6U/5	0	0	0	\$50,473	\$53,223	\$53,223
01-210-1-5191	Detention Supervisor - PT (1)	Matrons	Varies	Varies	Varies	\$30,000	\$30,000	\$30,000
01-210-1-5191	School Crossing Guards - PT	Xing Guards	Varies	Varies	Varies	\$215,952	\$215,952	\$215,952
	Police Civilian TOTAL		18.57	18.57	18.57			
						Salary (Civilian) (5111)	\$950,182	\$963,298
						Part Time (5113)	\$50,473	\$53,223
						Longevity (5143)	\$10,300	\$10,300
						Crossing Guard & Matron Stipend (5191)	\$245,952	\$245,952
						Clothing Allowance (5193)	\$5,500	\$4,900
210	Police Department GRAND TOTAL		132.57	143.57	143.57			
						Salary (5111)	\$11,301,826	\$12,639,158
						Part Time (5113)	\$50,473	\$53,223
						Overtime (5130)	\$820,000	\$1,025,000
						Medical Stipend (5132)	\$370,983	\$0
						Holiday (5140)	\$789,125	\$961,625
						Night Differentials (5142)	\$407,790	\$486,724
						Longevity (5143)	\$10,300	\$10,300
						Above Grade Differentials (5144)	\$16,000	\$16,000
						EMT Stipend (5145)	\$4,000	\$5,000
						Senior Patrol (5146)	\$82,878	\$78,901
						License to Carry (5147)	\$119,633	\$146,409
						Breathalyzer (5148)	\$56,361	\$54,404
						Special Duty Stipend (5149)	\$125,000	\$143,000
						Court Time (5156)	\$201,160	\$201,160
						First Responder Stipend (5190)	\$169,500	\$0
						Crossing Guard & Matron Stipend (5191)	\$245,952	\$245,952
						Taser Stipend (5192)	\$56,500	\$0
						Clothing Allowance (5193)	\$192,700	\$241,700
						Language Stipend (5194)	\$10,500	\$20,500
						MPTC Instructor (5197)	\$13,000	\$11,500
						Personnel Total:	\$15,043,680	\$16,340,556
								\$15,686,462

Notes to Budget:

¹ 2% COLA on administrative salary.

² Local 25 DPW & Clerical, Parking Enforcement increased 2% in anticipation of contract settlement.

(210) Police Department - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	11,301,826	12,098,524	796,698	7%	Chief's salary is contractual. Patrol Officers union salaries have increased 3% per FY22 contract. Superior Officers have received a 3% increase in anticipation of contract settlement. Local 25 Clerical, Parking Enforcement and DPW unions increased 2% in anticipation of contract settlement. 6 Officers will be paid by Encore Casino.
Part Time Salaries	50,473	53,223	2,750	5%	Ms. Greene
Overtime	820,000	1,025,000	205,000	25%	Ensure proper staffing during vacation, long term sick, injured in Patrol Ops, etc. For city events that request police presence, investigative man-hours on serious offenses i.e. murder, rape, robbery; Other police initiatives. Blended OT rate will include some stipends, increasing the cost of OT.
Medical Stipends	370,983	0	(370,983)	-100%	This stipend has been suspended due to a negotiated contract agreement.
Holiday	789,125	917,853	128,728	16%	All sworn officers in department this money based on formula.
Night Differentials	407,790	463,844	56,054	14%	All officers working after 4 pm receive this. 2/3 patrol are on nights. If they bang out sick, you pay sick officer and their fill-in. It is paid to officers on OT who are filling in or on other nighttime assignment. Upgraded by 1.375 per MOA.
Longevity	10,300	10,300	0	0%	For civilian personnel. Officers longevity is in their salary.
Above Grade Differentials	16,000	16,000	0	0%	Paid to officers working out of grade. Normally for Sgt's who are acting as Office in Charge of Shift when the Lt. is out. Also, to Captains when the Chief designates them as Acting Chief.
EMT Certification	4,000	5,000	1,000	25%	\$500 per officer with EMT Training.
Senior Patrol Stipend	82,878	71,728	(11,150)	-13%	An annual payment to Patrolmen only who have fifteen years or more on the job. It is 3% of base salary.
License to Carry Stipend	119,633	138,610	18,977	16%	2% on base salary. Paid to Patrol Officers who maintain LTC.
Breathalyzer Stipend	56,361	52,568	(3,793)	-7%	2% on base salary. Paid to Superior Officers who maintain certification.
Special Duty	125,000	122,000	(3,000)	-2%	\$3,500 to any who are assigned special duty, on call, higher levels of specialized training.
Court Time	201,160	201,160	0	0%	OT that is paid to officers for all court appearances when they are off duty. This includes District, Superior and Federal Court, Grand Jury sessions and probation surrender hearings. Also for civil actions taken against officers where they are expected to testify.
First Responder Stipend	169,500	0	(169,500)	-100%	This stipend has been suspended due to a negotiated contract agreement.
Crossing Guards/Matrons Stipend	245,952	245,952	0	0%	For Detention Supervisors (\$30,000) and the Crossing Guards (\$215,952).
Taser Stipend	56,500	0	(56,500)	-100%	This stipend has been suspended due to a negotiated contract agreement.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Clothing Allowance	192,700	233,700	41,000	21%	Paid to all sworn officers in 2 installments yearly for a total of \$1,600 each for clothing purchase & maintenance. \$15K for Honor Guard.
Language Stipend	10,500	20,500	10,000	95%	\$500 per officer fluent in foreign language.
MPTC Instructor Stipend	13,000	10,500	(2,500)	-19%	\$500 per officer who is MPTC Instructor certified.
Total Personnel Services	\$15,043,681	\$15,686,462	\$642,781	4%	
General Operating Expenses					
Radio Maintenance	25,000	25,000	0	0%	Contract to maintain all mobile and portable radio equipment. Approximately 120 portable and over 25 mobile radios.
Radio-Grtr Bos Police Counsel	3,400	3,400	0	0%	Contract to use BAPERB radio network and foreign language line for non-English speaking people.
Data Handling	85,000	85,000	0	0%	Contract to maintain the department's in house records management system as well as other software programs, DHQ, IA Pro, etc., IT Services contracts. Hard drives, SSD hard drives, Wi-Fi and UPS. Computers in cruisers, interview room system (audio & visual), digital evidence retrieval, cruiser key lock box and tracker. Multiple licenses for various police software programs. Web-site hosting, email exchange certificate, Cloud back-ups and anti-virus, miscellaneous IT parts.
Professional Services - ROCA	50,000	50,000	0	0%	Payment for ROCA participants.
Telecommunications	45,000	45,000	0	0%	Contract for department issued phones, mobile pads assigned to police vehicles and detectives. Police messaging app for phones.
Ticket Printing	17,000	17,000	0	0%	For the printing of all parking tickets.
Postage	4,000	3,800	(200)	-5%	For all postage that is mailed from the department.
Ticket Processing & Tickets	75,000	75,000	0	0%	The company that processes all parking tickets.
Office Supplies	22,000	20,000	(2,000)	-9%	Includes various types of paper, envelopes, latex gloves, replacement paper shredders, replacement office chairs, storage boxes, calendars, notebooks, appointment books, case folders, batteries, various labels, ink cartridges, office chairs and office workstations
Equipment	40,000	48,000	8,000	20%	All officer issued equipment to include firearms, holsters, Tasers, handcuffs, pepper spray, batons, batteries for portable radios, software and computer related support equipment. Antennas for 10 cruisers. Upgrade video/audio system in Interview Room. Digital cameras for crime scene investigations. Purchase of safety helmets for 50 officers.
Animal Control Expenses	5,000	5,000	0	0%	What the department pays to the North Shore Animal Hospital for dogs and cats. They are held until they are claimed by owners, adopted or euthanized, ACO training.
Ammunition	26,000	26,000	0	0%	All ammunition for police firearms to include pistols, shotguns, rifles, submachine guns, sniper rifle, tear gas canisters, pepper spray. Ammo is used for training purposes so that officers are trained and proficient in use of weapons. Effective in FY 20, the state requires training 2x per year.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Professional Development	4,000	4,000	0	0%	Dues for professional organizations like the Mass Chiefs, Major City Chiefs, Int'l Chiefs Associations and Police Exec Research Forum Group and executive training conference fees
Academy Training/Travel	34,000	34,000	0	0%	For all academy tuition for new officers at approx. \$3K per trainee. Tuition associated with professional development classes for supervisors, specialized training for patrol and detectives. Travel expenses for officers sent on training that includes travel from the local area, courthouse parking, books for courses, etc.
Social Services	199,218	0	(199,218)	100%	Contracted services with Elliott.
Canine Expenses	19,000	12,000	(7,000)	-37%	All dog food, vet visits, leashes, collars, medicines, boarding costs, protective equipment, harnesses, training equipment.
Meals for Prisoners	4,200	4,200	0	0%	Meals to feed all arrestees that end up in custody overnight/weekends.
Total Expenditures	\$657,818	\$457,400	(\$200,418)	-30%	
Capital Improvements					
Ballistic Vests	35,000	34,147	(853)	-2%	30 replacement and new officer vests at \$1,138.22 each
Portable Radios	0	36,000	36,000	100%	Upgrading of radios to replace outdated or too costly to repair (older units). Will cover 6 radios.
Protective Helmets	0	8,000	8,000	100%	50 protective helmets for front line personnel for response to civil disturbances.
New Vehicles	150,000	0	(150,000)	-100%	2 Police Admin Invest Pkg vehicles (hybrids w/ radios); 2 Ford Escapes Hybrids for Parking Enforcement; 3 Ford Hybrid Police Interceptor utility vehicles for Patrol Operations, will include radio, graphics and laptop computer. This request (\$314,329) will be funded by our CIP.
Radio Infrastructure	0	0	0	100%	To upgrade mission critical communications and information technology throughout the city. This is a critical component of our public safety communications capabilities and a necessity. This request (\$371,783) will be funded by our CIP.
Total Capital Expenditures	\$185,000	\$78,147	(\$150,000)	-58%	
Total	\$15,886,499	\$16,222,009	\$335,510	2%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

220 - FIRE DEPARTMENT							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-220-1-5111	SALARIES	\$7,367,573.25	\$7,893,413.00	\$5,717,404.25	\$8,609,420.00	\$8,520,846.00	
01-220-1-5114	CALL IN SHIFT	\$5,242.86	\$5,200.00	\$4,357.14	\$5,200.00	\$0.00	
01-220-1-5130	OVERTIME	\$1,024,814.95	\$463,500.00	\$1,547,369.92	\$650,000.00	\$650,000.00	
01-220-1-5140	HOLIDAY	\$608,607.08	\$655,829.00	\$582,708.49	\$667,504.00	\$667,504.00	
01-220-1-5141	ADJUNCT EDUCATION	\$261,100.00	\$270,300.00	\$242,100.00	\$270,400.00	\$270,400.00	
01-220-1-5142	SHIFT DIFFERENTIAL	\$168,568.67	\$213,430.00	\$149,181.81	\$215,000.00	\$215,000.00	
01-220-1-5143	LONGEVITY	\$179,916.00	\$163,650.00	\$140,714.00	\$173,250.00	\$172,350.00	
01-220-1-5144	ABOVE GRADE DIFFERENTIALS	\$65,055.06	\$84,548.00	\$42,995.97	\$85,000.00	\$85,000.00	
01-220-1-5145	DEFIBRILATOR STIPENDS	\$92,311.43	\$102,000.00	\$1,142.45	\$104,000.00	\$104,000.00	
01-220-1-5147	HAZARDOUS DUTY PAY	\$326,353.11	\$343,954.00	\$308,484.10	\$377,542.00	\$377,542.00	
01-220-1-5151	EMT STIPEND	\$53,122.11	\$71,620.00	\$44,547.76	\$80,284.00	\$80,284.00	
01-220-1-5158	MEDICAL EXPENSE STIPEND	\$314,966.84	\$347,988.00	\$247,777.65	\$347,988.00	\$347,988.00	
01-220-1-5192	OVERTIME MEAL ALLOWANCE	\$15,215.09	\$24,743.00	\$23,112.85	\$30,000.00	\$30,000.00	
01-220-1-5193	CLOTHING ALLOWANCE	\$151,670.00	\$163,900.00	\$150,270.00	\$167,100.00	\$166,400.00	
01-220-1-5194	CERTIFICATIONS	\$163,432.62	\$199,000.00	\$136,418.16	\$173,500.00	\$171,500.00	
01-220-1-5196	TOOL ALLOWANCE	\$285.71	\$200.00	\$114.29	\$200.00	\$0.00	
PERSONNEL Total:		\$10,798,234.78	\$11,003,275.00	\$9,338,698.84	\$11,956,388.00	\$11,858,814.00	
EXPENSES							
01-220-2-5214	EYEGLASS REPLACEMENT	\$0.00	\$5,000.00	\$996.38	\$5,000.00	\$5,000.00	
01-220-2-5240	EQUIPMENT MAINTENANCE	\$62,532.44	\$65,000.00	\$59,319.58	\$100,000.00	\$100,000.00	
01-220-2-5245	RADIO MAINTENANCE	\$9,596.50	\$10,000.00	\$1,319.74	\$10,000.00	\$10,000.00	
01-220-2-5261	APRATUS TESTING	\$2,945.54	\$4,500.00	\$2,570.00	\$4,500.00	\$4,500.00	
01-220-2-5340	TELECOMMUNICATIONS	\$15,144.09	\$20,000.00	\$10,840.13	\$20,000.00	\$20,000.00	
01-220-2-5420	OFFICE SUPPLIES	\$3,125.34	\$3,500.00	\$2,501.71	\$5,000.00	\$5,000.00	
01-220-2-5428	COMMUNITY NARCAN PROGRAM	\$944.80	\$4,000.00	\$813.40	\$4,000.00	\$4,000.00	
01-220-2-5510	TRAINING	\$9,479.60	\$30,000.00	\$13,968.21	\$30,000.00	\$30,000.00	
01-220-2-5580	REPLACEMENT FIRE FIGHTING SUPP &	\$19,871.00	\$20,000.00	\$15,260.92	\$30,000.00	\$30,000.00	
01-220-2-5581	STATION SUPPLIES/MEDICAL SUPPLIES	\$-1,499.52	\$16,000.00	\$12,378.23	\$32,000.00	\$32,000.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

220 - FIRE DEPARTMENT							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
EXPENSES							
01-220-2-5656	METRO FIRE	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	_____
01-220-2-5703	PERSONAL PROTECTION EQUIPMENT	\$18,616.85	\$20,000.00	\$6,290.66	\$20,000.00	\$20,000.00	_____
01-220-2-5710	PROFESSIONAL DEVELOPMENT	\$1,125.00	\$3,500.00	\$1,085.00	\$3,500.00	\$3,500.00	_____
01-220-2-5746	EMERGENCY MANAGEMENT PROGRAM	\$31,004.79	\$34,000.00	\$23,330.88	\$34,000.00	\$34,000.00	_____
EXPENSES Total:		\$175,386.43	\$238,000.00	\$153,174.84	\$300,500.00	\$300,500.00	
CAPITAL IMPROVEMENTS							
01-220-3-5580	TURN OUT GEAR	\$62,846.92	\$65,000.00	\$2,200.00	\$35,000.00	\$35,000.00	_____
01-220-3-5807	SCBA FILLING SYSTEM	\$54,625.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
CAPITAL IMPROVEMENTS Total:		\$117,471.92	\$65,000.00	\$2,200.00	\$35,000.00	\$35,000.00	
220 FIRE DEPARTMENT Total:		\$11,091,093.13	\$11,306,275.00	\$9,494,073.68	\$12,291,888.00	\$12,194,314.00	

220		FIRE DEPARTMENT							
		PERSONNEL SERVICES							
		POSITION		H O U R S	FY21	FY22	FY22		FY22
DEPT		CLASS/ STEP	FTE STAFF		DEPT REQ	MAYOR FTE REC	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 & Council REC
01-220-1-5111	Fire Chief	Chief	1	1	1	\$157,086	\$161,799	\$161,799	
01-220-1-5111	Deputy Chief	Dep Chief	6	6	6	\$617,280	\$674,519	\$674,519	
01-220-1-5111	Captain	Captain	13	13	13	\$1,162,993	\$1,179,584	\$1,179,584	
01-220-1-5111	Lieutenant	Lieutenant	11	11	11	\$855,712	\$935,060	\$935,060	
01-220-1-5111	Private	FF	71	73	73	\$4,802,795	\$5,395,979	\$5,395,979	
			102	104	104				
01-220-1-5111	Fire Apparatus Repair Tech ¹	W-13/4	40	1	1	0	\$85,626	\$88,574	\$0
01-220-1-5193	Fire Apparatus Repair Tech	Clothing					\$700	\$700	\$0
01-220-1-5194	Fire Apparatus Repair Tech	Certifications					\$2,000	\$2,000	\$0
01-220-1-5196	Fire Apparatus Repair Tech	Tools					\$200	\$200	\$0
01-220-1-5143	Fire Apparatus Repair Tech	Longevity					\$900	\$900	\$0
01-220-1-5144	Fire Apparatus Repair Tech	Call In					\$5,200	\$5,200	\$0
01-220-1-5111	Administrative Assistant ²	A-6U/8	35	1	1	1	\$61,395	\$63,509	\$63,509
01-220-1-5143	Administrative Assistant	Longevity					\$1,450	\$1,450	\$1,450
01-220-1-5111	Opiate Counselor ³	UNCL	35	1	1	1	\$58,704	\$58,704	\$58,704
01-220-1-5111	Clerk ²	C-6U/7	35	1	1	1	\$47,922	\$51,694	\$51,694
			106	108	107				
220	Fire TOTAL								
						Salaries (5111)	\$7,893,413	\$8,609,420	\$8,520,846
						Call In Shift (5114)	\$5,200	\$5,200	\$0
						Overtime (5130)	\$463,500	\$650,000	\$650,000
						Holiday (5140)	\$655,829	\$667,504	\$667,504
						Adjunct Education (5141)	\$270,300	\$270,400	\$270,400
						Differential (5142)	\$213,430	\$215,000	\$215,000
						Longevity (5143)	\$163,650	\$173,250	\$172,350
						Above Grade Differential (5144)	\$84,548	\$85,000	\$85,000
						Defib Stipend (5145)	\$102,000	\$104,000	\$104,000
						Hazardous Duty Pay (5147)	\$343,954	\$377,542	\$377,542
						EMT Stipend (5151)	\$71,620	\$80,284	\$80,284
									Continued...

(220) Fire Department - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	7,893,413	8,520,846	627,433	8%	Funding for salaries of department personnel as required by collective bargaining agreements. Contract not settled, but firefighters salaries increased by 3% in anticipation of contract settlement. Fire Apparatus Repair Technician moved to DPW/Fleet.
Call in Shift	5,200	0	(5,200)	-100%	Fire mechanic on-call stipend moved to DPW/Fleet.
Overtime	463,500	650,000	186,500	40%	Funding OT pay for a variety of reasons incl coverage for absences due to injuries, sick leave, vacations, training, etc. Also covers OT for emergency response to incidents, fire investigations, attendance at training, required meetings and other events scheduled during non-work hours. Amount fluctuates depending on circumstances throughout the year. Increase takes into account a possible union contract settlement in FY22.
Holiday	655,829	667,504	11,675	2%	Funding for uniformed personnel as required by collective bargaining agreement.
Adjunct Education	270,300	270,400	100	0%	Funding for education hours for uniformed personnel as required by collective bargaining agreement. This amount varies year to year due to CBA.
Shift Differentials	213,430	215,000	1,570	1%	Funding for differential pay to uniformed personnel as required by collective bargaining agreement.
Longevity	163,650	172,350	8,700	5%	Funding for longevity pay to all as required by collective bargaining agreements. Amount varies year to year due to CBA.
Above Grade Differentials	84,548	85,000	452	1%	Funding for additional pay to uniformed members for filling in for a higher ranking officer due to absences. Amount fluctuates depending on circumstances throughout the year.
Defibrilator Stipends	102,000	104,000	2,000	2%	Funding to uniformed personnel trained in cardiac defibrilation as required by collective bargaining agreement.
Hazardous Duty Pay	343,954	377,542	33,588	10%	Funding for hazardous duty pay to uniformed personnel as required by collective bargaining agreement.
EMT Stipend	71,620	80,284	8,664	12%	Funding for payment of stipend to Registered Emergency Medical Technicians as required by CBA.
Medical Expense Stipend	347,988	347,988	0	0%	New funding to carry Narcan on emergency vehicles.
Overtime Meal Allowance	24,743	30,000	5,257	21%	For payment of meals while working OT. Per CBA.
Clothing Allowance	163,900	166,400	2,500	2%	Funding for uniformed personnel per CBA.
Certifications	199,000	171,500	(27,500)	-14%	Paid for educational stipends.
Tool Allowance	200	0	(200)	-100%	Tool allowance for Mr. Leonard, Fire Mechanic moved to DPW/Fleet.
Total Personnel Services	\$11,003,275	\$11,858,814	\$855,539	8%	

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
General Operating Expenses					
Eyeglass Replacement	5,000	5,000	0	0%	Per CBA the department replaces damaged eyeglasses. Prior to this line item the cost came from HR.
Equipment Maintenance	65,000	100,000	35,000	54%	We have seen an increase in our apparatus maintenance due to several factors. The year of our equipment namely our Ladder One. Our Engine's 1 and 2 are no longer covered under warranty. I anticipate that this cost can be reduced after Ladder One is replaced.
Radio Maintenance	10,000	10,000	0	0%	For payment of maintenance related costs for mobile and portable radios. Increase is due to cover replacement/repair of department radios and equipment on the Fire side of E911.
Apparatus Testing	4,500	4,500	0	0%	Pumps are now required to be tested annually. Also for annual service testing of all Fire Department Aerial Ladders and Ground Ladders as required by NFPA Standards.
Telecommunications	20,000	20,000	0	0%	For payment of all costs for telecommunications equipment including cell phones, tablets, satellite communications equipment, etc.
Office Supplies	3,500	5,000	1,500	43%	For office supplies for administrative offices as well as 3 fire stations.
Community Narcan Program	4,000	4,000	0	0%	This account will provide Narcan to schools, libraries and City Hall. Currently we provide these locations with Narcan through our DPH grant which could be considered outside the scope of the grant.
Training	30,000	30,000	0	0%	For costs associated with training of uniformed staff to perform their duties.
Replacement FF Supp & Equip	20,000	30,000	10,000	50%	Replacement and purchase of firefighting tools and equipment.
Station Supplies/Medical Supplies	16,000	32,000	16,000	100%	The increase in medical calls has resulted in a greater use of medical supplies (gloves, masks) and disposal of such. We are now supplying our own trash bags and paper products that were once supplied by DPW/Facilities Maintenance. Costs associated with supplies unavailable from DPW and needed for operation of 3 fire stations. Also provides funding for medical supplies used by fire companies for response to 3,000 plus medical calls per year.
Metro Fire	2,500	2,500	0	0%	Dues to Metro Fire Inc.
Personal Protection Equip	20,000	20,000	0	0%	For personal protective equipment for uniformed personnel such as turnout gear, helmets, boots, gloves, etc.
Professional Development	3,500	3,500	0	0%	Membership dues and attendance at various conferences of Fire Related Professional Associations.
Emergency Management Pro	34,000	34,000	0	0%	Costs associated with emergency management activities in the City of Everett, including the Mass Notification System.
Total Expenditures	\$238,000	\$300,500	62,500	26%	
Continued...					

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Capital Improvements					
Turn Out Gear	65,000	35,000	(30,000)	-46%	For all firefighters.
Ambulance	0	0	0	100%	This request (\$250,000) will be funded by our CIP.
Fire Prevention Inspect Vehicle	0	0	0	100%	This request (\$40,000) will be funded by our CIP.
Total Capital Expenditures	\$65,000	\$35,000	\$100,000	-46%	
Grand Total	\$11,306,275	\$12,194,314	\$888,039	8%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

242 - DEPT OF INSPECTIONAL SERVICES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-242-1-5111	SALARIES	\$1,586,326.05	\$1,644,226.00	\$1,308,729.79	\$1,687,811.00	\$1,687,811.00	_____
01-242-1-5113	PART TIME	\$31,747.98	\$41,446.00	\$3,972.02	\$41,446.00	\$41,446.00	_____
01-242-1-5114	ON CALL STIPEND	\$5,150.00	\$5,200.00	\$4,350.00	\$10,400.00	\$10,400.00	_____
01-242-1-5120	OTHER PERSONNEL SERVICES	\$531.45	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-242-1-5130	OVERTIME	\$112,343.12	\$75,000.00	\$83,664.30	\$75,000.00	\$75,000.00	_____
01-242-1-5143	LONGEVITY	\$5,847.60	\$5,000.00	\$5,325.05	\$2,500.00	\$2,500.00	_____
01-242-1-5191	HEARING OFFICER	\$9,903.45	\$10,000.00	\$8,367.30	\$11,000.00	\$11,000.00	_____
01-242-1-5193	CLOTHING ALLOWANCE	\$4,950.00	\$3,300.00	\$2,100.00	\$3,300.00	\$3,300.00	_____
01-242-1-5194	CERTIFICAITONS	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-242-1-5196	TOOLS FOR MECHANICS	\$1,200.00	\$800.00	\$400.00	\$800.00	\$800.00	_____
PERSONNEL Total:		\$1,757,999.65	\$1,792,472.00	\$1,416,908.46	\$1,839,757.00	\$1,839,757.00	
EXPENSES							
01-242-2-5210	ELECTRICITY-STREET LIGHTS	\$368,787.55	\$857,000.00	\$14,853.39	\$2,015,000.00	\$2,015,000.00	_____
01-242-2-5240	EQUIPMENT MAINTENANCE	\$13,021.96	\$35,000.00	\$3,605.40	\$35,000.00	\$35,000.00	_____
01-242-2-5242	FIRE ALARM REPAIR & MAINT	\$-42.80	\$7,000.00	\$2,574.52	\$7,000.00	\$7,000.00	_____
01-242-2-5243	STREET LIGHT MAINTENANCE	\$49,277.24	\$60,000.00	\$17,817.86	\$60,000.00	\$60,000.00	_____
01-242-2-5249	SIGNAL & SHOP REPAIRS	\$43,758.09	\$60,000.00	\$34,480.44	\$60,000.00	\$60,000.00	_____
01-242-2-5268	CONTRACT SERVICES	\$3,804.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-242-2-5343	PRINTING	\$1,642.00	\$2,400.00	\$1,054.88	\$2,400.00	\$2,400.00	_____
01-242-2-5420	OFFICE SUPPLIES	\$6,185.75	\$8,800.00	\$3,775.17	\$8,800.00	\$8,800.00	_____
01-242-2-5434	EQUIPMENT	\$2,910.65	\$7,000.00	\$897.78	\$7,000.00	\$7,000.00	_____
01-242-2-5580	SOFTWARE	\$70,580.00	\$75,000.00	\$55,422.57	\$75,000.00	\$75,000.00	_____
01-242-2-5585	UNIFORMS	\$560.00	\$4,800.00	\$0.00	\$4,800.00	\$4,800.00	_____
01-242-2-5586	PROFESSIONAL RESOURCE MATERIAL	\$0.00	\$1,500.00	\$450.00	\$1,500.00	\$1,500.00	_____
01-242-2-5704	WIRE EXPENSES	\$73,463.37	\$81,000.00	\$49,850.24	\$81,000.00	\$81,000.00	_____
01-242-2-5710	PROFESSIONAL SERVICES	\$6,813.56	\$30,000.00	\$1,607.94	\$30,000.00	\$30,000.00	_____
01-242-2-5780	PROFESSIONAL DEVELOPMENT	\$511.82	\$15,000.00	\$633.30	\$15,000.00	\$15,000.00	_____
EXPENSES Total:		\$641,273.19	\$1,244,500.00	\$187,023.49	\$2,402,500.00	\$2,402,500.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

242 - DEPT OF INSPECTIONAL SERVICES		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
CAPITAL IMPROVEMENTS							
CAPITAL IMPROVEMENTS Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
242 DEPT OF INSPECTIONAL SERVICES Total:		\$2,399,272.84	\$3,036,972.00	\$1,603,931.95	\$4,242,257.00	\$4,242,257.00	

242 DEPARTMENT OF INSPECTIONAL SERVICES									
PERSONNEL SERVICES									
				FY21	FY22	FY22			FY22
				DEPT	DEPT	MAYOR			MAYOR
		CLASS/		F T E	F T E	F T E	FY21	FY22	& Council
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC
01-242-1-5111	ISD Director & Inspector of Buildings ¹	UNCL	35	1	1	1	\$120,336	\$117,976	\$117,976
01-242-1-5143	ISD Director & Inspector of Bldgs	Longevity					\$800	\$0	\$0
01-242-1-5111	Local Building Inspector ¹	UNCL	35	1	1	1	\$85,393	\$87,101	\$87,101
01-242-1-5111	Assistant Building Inspector ³	UNCL	35	1	1	1	\$78,986	\$89,663	\$89,663
01-242-1-5143	Assistant Building Inspector	Longevity					\$850	\$850	\$850
01-242-1-5111	Wire Inspector ¹	UNCL	35	1	1	1	\$92,531	\$94,382	\$94,382
01-242-1-5111	Director of Code Enforcement ²	UNCL	35	1	0	0	\$90,519	\$0	\$0
01-242-1-5143	Director of Code Enforcement	Longevity					\$1,700	\$0	\$0
01-242-1-5111	Assistant Building Inspector ¹	UNCL	35	1	1	1	\$49,994	\$68,340	\$68,340
01-242-1-5111	Inspector of Gas & Plumbing ¹	UNCL	35	1	1	1	\$76,204	\$77,728	\$77,728
01-242-1-5111	ISD Supervisor ⁴	UNCL	35	1	1	1	\$60,663	\$68,163	\$68,163
01-242-1-5111	Code Officer/W & M Insp ⁴	UNCL	35	1	1	1	\$60,663	\$64,163	\$64,163
01-242-1-5193	Code Officer/W & M Insp	Clothing					\$500	\$500	\$500
01-242-1-5111	Code Officer/Food & Milk Insp ⁴	UNCL	35	1	1	1	\$60,663	\$64,163	\$64,163
01-242-1-5143	Code Off/Food & Milk Insp	Longevity					\$400	\$400	\$400
01-242-1-5111	Code Officer - Weekends ^{4 5}	UNCL	19.5	0.56	1	1	\$25,849	\$64,163	\$64,163
01-242-1-5111	Code Officer - Ward 1 ⁴	UNCL	35	1	1	1	\$59,015	\$62,515	\$62,515
01-242-1-5111	Code Officer - Ward 2 ⁴	UNCL	35	1	1	1	\$59,015	\$62,515	\$62,515
01-242-1-5111	Code Officer - Ward 3 ⁴	UNCL	35	1	1	1	\$59,015	\$62,515	\$62,515
01-242-1-5111	Code Officer - Ward 4 ⁴	UNCL	35	1	1	1	\$59,015	\$62,515	\$62,515
01-242-1-5111	Code Officer - Ward 6 ⁴	UNCL	35	1	1	1	\$59,015	\$62,515	\$62,515
01-242-1-5111	Superintendent of Signals ⁶	W-14/4	40	1	1	1	\$88,199	\$91,236	\$91,236
01-242-1-5193	Superintendent of Signals	Clothing					\$700	\$700	\$700
01-242-1-5196	Superintendent of Signals	Tools					\$200	\$200	\$200
01-242-1-5111	Assistant Electrician ⁶	W-13/4	40	1	1	1	\$85,626	\$88,574	\$88,574
01-242-1-5193	Assistant Electrician	Clothing					\$700	\$700	\$700
01-242-1-5196	Assistant Electrician	Tools					\$200	\$200	\$200
01-242-1-5111	Assistant Electrician ⁶	W-13/4	40	1	1	1	\$81,546	\$88,574	\$88,574
01-242-1-5193	Assistant Electrician	Clothing					\$700	\$700	\$700
01-242-1-5196	Assistant Electrician	Tools					\$200	\$200	\$200

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	DEPT	MAYOR	FY21	FY22	MAYOR	
				FTE	FTE	FTE	DEPT	& Council		
				STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-242-1-5111	Assistant Electrician ⁶	W-13/4	40	1	1	1	\$81,546	\$88,574	\$88,574	
01-490-1-5193	Assistant Electrician	Clothing					\$700	\$700	\$700	
01-490-1-5196	Assistant Electrician	Tools					\$200	\$200	\$200	
01-242-1-5111	Administrative Assistant ⁷	A-6U/8	35	0	0	0	\$1	\$1	\$1	
01-242-1-5111	Administrative Assistant ⁶	A-6U/8	35	1	1	1	\$61,395	\$63,509	\$63,509	
01-242-1-5143	Principal Clerk	Longevity					\$1,250	\$1,250	\$1,250	
01-242-1-5111	Administrative Assistant ⁶	A-6U/7	35	1	1	1	\$57,331	\$60,480	\$60,480	
01-242-1-5111	Principal Clerk ⁶	C-6U/6	35	1	1	1	\$47,848	\$50,766	\$50,766	
01-242-1-5111	Clerk ⁶	C-6U/4	35	1	1	1	\$43,859	\$47,680	\$47,680	
01-242-1-5191	Hearing Officer	UNCL		0	0	0	\$10,000	\$11,000	\$11,000	
				23.56	23.00	23.00				
242	Inspectional Services TOTAL									
							Salary (5111)	\$1,644,226	\$1,687,811	\$1,687,811
							Part Time (5113)	\$41,446	\$41,446	\$41,446
							On Call Stipend (5114)	\$5,200	\$10,400	\$10,400
							Other Personnel Services (5120)	\$2,500	\$2,500	\$2,500
							Overtime (5130)	\$75,000	\$75,000	\$75,000
							Longevity (5143)	\$5,000	\$2,500	\$2,500
							Hearing Officer (5191)	\$10,000	\$11,000	\$11,000
							Clothing Allowance (5193)	\$3,300	\$3,300	\$3,300
							Certifications (5194)	\$5,000	\$5,000	\$5,000
							Tools (5196)	\$800	\$800	\$800
							Personnel Total:	\$1,792,472	\$1,839,757	\$1,839,757
Notes to Budget:										
¹ 2% COLA added to this administrative salary.										
² Mr. Slattery is moving back to City Solicitor's office.										
³ Salary reclassified in FY21.										
⁴ Seeking to reclassify this salary due to increase in workload due to Covid 19.										
⁵ Position went to full-time in FY21.										
⁶ Local 25 Clerical & DPW salaries increased 2% in anticipation of contract settlement.										
⁷ Not requesting funding for this position in FY22.										

(242) Inspectional Services - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	1,644,226	1,687,811	43,585	3%	Mr. Slattery moving back to Solicitor's office. Several positions partially funded in FY21 now being brought back up to full funding. Local 25 Clerical and DPW union increased 2% in anticipation of contract settlement. Please see Personnel Services notes for more information.
Part Time Salaries	41,446	41,446	0	0%	Includes part-time clerks when needed.
On Call Stipend	5,200	10,400	5,200	100%	Stipend paid to the union person who is on call on weekends and holidays. We are also including the Code Officers who are on call as well in our FY22 budget.
Other Personnel Services	2,500	2,500	0	0%	For replacement plumber when Mr. O'Keefe is out.
Overtime	75,000	75,000	0	0%	In FY21 all street lighting within the city will be repaired/maintained by Wire Department. Also building inspections, electrical inspections & code enforce officers. Also for Ms. DeBilio when she clerks her board.
Longevity	5,000	2,500	(2,500)	-50%	Longevity for 10+ years.
Hearing Officer	10,000	11,000	1,000	10%	Ms. Peters, Hearing Officer.
Clothing Allowance	3,300	3,300	0	0%	\$700 for Messrs. Seward, Moccia, Rocco & Rosatti. \$500 for Mr. Aliberti.
Certifications	5,000	5,000	0	0%	Paid to employees who pass certifications (\$500).
Tools	800	800	0	0%	For Local 25 DPW personnel.
Total Personnel Services	\$1,792,472	\$1,839,757	\$47,285	3%	
General Operating Expenses					
Electricity - Street Lights	857,000	2,015,000	1,158,000	135%	All electricity expenditures will now be paid from this account.
Equipment Maintenance	35,000	35,000	0	0%	For Accela/GEO Fees, a permit tracking software which is utilized by ISD, Fire, City Clerk and Licensing Departments. Maintenance contracts for Ricoh scanner/Fortis software.
Fire Alarm Repair & Maint	7,000	7,000	0	0%	Pays for any repairs to the fire alarm boxes or master boxes.
Street Light Maintenance	60,000	60,000	0	0%	Lower Broadway/Air Force Road. Additional 2600 new lights to maintain, repair and replace.
Signal & Shop Repairs	60,000	60,000	0	0%	Traffic signals replacement project & maintenance and repairs. To repair traffic signals and control boxes which break with age or from knock-overs (car accidents).
Printing	2,400	2,400	0	0%	Forms, cards, card stock, specialized forms. Gas tags that are attached to gas burners after they have been inspected by the plumbing inspector and W&M inspector.

Continued...

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Office Supplies	8,800	8,800	0	0%	Includes various types of paper (orange-building permits; yellow-gas permits; blue-plumbing permits), calendars, notebooks, journals, appointment books, batteries, labels, ink cartridges, fax cartridges, staples, notepads, pens, file folders and notebooks. Also, with the addition of the W&M inspector, all items needed by him.
Equipment	7,000	7,000	0	0%	Specialized field inspection electronics and hardware. GEOTMS hand held computers and printers, cameras for the inspectors to take pix of violations.
Software	75,000	75,000	0	0%	Viewpoint Software. Covers licenses, software upgraded and used city wide
Uniforms	4,800	4,800	0	0%	For 15 inspectors - outerwear, shirts, jackets. Needed so homeowners can recognize them when they inspect homes.
Prof Resource Material	1,500	1,500	0	0%	Specialized codebooks. NFPA, Commonwealth of MA, ICC
Wire Expenses	81,000	81,000	0	0%	Supplies.
Professional Services	30,000	30,000	0	0%	Specialized code training programs for mandated continuing education for all inspectors. Pays for seminars for MEHA, MHOA & Mass Building commission & Inspectors.
Professional Development	15,000	15,000	0	0%	For mandatory trainings throughout the year.
Total Expenditures	\$1,244,500	\$2,402,500	\$1,158,000	93%	
Total	\$3,036,972	\$4,242,257	\$1,205,285	40%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

299 - EMERGENCY COMMUNICATIONS OFFIC							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-299-1-5111	SALARIES	\$757,157.33	\$764,932.00	\$516,017.81	\$801,779.00	\$801,779.00	_____
01-299-1-5113	PART TIME	\$14,129.33	\$60,000.00	\$19,661.87	\$60,000.00	\$60,000.00	_____
01-299-1-5130	OVERTIME	\$76,417.56	\$100,000.00	\$135,919.61	\$100,000.00	\$100,000.00	_____
01-299-1-5140	HOLIDAY	\$44,924.93	\$63,000.00	\$48,546.08	\$63,000.00	\$63,000.00	_____
01-299-1-5142	NIGHT DIFFERENTIALS	\$46,323.81	\$55,000.00	\$34,066.01	\$55,000.00	\$55,000.00	_____
01-299-1-5143	LONGEVITY	\$3,640.32	\$8,350.00	\$7,617.92	\$8,350.00	\$8,350.00	_____
01-299-1-5144	ABOVE GRADE DIFFERENTIAL	\$24,489.33	\$28,500.00	\$33,999.09	\$38,500.00	\$38,500.00	_____
PERSONNEL Total:		\$967,082.61	\$1,079,782.00	\$795,828.39	\$1,126,629.00	\$1,126,629.00	
EXPENSES							
01-299-2-5245	RADIO MAINTENANCE	\$45,561.01	\$70,000.00	\$30,327.52	\$70,000.00	\$70,000.00	_____
01-299-2-5340	TELECOMMUNICATIONS	\$4,460.15	\$5,800.00	\$3,115.21	\$5,800.00	\$5,800.00	_____
01-299-2-5420	OFFICE SUPPLIES	\$2,800.29	\$4,000.00	\$867.72	\$4,000.00	\$3,000.00	_____
01-299-2-5711	TRAINING EXPENSES	\$3,210.00	\$12,000.00	\$4,776.00	\$12,000.00	\$12,000.00	_____
EXPENSES Total:		\$56,031.45	\$91,800.00	\$39,086.45	\$91,800.00	\$90,800.00	
299 EMERGENCY COMMUNICATIONS OFFIC		\$1,023,114.06	\$1,171,582.00	\$834,914.84	\$1,218,429.00	\$1,217,429.00	

299		OFFICE OF EMERGENCY COMMUNICATIONS								
		PERSONNEL SERVICES								
					FY21	FY22	FY22		FY22	
					FY21	DEPT	MAYOR		FY22	MAYOR
		CLASS/ STEP	HOURS	FTE STAFF	FTE REQ	FTE REC	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 & Council REC	
DEPT	POSITION									
01-299-1-5111	Clerk ¹	C-6U/6	35	1	1	1	\$43,859	\$50,766	\$50,766	
01-299-1-5111	911 Lead Dispatcher ¹	Local 25 /8	37.5	1	1	1	\$59,073	\$61,103	\$61,103	
01-299-1-5143	911 Lead Dispatcher	Longevity					\$1,150	\$1,150	\$1,150	
01-299-1-5111	911 Lead Dispatcher ¹	Local 25 /8	37.5	1	1	1	\$59,073	\$61,103	\$61,103	
01-299-1-5143	911 Lead Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Lead Dispatcher ¹	Local 25 /8	37.5	1	1	1	\$59,073	\$61,103	\$61,103	
01-299-1-5143	911 Lead Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Dispatcher ¹	Local 25 /8	37.5	1	1	1	\$59,073	\$61,103	\$61,103	
01-299-1-5143	911 Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Dispatcher ¹	Local 25/7	37.5	1	1	1	\$56,876	\$58,835	\$58,835	
01-299-1-5143	911 Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Dispatcher ¹	Local 25 /7	37.5	1	1	1	\$56,876	\$58,835	\$58,835	
01-299-1-5143	911 Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Dispatcher ¹	Local 25/7	37.5	1	1	1	\$56,876	\$58,835	\$58,835	
01-299-1-5143	911 Dispatcher	Longevity					\$950	\$950	\$950	
01-299-1-5111	911 Dispatcher ¹	Local 25/6	37.5	1	1	1	\$54,915	\$56,806	\$56,806	
01-299-1-5143	911 Dispatcher	Longevity					\$750	\$750	\$750	
01-299-1-5111	911 Dispatcher ¹	Local 25 /6	37.5	1	1	1	\$54,915	\$56,806	\$56,806	
01-299-1-5143	911 Dispatcher	Longevity					\$750	\$750	\$750	
01-299-1-5111	911 Dispatcher ¹	Local 25 /5	37.5	1	1	1	\$52,326	\$54,121	\$54,121	
01-299-1-5111	911 Dispatcher ¹	Local 25 /5	37.5	1	1	1	\$52,326	\$54,121	\$54,121	
01-299-1-5111	911 Dispatcher ¹	Local 25 /5	37.5	1	1	1	\$49,836	\$54,121	\$54,121	
01-299-1-5111	911 Dispatcher ¹	Local 25 /5	37.5	1	1	1	\$49,836	\$54,121	\$54,121	
01-299-1-5113	Dispatchers - Part Time ²		Varies	Varies	Varies	Varies	\$60,000	\$60,000	\$60,000	
				14	14	14				
299	Emergency Communication Center TOTAL									
							Salary (5111)	\$764,932	\$801,779	\$801,779
							Part Time (5113)	\$60,000	\$60,000	\$60,000
							Overtime (5130)	\$100,000	\$100,000	\$100,000
							Holiday (5140)	\$63,000	\$63,000	\$63,000
							Night Differentials (5142)	\$55,000	\$55,000	\$55,000
										Continued...

(299) E 9 1 1 - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	764,932	801,779	36,847	5%	Local 25 Clerical and E911 members a 2% increase in anticipation of contract settlement.
Part Time Salaries	60,000	60,000	0	0%	For the "will call" employees.
Overtime	100,000	100,000	0	0%	Will supplement OT paid from grant funds in FY22.
Holiday	63,000	63,000	0	0%	Paid in December to all union employees.
Night Differentials	55,000	55,000	0	0%	Paid to employees who work between 3:00 pm to 11:00 pm (\$1.00 more per hour) and from 11:00 pm to 7:00 am (\$1.25 more per hour).
Longevity	8,350	8,350	0	0%	Paid to all employees with 10+ years on the job.
Above Grade Differential	28,500	38,500	10,000	35%	For those covering shifts of the lead dispatchers
Total Personnel Services	\$1,079,782	\$1,126,629	\$46,847	4%	
General Operating Expenses					
Radio Maintenance	70,000	70,000	0	0%	Maintenance agreement with Motorola to service the radio equipment. All Comm, Verizon & Motorola.
Telecommunications	5,800	5,800	0	0%	Data lines and Director cell phone/pager/email. Verizon, Verizon Wireless
Office Supplies	4,000	3,000	(1,000)	-25%	WB Mason, Conway Office supplies. Includes handouts for school children when they visit E911.
Training Expenses	12,000	12,000	0	0%	Mandatory continuing education: Police/Fire/EMS training. Includes 16 dispatchers at \$600 each per year. Supplemented with grant.
Total Expenditures	\$91,800	\$90,800	(\$1,000)	-1%	
Total	\$1,171,582	\$1,217,429	\$45,847	4%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

490 - DPW EXECUTIVE DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-490-1-5111	SALARIES	\$677,985.78	\$571,241.00	\$425,914.43	\$672,951.00	\$672,951.00	_____
01-490-1-5113	PART TIME	\$29,153.30	\$32,408.00	\$21,565.44	\$64,816.00	\$64,816.00	_____
01-490-1-5114	ON CALL STIPENDS	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00	_____
01-490-1-5123	SEASONAL EMPLOYEES	\$91,444.52	\$135,000.00	\$0.00	\$135,000.00	\$135,000.00	_____
01-490-1-5130	OVERTIME	\$31,320.86	\$50,000.00	\$17,987.55	\$50,000.00	\$50,000.00	_____
01-490-1-5142	NIGHT DIFFERENTIALS	\$0.00	\$1,000.00	\$8.22	\$1,000.00	\$1,000.00	_____
01-490-1-5143	LONGEVITY	\$3,500.00	\$3,050.00	\$4,550.00	\$4,050.00	\$4,050.00	_____
01-490-1-5144	ACTING GRADE	\$104.86	\$1,000.00	\$2,710.00	\$1,000.00	\$1,000.00	_____
01-490-1-5191	CITY SERVICES COMMISSION STIPEND	\$19,699.97	\$22,600.00	\$18,083.30	\$22,600.00	\$22,600.00	_____
01-490-1-5193	CLOTHING ALLOWANCE	\$5,460.00	\$700.00	\$5,040.00	\$1,400.00	\$1,400.00	_____
01-490-1-5194	CERTIFICATIONS	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	_____
01-490-1-5196	TOOLS FOR MECHANICS	\$880.00	\$200.00	\$720.00	\$400.00	\$400.00	_____
PERSONNEL Total:		\$859,549.29	\$817,199.00	\$496,578.94	\$960,417.00	\$960,417.00	
EXPENSES							
01-490-2-5400	REPAIRS AND PARTS	\$167,377.76	\$200,000.00	\$29,112.67	\$200,000.00	\$200,000.00	_____
01-490-2-5404	CITY-WIDE SEASONAL EXPENDITURES	\$74,700.44	\$100,000.00	\$50,826.13	\$100,000.00	\$100,000.00	_____
01-490-2-5420	OFFICE SUPPLIES	\$-1,834.37	\$8,000.00	\$4,183.33	\$8,000.00	\$8,000.00	_____
01-490-2-5445	TOWING	\$2,500.00	\$4,000.00	\$1,280.00	\$4,000.00	\$4,000.00	_____
01-490-2-5480	GASOLINE/DIESEL/OIL	\$349,477.29	\$375,000.00	\$271,823.60	\$375,000.00	\$375,000.00	_____
01-490-2-5546	DPW - REPAIR MAINTENANCE	\$142,640.09	\$250,000.00	\$114,668.22	\$250,000.00	\$250,000.00	_____
01-490-2-5548	POLICE-REPAIR MAINTENANCE	\$27,420.44	\$35,000.00	\$8,242.02	\$35,000.00	\$35,000.00	_____
01-490-2-5570	VEHICLE REPAIRS AND SUPPLIES	\$18,249.98	\$25,000.00	\$3,605.48	\$25,000.00	\$25,000.00	_____
01-490-2-5580	MV INSPECTIONS	\$5,131.00	\$10,000.00	\$135.00	\$10,000.00	\$10,000.00	_____
01-490-2-5581	TIRES & TIRE SUPPLIES	\$32,179.07	\$50,000.00	\$6,329.98	\$50,000.00	\$50,000.00	_____
01-490-2-5582	TRAINING & SOFTWARE	\$2,150.00	\$15,000.00	\$2,400.00	\$15,000.00	\$15,000.00	_____
01-490-2-5583	BODY SHOP REPAIRS	\$10,818.21	\$25,000.00	\$6,088.70	\$70,000.00	\$70,000.00	_____
01-490-2-5656	ISD - REPAIR MAINTENANCE	\$10,179.33	\$21,000.00	\$0.00	\$21,000.00	\$21,000.00	_____
01-490-2-5710	PROFESSIONAL DEVELOPMENT	\$8,249.72	\$10,000.00	\$3,046.11	\$10,000.00	\$10,000.00	_____

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

490 - DPW EXECUTIVE DIVISION		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-490-2-5746	EYEGLOSS REPLACEMENT	\$0.00	\$450.00	\$0.00	\$450.00	\$450.00	_____
EXPENSES Total:		\$849,238.96	\$1,128,450.00	\$501,741.24	\$1,173,450.00	\$1,173,450.00	
CAPITAL PROJECT							
01-490-3-5808	CITY DECOR	\$149,973.75	\$160,000.00	\$134,014.45	\$0.00	\$0.00	_____
CAPITAL PROJECT Total:		\$149,973.75	\$160,000.00	\$134,014.45	\$0.00	\$0.00	
490 DPW EXECUTIVE DIVISION Total:		\$1,858,762.00	\$2,105,649.00	\$1,132,334.63	\$2,133,867.00	\$2,133,867.00	

490		DEPARTMENT OF PUBLIC WORKS - Executive Division									
		PERSONNEL SERVICES									
						FY22	FY22			FY22	
				FY21	FY21	DEPT	MAYOR		FY22	MAYOR	
		CLASS/		F T E	F T E	F T E	F T E	FY21	DEPT	& Council	
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC		
01-490-1-5111	DPW Director ¹	UNCL	40	1	1	1	\$126,868	\$129,406	\$129,406		
01-490-1-5143	DPW Director	Longevity					\$800	\$800	\$800		
01-490-1-5111	Business Manager/Labor Counsel ²	UNCL	35	0.50	0.50	0.50	\$60,346	\$60,346	\$60,346		
01-490-1-5111	Operations Manager ¹	UNCL	40	1	1	1	\$104,640	\$106,733	\$106,733		
01-490-1-5111	General Superintendent ¹	UNCL	40	1	1	1	\$77,308	\$78,855	\$78,855		
01-490-1-5111	Administrative Assistant ³	A-6U/8	35	1	1	1	\$61,395	\$63,509	\$63,509		
01-490-1-5143	Administrative Assistant	Longevity					\$1,000	\$1,000	\$1,000		
01-490-1-5111	Principal Clerk ³	C-6U/8	35	1	1	1	\$52,480	\$54,288	\$54,288		
01-490-1-5143	Principal Clerk	Longevity					\$1,250	\$1,250	\$1,250		
01-490-1-5111	Fleet Foreman ³	W-14U/4	40	1	1	1	\$88,199	\$91,236	\$91,236		
01-490-1-5193	Fleet Foreman	Clothing					\$700	\$700	\$700		
01-490-1-5196	Fleet Foreman	Tools					\$200	\$200	\$200		
01-490-1-5111	Fire Apparatus Repair Tech ⁴	W-13/4	40	0	1	1	\$0	\$88,574	\$88,574		
01-490-1-5143	Fire Apparatus Repair Tech	Longevity					\$0	\$1,000	\$1,000		
01-490-1-5114	Fire Apparatus Repair Tech	On Call					\$0	\$5,200	\$5,200		
01-490-1-5193	Fire Apparatus Repair Tech	Clothing					\$0	\$700	\$700		
01-220-1-5194	Fire Apparatus Repair Tech	Certific					\$0	\$2,000	\$2,000		
01-490-1-5196	Fire Apparatus Repair Tech	Tools					\$0	\$200	\$200		
01-490-1-5111	Motor Equipment Repairman ²	W-12U/4	40	0	0	0	\$1	\$1	\$1		
01-490-1-5111	Motor Equipment Repairman ²	W-12U/4	40	0	0	0	\$1	\$1	\$1		
01-490-1-5111	Motor Equipment Repairman ²	W-12U/1	40	0	0	0	\$1	\$1	\$1		
01-490-1-5111	Motor Equipment Repairman ²	W-12U/1	40	0	0	0	\$1	\$1	\$1		
01-490-1-5113	Motor Equipment Repairman - PT ⁵	UNCL	20	0	1	1	\$0	\$32,408	\$32,408		
01-490-1-5113	Motor Equipment Repairman - PT	UNCL	19.5	0	0	0	\$32,408	\$32,408	\$32,408		
01-490-1-5191	Public Works Commission	Chair		0	0	0	\$4,600	\$4,600	\$4,600		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
01-490-1-5191	Public Works Commission	Board		0	0	0	\$3,000	\$3,000	\$3,000		
				7	9	9					

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21 APPROPRIATION	FY22	FY22
				FTE	DEPT	MAYOR		DEPT	MAYOR
				STAFF	FTE	FTE		REQUEST	& Council REC
490	DPW Executive TOTAL								
					Salary (5111)		\$571,241	\$672,951	\$672,951
					Part Time (5113)		\$32,408	\$64,816	\$64,816
					On call stipend (5114)		\$0	\$5,200	\$5,200
					Seasonal Workers (5123)		\$135,000	\$135,000	\$135,000
					Overtime (5130)		\$50,000	\$50,000	\$50,000
					Night Differential (5142)		\$1,000	\$1,000	\$1,000
					Longevity (5143)		\$3,050	\$4,050	\$4,050
					Above Grade Differential (5144)		\$1,000	\$1,000	\$1,000
					Public Works Commission Stipend (5191)		\$22,600	\$22,600	\$22,600
					Clothing Allowance (5193)		\$700	\$1,400	\$1,400
					Certifications (5194)		\$0	\$2,000	\$2,000
					Tools for Mechanics (5196)		\$200	\$400	\$400
					Personnel Total:		\$817,199	\$960,417	\$960,417
Notes to Budget:									
¹ 2% COLA added to administrative salary.									
² Funding for this position is at 50%.									
³ Local 25 DPW & Clerical increased 2% in anticipation of contract settlement.									
⁴ Fire mechanic position moved from Fire budget to DPW Fleet/Executive.									
⁵ New position requested for FY22.									

(490) DPW Executive Division - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
					2% COLA on all administrative salaries. Fire Apparatus Repair Tech. moved from Fire into Fleet. Local 25 DPW and Clerical increased 2% in anticipation of contract settlement. 4 vacant Local 25 DPW positions will not be requested in FY22.
Salaries	571,241	672,951	101,710	18%	
Part Time	32,408	64,816	32,408	100%	Hiring another part-time mechanic, to offset some of the demands of the Fleet Department.
On Call Stipend	0	5,200	5,200	100%	For Fire repairman.
Seasonal Employees	135,000	135,000	0	0%	Temporary employees needed during fall/spring clean up and shoveling after snowstorms.
Overtime	50,000	50,000	0	0%	When necessary. Based on Local 25 DPW contract raises.
Night Differentials	1,000	1,000	0	0%	Per Local 25 DPW contract any employee regularly scheduled between 6pm - 6am will receive a night diff of \$1/hr.
Longevity	3,050	4,050	1,000	33%	For those with 10+ years with City.
Above Grade Differentials	1,000	1,000	0	0%	Contractual. Any employee required to work above their pay grade is to receive an above grade differential.
DPW Commission Stipend	22,600	22,600	0	0%	For the board members
Clothing Allowance	700	1,400	700	100%	Contractual per Local 25 DPW. \$700 per year.
Certifications	0	2,000	2,000	100%	For Fire repairman.
Tools for Mechanics	200	400	200	100%	Contractual. \$200 per mechanic.
Total Personnel Services	\$817,199	\$960,417	\$143,218	18%	
General Operating Expenses					
Repairs and Parts	200,000	200,000	0	0%	Mass Operational Division program for purchasing parts, materials and supplies at a 25% cost savings minimum.
City Wide Seasonal Expenses	100,000	100,000	0	0%	For the purchase of city-wide seasonal outdoor lights and displays.
Office Supplies	8,000	8,000	0	0%	Supports entire DPW facility.
Towing	4,000	4,000	0	0%	For the towing of commercial vehicles. Also for towing situations such as emergency branch removal.
Gasoline/Diesel/Oil	375,000	375,000	0	0%	Contingent on fuel increases. State contract of gasoline/diesel is Dennis K. Burke. Fuel additives & other maint parts needed to keep all gas tanks/lines operating efficiently. Petroleum Equip annual contract for environmental a/b testing & yearly pressure test of fuel tanks. ACO report & monitor annular space tank repairs.

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	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
DPW - Repair Maintenance	250,000	250,000	0	0%	Buildings are older, doing all repairs in-house. For materials and supplies.
Police - Repair Maintenance	35,000	35,000	0	0%	Maintenance of police vehicles including additional vehicles purchased.
Vehicle Repairs & Supplies	25,000	25,000	0	0%	Tire machine lift,
MV Inspections	10,000	10,000	0	0%	Fleet inventory is 175 in need of yearly inspections.
Tires & Tire Supplies	50,000	50,000	0	0%	Fleet inventory is 200 vehicles. Also this includes vehicles and equipment.
Training & Software	15,000	15,000	0	0%	Upgrades for DPW systems.
Body Shop Repairs	25,000	70,000	45,000	180%	When vehicles need to be sent out for body work that cannot be done in-house.
ISD - Repair Maintenance	21,000	21,000	0	0%	Maintenance of all ISD vehicles.
Professional Development	10,000	10,000	0	0%	Conferences, trainings.
Eyeglass Replacement	450	450	0	0%	Contractual per Local25 DPW.
	\$1,128,450	\$1,173,450	\$45,000	4%	
City Décor	\$160,000	\$0	(160,000)	-100%	All décor for the City. This request (\$160,000) will be funded by our CIP.
Total Executive Budget	\$2,105,649	\$2,133,867	\$28,218	1%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

491 - DPW FACILITIES MAINTENANCE DIV							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-491-1-5111	SALARIES	\$1,153,416.03	\$1,273,607.00	\$989,282.40	\$1,327,229.00	\$1,327,229.00	_____
01-491-1-5113	PART TIME	\$0.00	\$0.00	\$599.04	\$0.00	\$0.00	_____
01-491-1-5114	ON CALL STIPEND	\$5,140.00	\$5,200.00	\$4,360.00	\$5,200.00	\$5,200.00	_____
01-491-1-5130	OVERTIME	\$205,622.38	\$200,000.00	\$169,315.36	\$200,000.00	\$200,000.00	_____
01-491-1-5142	NIGHT DIFFERENTIAL	\$408.50	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-491-1-5143	LONGEVITY	\$11,240.00	\$8,900.00	\$6,260.00	\$8,900.00	\$8,900.00	_____
01-491-1-5144	ABOVE GRADE DIFFERENTIAL	\$12,851.75	\$15,000.00	\$5,013.16	\$15,000.00	\$15,000.00	_____
01-491-1-5193	CLOTHING ALLOWANCE	\$10,500.00	\$10,500.00	\$2,100.00	\$10,500.00	\$10,500.00	_____
01-491-1-5196	TOOLS FOR MECHANICS	\$760.00	\$600.00	\$240.00	\$600.00	\$600.00	_____
PERSONNEL Total:		\$1,399,938.66	\$1,518,807.00	\$1,177,169.96	\$1,572,429.00	\$1,572,429.00	
EXPENSES							
01-491-2-5202	OFFICE SUPPLIES	\$2,240.49	\$5,000.00	\$1,519.71	\$5,000.00	\$5,000.00	_____
01-491-2-5210	CITY BLDGS ELECTRICITY & GAS	\$892,095.93	\$1,100,000.00	\$676,129.52	\$0.00	\$0.00	_____
01-491-2-5213	CITY BLDGS SEASONAL EXP	\$11,172.69	\$15,000.00	\$4,423.10	\$25,000.00	\$25,000.00	_____
01-491-2-5247	HVAC SERVICE CONTRACT/REPAIRS	\$26,050.30	\$32,987.51	\$19,349.32	\$70,000.00	\$70,000.00	_____
01-491-2-5260	ELEVATOR SERVICE CONTRACT	\$31,990.29	\$50,000.00	\$18,111.43	\$70,000.00	\$70,000.00	_____
01-491-2-5291	CLEANING SERVICE CONTRACT/CITY	\$0.00	\$40,000.00	\$6,592.00	\$40,000.00	\$35,000.00	_____
01-491-2-5430	BUILDING REPAIR & MAINTENANCE	\$291,306.84	\$365,512.49	\$209,045.36	\$300,000.00	\$300,000.00	_____
01-491-2-5450	CUSTODIAL SUPPLIES	\$49,542.84	\$15,000.00	\$9,086.55	\$65,000.00	\$65,000.00	_____
01-491-2-5704	WIRE EXPENSES	\$16,259.87	\$1,500.00	\$345.60	\$20,000.00	\$20,000.00	_____
EXPENSES Total:		\$1,320,659.25	\$1,625,000.00	\$944,602.59	\$595,000.00	\$590,000.00	
491 DPW FACILITIES MAINTENANCE DIV		\$2,720,597.91	\$3,143,807.00	\$2,121,772.55	\$2,167,429.00	\$2,162,429.00	

491 DEPARTMENT OF PUBLIC WORKS - Facilities Maintenance									
PERSONNEL SERVICES									
					FY22	FY22			
					FY21	DEPT	MAYOR		
					F T E	F T E	F T E	FY21	FY22
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	DEPT REQUEST	MAYOR & Council REC
01-491-1-5111	Acting Facilities Maintenance Superintendent ¹	UNCL	40	1	1	1	\$96,060	\$97,981	\$97,981
01-491-1-5111	Assistant Facilities Maintenance Superintendent ¹	UNCL	40	1	1	1	\$88,226	\$89,991	\$89,991
01-491-1-5111	Administrative Assistant ²	A-6U/8	35	1	1	1	\$61,395	\$63,509	\$63,509
01-491-1-5111	Facilities Maintenance Mechanic ²	W-14U/4	40	1	1	1	\$88,199	\$91,236	\$91,236
01-491-1-5193	Facilities Maintenance Mechanic	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Mechanic	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Mechanic ²	W-14U/4	40	1	1	1	\$88,199	\$91,236	\$91,236
01-491-1-5193	Facilities Maintenance Mechanic	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Mechanic	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Supervisor ²	W-13U/4	40	1	1	1	\$85,626	\$88,574	\$88,574
01-491-1-5193	Facilities Maintenance Supervisor	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Supervisor	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Carpenter ²	W-13U/4	40	1	1	1	\$85,626	\$88,574	\$88,574
01-491-1-5143	Facilities Maintenance Carpenter	Longevity					\$1,450	\$1,450	\$1,450
01-491-1-5193	Facilities Maintenance Carpenter	Clothing					\$700	\$700	\$700
01-491-1-5111	Facilities Maintenance Carpenter ²	W-13U/4	40	1	1	1	\$81,546	\$88,574	\$88,574
01-491-1-5193	Facilities Maintenance Carpenter	Clothing					\$700	\$700	\$700
01-491-1-5111	Lead Custodian / General Maintenance (Eve) ²	W-11U/4	40	1	1	1	\$69,392	\$71,782	\$71,782
01-491-1-5143	Lead Custodian / General Maintenance	Longevity					\$1,450	\$1,450	\$1,450
01-491-1-5193	Lead Custodian / General Maintenance	Clothing					\$700	\$700	\$700
01-491-1-5111	Lead Custodian / General Maintenance ²	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
01-491-1-5143	Lead Custodian / General Maintenance	Longevity					\$1,250	\$1,250	\$1,250
01-491-1-5193	Lead Custodian / General Maintenance	Clothing					\$700	\$700	\$700
01-491-1-5111	Facilities Maintenance Craftsman/Tiler ²	W-9U/4	40	1	1	1	\$61,463	\$66,458	\$66,458
01-491-1-5193	Facilities Maintenance Craftsman/Tiler	Clothing					\$700	\$700	\$700
01-491-1-5111	Craftsman ²	W-9U/4	40	1	1	1	\$59,099	\$66,458	\$66,458
01-491-1-5193	Craftsman	Clothing					\$700	\$700	\$700
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819
01-491-1-5143	Custodian / General Maintenance	Longevity					\$1,250	\$1,250	\$1,250
01-491-1-5193	Custodian / General Maintenance	Clothing					\$700	\$700	\$700
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819
01-491-1-5143	Custodian / General Maintenance	Longevity					\$1,250	\$1,250	\$1,250
01-491-1-5193	Custodian / General Maintenance	Clothing					\$700	\$700	\$700

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 MAYOR & Council REC	
				FTE STAFF	FTE REQ	FTE REC				
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-491-1-5143	Custodian / General Maintenance	Longevity					\$1,250	\$1,250	\$1,250	
01-491-1-5193	Custodian / General Maintenance	Clothing					\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-491-1-5143	Custodian / General Maintenance	Longevity					\$1,000	\$1,000	\$1,000	
01-491-1-5193	Custodian / General Maintenance	Clothing					\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-491-1-5193	Custodian / General Maintenance	Clothing					\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-491-1-5193	Custodian / General Maintenance (Evenings)	Clothing					\$700	\$700	\$700	
				18	18	18				
491	DPW Facilities Maintenance TOTAL									
							Salary (5111)	\$1,273,606	\$1,327,229	\$1,327,229
							On Call Stipend (5114)	\$5,200	\$5,200	\$5,200
							Overtime (5130)	\$200,000	\$200,000	\$200,000
							Night Differential (5142)	\$5,000	\$5,000	\$5,000
							Longevity (5143)	\$8,900	\$8,900	\$8,900
							Above Grade Differential (5144)	\$15,000	\$15,000	\$15,000
							Clothing Allowance (5193)	\$10,500	\$10,500	\$10,500
							Tool Allowance (5196)	\$600	\$600	\$600
							Personnel Total:	\$1,518,807	\$1,572,429	\$1,572,429
Notes to Budget:										
¹ 2% COLA on administrative salary.										
² Local 25 Clerical & DPW increased 2% in anticipation of contract settlement.										

(491) DPW Facilities Maintenance Division - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	1,273,607	1,327,229	53,622	4%	2% COLA on administrative salaries. Union contracts increased 2% in anticipation of contract settlement.
On Call Stipend	5,200	5,200	0	0%	For the union employee who works on-call (on weekends).
Overtime	200,000	200,000	0	0%	To cover the cost of overtime associated with the Wellness Center, Armory, City Hall, Rec. Center, etc.
Night Differentials	5,000	5,000	0	0%	Per the Local 25 DPW Workers contract any employee regularly scheduled between the hours of 6pm until 6am are to receive a night differential of \$1 an hour. Night differential is awarded to employees working scheduled shifts for the opening and closing of the Everett Wellness Center.
Longevity	8,900	8,900	0	0%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	15,000	15,000	0	0%	Per the Local 25 contract any employee required to work above their pay grade is to receive an above grade differential.
Clothing Allowance	10,500	10,500	0	0%	Contractual, \$700 per Local 25 DPW worker per year.
Tools for Mechanics	600	600	0	0%	Contractual, \$200 per designated Local 25 DPW worker per year.
Total Personnel Services	\$1,518,807	\$1,572,429	\$53,622	4%	
General Operating Expenses - Facilities					
Office Supplies	5,000	5,000	0	0%	Office supplies are needed due to office away from DPW building.
City Bldgs. Electricity & Gas	1,100,000	0	(1,100,000)	-100%	Moved to ISD budget.
City Bldgs. Seasonal Exp	25,000	25,000	0	0%	For all seasonal lights/décor
HVAC Service Contract/Repairs	70,000	70,000	0	0%	For materials and supplies. Air Cleaning Specialist, Comm of Mass, Cooling & Heating, CS Ventilation, Distributor Corp, East Air Mechanical, FW Webb, W.W Grainger, Williamson NE. Buildings are older, doing all repairs in-Contract w/ Delta Beckwith - services City Hall/Parlin Library/Police Station/old HS and Shute Library. Rates contracted to FY22 have increased.
Elevator Service Contract	50,000	70,000	20,000	40%	Majority done in-house. Also have contract for deep cleaning. Also includes Wellness Center and seasonal cleaning of Memorial Stadium
Cleaning Service Contract/City Hall	40,000	35,000	(5,000)	-13%	For all city bldgs. Wants to do more in house repairs. American Alarm, Beantown Pest, Chelsea Floor, Collins Overhead, Craftsman Class, FW Webb, Farazzoli Imports, Fire Equipment, Home Depot, Masslock, Weld Power, etc.
Building Repair & Maintenance	250,000	300,000	50,000	20%	Unexpected repairs needed at Police Station, Pope John and old HS.
Custodial Supplies	65,000	65,000	0	0%	For all city buildings. Includes Wellness Center and Shute Library.
Wire Expenses	20,000	20,000	0	0%	For all city buildings.
	\$1,625,000	\$590,000	(\$1,035,000)	-64%	
Total Facilities Budget	\$3,143,807	\$2,162,429	(\$981,378)	-31%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

492 - DPW ENGINEERING DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-492-1-5111	SALARIES	\$154,264.41	\$289,527.00	\$183,123.11	\$294,704.00	\$294,704.00	_____
01-492-1-5130	OVERTIME	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-492-1-5143	LONGEVITY	\$0.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	_____
01-492-1-5144	ABOVE DIFFERENTIAL	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
PERSONNEL Total:		\$154,264.41	\$292,727.00	\$184,823.11	\$297,904.00	\$297,904.00	
EXPENSES							
01-492-2-5230	STORMWATER EXPENDITURES	\$107,981.95	\$200,000.00	\$24,012.24	\$200,000.00	\$200,000.00	_____
01-492-2-5240	EQUIPMENT MAINT./REPAIR	\$877.50	\$3,000.00	\$445.56	\$3,000.00	\$3,000.00	_____
01-492-2-5300	PROFESSIONAL SERVICES	\$50,469.80	\$100,000.00	\$10,555.00	\$100,000.00	\$75,000.00	_____
01-492-2-5420	OFFICE SUPPLIES	\$1,256.32	\$5,000.00	\$1,673.34	\$5,000.00	\$5,000.00	_____
01-492-2-5421	OFFICE EQUIPMENT	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$1,000.00	_____
01-492-2-5434	FIELD EQUIPMENT & SUPPLIES	\$294.77	\$7,500.00	\$2,019.76	\$7,500.00	\$7,500.00	_____
01-492-2-5541	CENETER LINE X-WALK MARK	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	_____
01-492-2-5705	ANNUAL ENVIRONMENTAL REPORTING	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-492-2-5710	PROFESSIONAL DEVELOPMENT	\$7,000.00	\$7,500.00	\$338.00	\$7,500.00	\$2,500.00	_____
01-492-2-5734	LICENSES & MEMBERSHIP FEES	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
EXPENSES Total:		\$167,880.34	\$336,500.00	\$39,043.90	\$396,500.00	\$365,000.00	
492 DPW ENGINEERING DIVISION Total:		\$322,144.75	\$629,227.00	\$223,867.01	\$694,404.00	\$662,904.00	

492 DEPARTMENT OF PUBLIC WORKS - Engineering Division										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22	
				FTE	DEPT	MAYOR		DEPT	MAYOR	
				STAFF	REQ	REC	APPROPRIATION	REQUEST	& Council REC	
01-492-1-5111	Director of Engineering	UNCL	40	1	1	1	\$130,800	\$130,800	\$130,800	
01-492-1-5111	City Engineer ¹	UNCL	40	1	1	1	\$101,396	\$103,424	\$103,424	
01-492-1-5143	City Engineer	Longevity					\$1,700	\$1,700	\$1,700	
01-492-1-5111	Administrative Assistant ²	A-6U/7	35	1	1	1	\$57,331	\$60,480	\$60,480	
				3	3	3				
492	DPW Engineering TOTAL									
							Salary (5111)	\$289,527	\$294,704	\$294,704
							Overtime (5130)	\$500	\$500	\$500
							Longevity (5143)	\$1,700	\$1,700	\$1,700
							Above Grade Differential (5144)	\$1,000	\$1,000	\$1,000
							Personnel Total:	\$292,727	\$297,904	\$297,904

Notes to Budget:
¹ 2% COLA added to administrative salary.
² Local 25 Clerical union increased 2% in anticipation of contract settlement.

(492) DPW Engineering Division - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	289,527	294,704	5,177	2%	Retaining vacant Director's position. 2% COLA added to administrative salary. In anticipation of a contract settlement, the Local 25 salary has been increased 2%.
Overtime	500	500	0	0%	In lieu of comp time if requested.
Longevity	1,700	1,700	0	0%	Mr. Ofurie
Above Grade Differentials	1,000	1,000	0	0%	Contractual per Local 25 Clerical.
Total Personnel Services	\$292,727	\$297,904	\$5,177	2%	
General Operating Expenses -Engineering					
Stormwater Expenditures	200,000	200,000	0	0%	Compliance with the construction related portions of National Pollutant Discharge and Elimination System (NPDES) minimum control measures as mandated by MassDEP. (SWMP) Storm Water Management Program- This fund will provide feasibility studies for various drainage systems new or old on trouble spots throughout the city.
Equipment Maint/Repair	3,000	3,000	0	0%	Survey equipment. Printer/plotter repairs
Professional Services	100,000	75,000	(25,000)	-25%	Professional engineering services.
Office Supplies	5,000	5,000	0	0%	New printer, special paper. WB Mason
Office Equipment	2,500	1,000	(1,500)	-60%	Autocard software/subscription fees/myler & bonded paper/laptop for field.
Field Equipment & Supplies	7,500	7,500	0	0%	Buy GPS unit with annual fee.
Center Line X-walk Mark	0	60,000	60,000	100%	Moved this account from Highway Division. Line markings for entire city. Using more durable product. New road constructions and parking lot renovations to be done in FY22. City Council has requested additional line markings throughout the city.
Annual Environment Reporting	10,000	10,000	0	0%	Annual Environment Reporting are needed for stormwater discharge MS4 permit report made in compliance with EPA/ DEP regulation. Fees will be paid to consultant to prepare the program and file to the agencies.
Professional Development	7,500	2,500	(5,000)	-67%	Continue education course/engineering/construction (OPM).
Licenses & Membership Fees	1,000	1,000	0	0%	Licenses & Membership fees will be used in paying for education programs outside the city relating to public works and engineering.
Total Expenditures	\$336,500	\$365,000	\$28,500	8%	
Total	\$629,227	\$662,904	\$33,677	5%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

493 - DPW PARKS AND CEMETERIES DIV							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-493-1-5111	SALARIES	\$919,832.30	\$1,053,706.00	\$866,264.17	\$1,092,869.00	\$1,092,869.00	_____
01-493-1-5113	PART TIME	\$106,386.16	\$75,000.00	\$0.00	\$75,000.00	\$75,000.00	_____
01-493-1-5130	OVERTIME	\$150,354.94	\$150,000.00	\$57,115.34	\$150,000.00	\$150,000.00	_____
01-493-1-5142	NIGHT DIFFERENTIAL	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-493-1-5143	LONGEVITY	\$6,550.00	\$6,950.00	\$7,750.00	\$6,950.00	\$6,950.00	_____
01-493-1-5144	ABOVE GRADE DIFFERENTIAL	\$1,910.17	\$5,000.00	\$62.00	\$5,000.00	\$5,000.00	_____
01-493-1-5160	TREE STIPEND	\$10,760.70	\$10,000.00	\$1,713.82	\$10,000.00	\$10,000.00	_____
01-493-1-5193	CLOTHING ALLOWANCE	\$11,618.11	\$9,800.00	\$7,281.89	\$9,800.00	\$9,800.00	_____
PERSONNEL Total:		\$1,207,412.38	\$1,311,456.00	\$940,187.22	\$1,350,619.00	\$1,350,619.00	
EXPENSES							
01-493-2-5255	LANDSCAPING	\$155,260.05	\$495,000.00	\$234,325.22	\$495,000.00	\$495,000.00	_____
01-493-2-5256	GRAFFITI REMOVAL	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$5,000.00	_____
01-493-2-5257	GLENWOOD CEMETARY EXPENSES	\$6,915.80	\$50,000.00	\$1,459.99	\$60,000.00	\$60,000.00	_____
01-493-2-5259	OUTDOOR WINTERIZATION	\$9,571.40	\$10,000.00	\$5,100.00	\$10,000.00	\$15,000.00	_____
01-493-2-5410	OUTDOOR FIELD LIGHTING	\$4,828.63	\$40,000.00	\$7,459.51	\$0.00	\$0.00	_____
01-493-2-5435	REPAIR & MAINTENANCE	\$80,614.84	\$120,000.00	\$77,538.38	\$110,000.00	\$110,000.00	_____
01-493-2-5439	TREES SEED & SOD SUPPLIES	\$21,847.75	\$70,000.00	\$15,489.75	\$70,000.00	\$70,000.00	_____
01-493-2-5830	CONCRETE LINERS	\$4,505.04	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	_____
EXPENSES Total:		\$283,543.51	\$802,500.00	\$341,372.85	\$762,500.00	\$762,500.00	
493 DPW PARKS AND CEMETERIES DIV Total:		\$1,490,955.89	\$2,113,956.00	\$1,281,560.07	\$2,113,119.00	\$2,113,119.00	

493 DEPARTMENT OF PUBLIC WORKS - Parks and Cemeteries Division										
PERSONNEL SERVICES										
					FY21	FY22			FY22	
					FTE	DEPT	MAYOR		FY22	
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	FTE	REQ	REC	APPROPRIATION	DEPT	& Council
									REQUEST	REC
01-493-1-5111	Parks, Cemetery & Sanitation Director ¹	UNCL	40	1	1	1		\$90,721	\$92,536	\$92,536
01-493-1-5111	Administrative Assistant ²	A-6U/5	35	1	1	1		\$54,329	\$58,170	\$58,170
01-493-1-5111	General Foreman ²	W-13U/4	40	1	1	1		\$85,626	\$88,574	\$88,574
01-493-1-5143	General Foreman	Longevity						\$1,450	\$1,450	\$1,450
01-493-1-5193	General Foreman	Clothing						\$700	\$700	\$700
01-493-1-5111	Working Foreman ²	W-11U/4	40	1	1	1		\$69,392	\$71,782	\$71,782
01-493-1-5143	Working Foreman	Longevity						\$1,850	\$1,850	\$1,850
01-493-1-5193	Working Foreman	Clothing						\$700	\$700	\$700
01-493-1-5111	Working Foreman ²	W-11U/4	40	1	1	1		\$69,392	\$71,782	\$71,782
01-493-1-5143	Working Foreman	Longevity						\$1,000	\$1,000	\$1,000
01-493-1-5193	Working Foreman	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²	W-10U/4	40	1	1	1		\$67,613	\$69,942	\$69,942
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²	W-10U/4	40	1	1	1		\$67,613	\$69,942	\$69,942
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²	W-10U/4	40	1	1	1		\$67,613	\$69,942	\$69,942
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²	W-10U/4	40	1	1	1		\$67,613	\$69,942	\$69,942
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - HMEO w/CDL ²	W-9U/4	40	1	1	1		\$63,877	\$66,458	\$66,458
01-493-1-5143	Craftsman - HMEO w/CDL	Longevity						\$1,000	\$1,000	\$1,000
01-493-1-5193	Craftsman - HMEO w/CDL	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - Tiler ²	W-9U/4	40	1	1	1		\$63,877	\$66,458	\$66,458
01-493-1-5193	Craftsman - Tiler	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman - HMEO (No CDL) ²	W-8U/4	40	1	1	1		\$59,999	\$62,065	\$62,065
01-493-1-5193	Craftsman - HMEO (No CDL)	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman ²	W-7U/4	40	1	1	1		\$56,861	\$58,819	\$58,819
01-493-1-5143	Craftsman	Longevity						\$1,450	\$1,450	\$1,450
01-493-1-5193	Craftsman	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman ²	W-7U/4	40	1	1	1		\$56,861	\$58,819	\$58,819
01-493-1-5193	Craftsman	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman ²	W-7U/4	40	1	1	1		\$56,861	\$58,819	\$58,819
01-493-1-5193	Craftsman	Clothing						\$700	\$700	\$700
01-493-1-5111	Craftsman ²	W-7U/4	40	1	1	1		\$55,459	\$58,819	\$58,819
01-493-1-5193	Craftsman	Clothing						\$700	\$700	\$700
					16	16	16			Continued...

					FY22	FY22			FY22
					FY21	DEPT	MAYOR		FY22
DEPT	POSITION	CLASS/ STEP	HOURS	F T E STAFF	F T E REQ	F T E REC	FY21 APPROPRIATION	DEPT REQUEST	MAYOR & Council REC
493	DPW Parks & Cemeteries TOTAL								
						Salary (5111)	\$1,053,706	\$1,092,869	\$1,092,869
						Temp Workers (5113)	\$75,000	\$75,000	\$75,000
						Overtime (5130)	\$150,000	\$150,000	\$150,000
						Night Differential (5142)	\$1,000	\$1,000	\$1,000
						Longevity (5143)	\$6,950	\$6,950	\$6,950
						Above Grade Differential (5144)	\$5,000	\$5,000	\$5,000
						Tree Stipend (5160)	\$10,000	\$10,000	\$10,000
						Clothing Allowance (5193)	\$9,800	\$9,800	\$9,800
Notes to Budget:						Personnel Total:	\$1,311,456	\$1,350,619	\$1,350,619
¹	2% COLA added to administrative salary.								
²	Local 25 DPW & Clerical unions increased 2% in anticipation of contract settlement.								

(493) DPW Parks & Cemeteries Division - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	1,053,706	1,092,869	39,163	4%	2% COLA on administrative salaries. Local 25 DPW & Clerical increased 2% in anticipation of contract settlement.
Part Time	75,000	75,000	0	0%	Not seeking funding for Tree Warden in FY21 and reducing Temp Workers funding to \$75K.
Overtime	150,000	150,000	0	0%	When needed for Local 25 DPW & Clerical employees.
Night Differentials	1,000	1,000	0	0%	Per the Local 25 DPW contract any employee regularly scheduled between the hours of 6pm until 6am are to receive a night differential of \$1/hour.
Longevity	6,950	6,950	0	0%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	5,000	5,000	0	0%	Per the Local 25 DPW contract any employee required to work above their pay grade is to receive an above grade differential.
Tree Stipend	10,000	10,000	0	0%	Per Local 25 DPW contract for those on the tree crew.
Clothing Allowance	9,800	9,800	0	0%	Per the Local 25 DPW contract all workers are awarded a \$700 clothing allowance.
Total Personnel Services	\$1,311,456	\$1,350,619	\$39,163	3%	
General Operating Expenses - Parks & Cemeteries					
Landscaping	495,000	495,000	0	0%	To McCues for purchasing seasonal citywide flowers/hanging baskets of islands and municipal buildings. Carbone Landscaping for planting of purchased flowers. Increased per contract for FY22.
Graffiti Removal	10,000	5,000	(5,000)	-50%	Removal of graffiti and painting over graffiti that cannot be removed using traditional measures.
Glenwood Cemetery Expenses	60,000	60,000	0	0%	Rocky Hill, Pontem Softwarea, American Cemetery, Masslock, Alarm Devices.
Outdoor Winterization	10,000	15,000	5,000	50%	For the winterization of city-wide open space irrigation systems i.e., parks, splash pads, fountains.
Outdoor Field Lighting	40,000	0	(40,000)	-100%	Moved to ISD budget.
Repair & Maintenance	110,000	110,000	0	0%	Based on quotes received for repairs to fields and parks; portable restrooms; fence replacement and maintenance; painting of fields; turf maintenance; irrigation supplies and repairs as needed; supplies for landscaping done in-house.
Trees Seed & Sod Supplies	70,000	70,000	0	0%	Based on quotes received for the cost of trees, loam and mulch.
Concrete Liners	7,500	7,500	0	0%	For pre-cast concrete burial boxes.
Total Expenditures	\$802,500	\$762,500	(\$40,000)	-5%	
Total	\$2,113,956	\$2,113,119	(\$837)	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

494 - DPW STADIUM DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
EXPENSES							
01-494-2-5212	FUEL	\$1,578.70	\$7,000.00	\$26.35	\$7,000.00	\$7,000.00	_____
01-494-2-5213	ELECTRIC OUTDOOR FIELD	\$2,743.35	\$18,000.00	\$5,473.45	\$0.00	\$0.00	_____
01-494-2-5240	EQUIPMENT/MOTOR MAINT	\$4,521.08	\$8,500.00	\$0.00	\$8,500.00	\$4,500.00	_____
01-494-2-5255	MAINTENANCE TO FIELD	\$4,500.00	\$9,500.00	\$0.00	\$9,500.00	\$9,500.00	_____
01-494-2-5435	REPAIR & MAINTENANCE	\$5,424.16	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	_____
EXPENSES Total:		\$18,767.29	\$51,000.00	\$5,499.80	\$33,000.00	\$29,000.00	
494 DPW STADIUM DIVISION Total:		\$18,767.29	\$51,000.00	\$5,499.80	\$33,000.00	\$29,000.00	

(494) DPW Stadium Division - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Stadium Division					
Fuel	7,000	7,000	0	0%	Direct Energy. For heating the field house.
Electric Outdoor Field	18,000	0	(18,000)	-100%	Moved to ISD.
Equipment Motor Maint	8,500	4,500	(4,000)	-47%	Turf products, United rentals. More care taken with field as it is being used more often.
Maintenance to Field	9,500	9,500	0	0%	Rental of "sweeper" to clean turf, increased due to heavy use of field (including several drum & bugle competitions). Current turf is beyond its warranty, repairs will be needed to turf.
Repair & Maint Supplies/Mtrl	8,000	8,000	0	0%	Quincy Small, AMSAN, Home Depot, Scoreboard, Masslock
Total	\$51,000	\$29,000	(\$22,000)	-43%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

495 - DPW HIGHWAY DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-495-1-5111	SALARIES	\$895,830.78	\$1,117,444.00	\$822,512.55	\$1,108,900.00	\$1,108,900.00	_____
01-495-1-5130	OVERTIME	\$194,833.83	\$170,000.00	\$148,768.24	\$170,000.00	\$170,000.00	_____
01-495-1-5142	NIGHT DIFFERENTIAL	\$0.00	\$3,500.00	\$1,938.00	\$3,500.00	\$3,500.00	_____
01-495-1-5143	LONGEVITY	\$5,400.00	\$8,500.00	\$6,600.00	\$7,250.00	\$7,250.00	_____
01-495-1-5144	ABOVE GRADE DIFFERENTIAL	\$13,049.62	\$15,000.00	\$10,813.81	\$15,000.00	\$15,000.00	_____
01-495-1-5193	CLOTHING ALLOWANCE	\$14,140.00	\$10,500.00	\$6,160.00	\$10,500.00	\$10,500.00	_____
01-495-1-5196	TOOLS FOR MECHANICS	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	_____
PERSONNEL Total:		\$1,123,254.23	\$1,325,144.00	\$996,792.60	\$1,315,350.00	\$1,315,350.00	
EXPENSES							
01-495-2-5241	CONSTRUCTION/REPAIRS	\$88,051.75	\$100,000.00	\$13,060.00	\$100,000.00	\$100,000.00	_____
01-495-2-5268	CONTRACTED SERVICES	\$74,170.00	\$180,000.00	\$109,280.59	\$180,000.00	\$180,000.00	_____
01-495-2-5280	EQUIPMENT HIRE	\$5,889.77	\$25,000.00	\$8,782.72	\$25,000.00	\$25,000.00	_____
01-495-2-5435	REPAIR & MAINTENANCE	\$10,672.41	\$75,000.00	\$9,284.40	\$75,000.00	\$75,000.00	_____
01-495-2-5436	STREET CLEANING SUPPLIES &	\$0.00	\$30,000.00	\$0.00	\$30,000.00	\$15,000.00	_____
01-495-2-5440	STREET & TRAFFIC SIGNS	\$0.00	\$50,000.00	\$47,137.38	\$50,000.00	\$50,000.00	_____
01-495-2-5541	CENTER LINE X-WLK MARK	\$0.00	\$60,000.00	\$60,000.00	\$0.00	\$0.00	_____
01-495-2-5543	CEMENT STONE & ASPHALT	\$67,136.69	\$170,000.00	\$28,491.67	\$170,000.00	\$100,000.00	_____
01-495-2-5856	OTHER - POLICE DETAILS	\$400.00	\$40,000.00	\$0.00	\$40,000.00	\$20,000.00	_____
EXPENSES Total:		\$246,320.62	\$730,000.00	\$276,036.76	\$670,000.00	\$565,000.00	
495 DPW HIGHWAY DIVISION Total:		\$1,369,574.85	\$2,055,144.00	\$1,272,829.36	\$1,985,350.00	\$1,880,350.00	

495 DEPARTMENT OF PUBLIC WORKS - Highway Division									
PERSONNEL SERVICES									
				FY21	FY22	FY22	FY22		
				FTE	DEPT	MAYOR	MAYOR		
				STAFF	REQ	REC	FY21	FY22	FY22
				HOURS			APPROPRIATION	DEPT	& Council
DEPT	POSITION	CLASS/ STEP	HOURS	FTE	REQ	REC	APPROPRIATION	REQUEST	REC
01-495-1-5111	Highway Superintendent ¹	UNCL	40	0.50	1	1	\$49,283	\$92,168	\$92,168
01-495-1-5111	Assistant Highway Superintendent ²	UNCL	40	1	0	0	\$90,360	\$0	\$0
01-495-1-5111	Clerk ³	C-6U/5	20	0.57	0.57	0.57	\$25,062	\$28,300	\$28,300
01-495-1-5111	Work Foreman / Hwy-Bldg-Grounds ³	W-11U/4	40	1	1	1	\$69,392	\$71,782	\$71,782
01-495-1-5143	Work Foreman / Hwy-Bldg-Grounds	Longevity					\$1,450	\$1,450	\$1,450
01-495-1-5193	Work Foreman / Hwy-Bldg-Grounds	Clothing					\$700	\$700	\$700
01-495-1-5111	Work Foreman / Hwy-Bldg-Grounds ³	W-11U/4	40	1	1	1	\$69,392	\$71,782	\$71,782
01-495-1-5143	Work Foreman / Hwy-Bldg-Grounds	Longevity					\$1,650	\$1,650	\$1,650
01-495-1-5193	Work Foreman / Hwy-Bldg-Grounds	Clothing					\$700	\$700	\$700
01-495-1-5111	Signal Maintainer ³	W-11U/4	40	1	1	1	\$69,392	\$71,782	\$71,782
01-495-1-5143	Signal Maintainer	Longevity					\$1,450	\$1,450	\$1,450
01-495-1-5193	Signal Maintainer	Clothing					\$700	\$700	\$700
01-495-1-5196	Signal Maintainer	Tools					\$200	\$200	\$200
01-495-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
01-495-1-5143	Craftsman - SMEO w/CDL & Hoisting	Longevity					\$1,250	\$1,250	\$1,250
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman - SMEO w/ CDL & Hoisting ³	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
01-495-1-5143	Craftsman - SMEO w/CDL & Hoisting	Longevity					\$1,450	\$1,450	\$1,450
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman - SMEO w/ CDL & Hoisting ³	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman - HMEO w/CDL CLASS A ³	W-9AU/4	40	1	1	1	\$67,467	\$69,791	\$69,791
01-495-1-5193	Craftsman - HMEO w/CDL CLASS A	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman - HMEO w/CDL ³	W-9U/4	40	1	1	1	\$64,245	\$66,458	\$66,458
01-495-1-5193	Craftsman - HMEO w/CDL	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman - HMEO w/CDL ³	W-9U/4	40	1	1	1	\$64,245	\$66,458	\$66,458
01-495-1-5193	Craftsman - HMEO w/CDL	Clothing					\$700	\$700	\$700
01-495-1-5111	Watchman - HMEO w/CDL (40 Hours) ³	W-9U/4	40	1	1	1	\$61,463	\$66,458	\$66,458
01-495-1-5193	Watchman - HMEO (40 Hours)	Clothing					\$700	\$700	\$700
01-495-1-5111	Watchman - HMEO w/CDL ³	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819
01-495-1-5193	Watchman - HMEO	Clothing					\$700	\$700	\$700
01-495-1-5111	Craftsman ³	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819
01-495-1-5193	Craftsman	Clothing					\$700	\$700	\$700

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 MAYOR & Council REC	
				FTE STAFF	FTE REQ	FTE REC				
01-495-1-5111	Craftsman ³	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-495-1-5193	Craftsman	Clothing					\$700	\$700	\$700	
01-495-1-5111	Craftsman ³	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-495-1-5193	Craftsman	Clothing					\$700	\$700	\$700	
01-495-1-5111	Craftsman ³	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819	
01-495-1-5193	Craftsman	Clothing					\$700	\$700	\$700	
				17	17	17				
495	DPW Highway TOTAL									
							Salary (5111)	\$1,117,444	\$1,108,900	\$1,108,900
							Overtime (5130)	\$170,000	\$170,000	\$170,000
							Night Differential (5142)	\$3,500	\$3,500	\$3,500
							Longevity (5143)	\$8,500	\$7,250	\$7,250
							Above Grade Differential (5144)	\$15,000	\$15,000	\$15,000
							Clothing Allowance (5193)	\$10,500	\$10,500	\$10,500
							Tools (5196)	\$200	\$200	\$200
							Personnel Total:	\$1,325,144	\$1,315,350	\$1,315,350

Notes to Budget:

¹ 2% COLA added to administrative salary.

² Not requesting funding for this position in FY22.

³ Local 25 DPW & Clerical unions increased 2% in anticipation of contract settlement.

(495) DPW Highway Division - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	1,117,444	1,108,900	(8,544)	-1%	2% COLA added to administrative staff. Local 25 DPW & Clerical have 2% increase in anticipation of contract settlement.
Overtime	170,000	170,000	0	0%	When needed.
Night Differentials	3,500	3,500	0	0%	Per the Local 25 DPW contract any employee regularly scheduled between the hours of 6 pm until 6 am are to receive a night differential of \$1/hour. This accounts for (2) 40 hour Watchmen.
Longevity	8,500	7,250	(1,250)	-15%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	15,000	15,000	0	0%	Per the Local 25 DPW contract any employee required to work above their pay grade is to receive an above grade differential.
Clothing Allowance	10,500	10,500	0	0%	Per the Local 25 DPW contract all workers are awarded a \$700 Clothing Allowance.
Tools	200	200	0	0%	Per DPW Local 25 contract for specific employees.
Total Personnel Services	\$1,325,144	\$1,315,350	(\$9,794)	-1%	
General Operating Expenses - Highway					
Construction Repairs	100,000	100,000	0	0%	Various work performed by consultants and specialized vendors.
Contracted Services	180,000	180,000	0	0%	Various work performed by consultants and specialized vendors.
Equipment Hire	25,000	25,000	0	0%	Visi Flash, United Rentals, CM Davidson.
Repair & Maintenance	75,000	75,000	0	0%	Coyne Textile, Home Depot, AMSAN, WW Granger, Everett Supply, United Rentals, Craftsman Glass, ELC Security.
Street Cleaning Sup & Equip	30,000	15,000	(15,000)	-50%	Sweeping 7 days a week. CN Wood Co, Lcal Equipment, Baystate Sweeping, G/J Towing, Lawson Products, Atlantic Broom.
Street & Traffic Signs	50,000	50,000	0	0%	For all street name signs and stop signs. Perma-Line Corp, Supplies Unlimited.
Center Line x-walk Mark	60,000	0	(60,000)	-100%	Moved to DPW Engineering Division.
Cement Stone & Asphalt	170,000	100,000	(70,000)	-41%	For Benevento Asphalt, Aggregate, Tri Products, Home Depot, Linden Block, Omega, Northgate Recycling, Atlantic Asphalt.
Other Police Details	40,000	20,000	(20,000)	-50%	As needed.
Total Expenditures	\$730,000	\$565,000	(\$165,000)	-23%	
Total	\$2,055,144	\$1,880,350	(\$174,794)	-9%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

496 - DPW SNOW AND ICE DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-496-1-5130	S & I OVERTIME	\$101,965.44	\$50,000.00	\$151,302.67	\$50,000.00	\$50,000.00	_____
01-496-1-5159	SNOW STIPEND	\$32,000.00	\$20,000.00	\$27,000.00	\$22,000.00	\$20,000.00	_____
PERSONNEL Total:		\$133,965.44	\$70,000.00	\$178,302.67	\$72,000.00	\$70,000.00	
EXPENSES							
01-496-2-5280	CONTRACTED SERVICES	\$49,637.50	\$40,000.00	\$144,585.75	\$40,000.00	\$40,000.00	_____
01-496-2-5434	S & I SUPPLIES & MATERIALS	\$48,934.32	\$50,000.00	\$32,831.81	\$50,000.00	\$50,000.00	_____
01-496-2-5446	S & I REPAIR /MAINTANANCE	\$9,253.88	\$10,000.00	\$6,821.15	\$10,000.00	\$10,000.00	_____
01-496-2-5480	S & I FUEL	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-496-2-5536	S & I SALT	\$127,905.92	\$200,000.00	\$214,717.22	\$200,000.00	\$200,000.00	_____
EXPENSES Total:		\$235,731.62	\$325,000.00	\$398,955.93	\$325,000.00	\$325,000.00	
496 DPW SNOW AND ICE DIVISION Total:		\$369,697.06	\$395,000.00	\$577,258.60	\$397,000.00	\$395,000.00	

(496) DPW Snow & Ice - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
S & I Overtime	50,000	50,000	0	0%	For City personnel working snow and/or ice shifts.
Snow Stipend	20,000	20,000	0	0%	May be used for those employees who work several major storms over the course of winter.
Total Personnel Services	\$70,000	\$70,000	\$0	0%	
General Operating Expenses					
Contracted Services	40,000	40,000	0	0%	For outside contractors who assist with plowing and/or salting.
S & I Supplies & Materials	50,000	50,000	0	0%	Supplies needed for winter season.
S & I Repair Maintenance	10,000	10,000	0	0%	Costs associated with repairs/maintenance needed to vehicles and/or equipment used during snow / ice emergencies.
S & I Fuel	25,000	25,000	0	0%	For city vehicles used during snow and/or ice storms.
S & I Salt	200,000	200,000	0	0%	Salt used over the entire City.
Total Expenditures	\$325,000	\$325,000	\$0	0%	
Total Snow & Ice	\$395,000	\$395,000	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

497 - DPW SOLID WASTE DIVISION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
EXPENSES							
01-497-2-5290	REFUSE COLLECTION	\$1,910,842.92	\$2,040,000.00	\$1,405,927.44	\$2,040,000.00	\$2,040,000.00	_____
01-497-2-5293	SOLID WASTE DISPOSAL	\$1,139,848.26	\$1,240,000.00	\$842,060.15	\$1,600,000.00	\$1,600,000.00	_____
01-497-2-5297	RECYCLABLES DISPOSAL	\$417,986.75	\$450,000.00	\$321,965.07	\$500,000.00	\$500,000.00	_____
01-497-2-5298	HAZARDOUS WASTE COLL/DISP	\$4,591.22	\$85,000.00	\$4,835.22	\$100,000.00	\$100,000.00	_____
01-497-2-5299	RUBBL/YARD WASTE DISPOSAL	\$59,115.40	\$170,000.00	\$69,088.54	\$170,000.00	\$170,000.00	_____
EXPENSES Total:		\$3,532,384.55	\$3,985,000.00	\$2,643,876.42	\$4,410,000.00	\$4,410,000.00	
497 DPW SOLID WASTE DIVISION Total:		\$3,532,384.55	\$3,985,000.00	\$2,643,876.42	\$4,410,000.00	\$4,410,000.00	

(497) DPW - Solid Waste - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Solid Waste					
Refuse Collection	2,040,000	2,040,000	0	0%	Capitol Waste contract price.
Solid Waste Disposal	1,240,000	1,600,000	360,000	29%	Wheelabrator contract price.
Recyclables Disposal	450,000	500,000	50,000	11%	Green Works Recycling . Anticipating increase to \$95/ton.
Hazardous Waste Coll/Disp	85,000	100,000	15,000	18%	Triumvirate - Street sweeping disposal and supplies based on quotes received.
Rubl/Yard Waste Disposal	170,000	170,000	0	0%	Northgate Recycling, Rocky Hill - Includes tree stumps, street waste (old pavement), street sweeping waste.
Total Solid Waste	\$3,985,000	\$4,410,000	\$425,000	11%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

510 - DEPT OF HEALTH & HUMAN SERVICE							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-510-1-5111	SALARIES	\$1,161,938.81	\$1,108,530.00	\$759,732.76	\$1,324,086.00	\$1,324,086.00	_____
01-510-1-5113	PART TIME	\$11,666.62	\$24,000.00	\$2,086.45	\$24,000.00	\$24,000.00	_____
01-510-1-5130	OVERTIME	\$6,416.04	\$6,500.00	\$340.94	\$6,500.00	\$6,500.00	_____
01-510-1-5143	LONGEVITY	\$7,500.00	\$5,400.00	\$4,950.00	\$4,700.00	\$4,700.00	_____
01-510-1-5144	ABOVE GRADE DIFFERENTIAL	\$0.00	\$2,400.00	\$0.00	\$2,400.00	\$2,400.00	_____
01-510-1-5191	BOARD OF HEALTH STIPEND	\$3,850.01	\$6,200.00	\$3,500.00	\$6,200.00	\$6,200.00	_____
01-510-1-5193	CLOTHING ALLOWANCE	\$4,733.34	\$4,250.00	\$3,562.50	\$4,250.00	\$4,250.00	_____
PERSONNEL Total:		\$1,196,104.82	\$1,157,280.00	\$774,172.65	\$1,372,136.00	\$1,372,136.00	
EXPENSES							
01-510-2-5249	EQUIPMENT REPAIRS	\$0.00	\$350.00	\$0.00	\$350.00	\$350.00	_____
01-510-2-5300	PROFESSIONAL SERVICES	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	_____
01-510-2-5403	VACCINES	\$17,565.75	\$20,000.00	\$19,489.15	\$25,000.00	\$25,000.00	_____
01-510-2-5420	OFFICE SUPPLIES	\$1,397.32	\$3,500.00	\$1,785.42	\$4,000.00	\$3,000.00	_____
01-510-2-5710	PROFESSIONAL DEVELOPMENT	\$1,015.52	\$2,500.00	\$2,027.00	\$2,500.00	\$2,500.00	_____
01-510-2-5780	MOSQUITO CONTROL	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	_____
01-510-2-5797	COVID-19	\$0.00	\$0.00	\$665,092.42	\$0.00	\$0.00	_____
01-511-2-5310	MEDICAL SUPPLIES	\$1,095.44	\$4,500.00	\$456.31	\$6,000.00	\$6,000.00	_____
01-511-2-5383	MEDICAL WASTE	\$1,821.63	\$4,000.00	\$1,281.99	\$6,000.00	\$6,000.00	_____
01-511-2-5710	PROFESSIONAL DEVELOPMENT	\$2,113.49	\$4,000.00	\$590.00	\$4,000.00	\$4,000.00	_____
01-511-2-5718	EDUCATION INCENTIVE	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	_____
EXPENSES Total:		\$45,009.15	\$75,850.00	\$710,722.29	\$84,850.00	\$83,850.00	
510 DEPT OF HEALTH & HUMAN SERVICE		\$1,241,113.97	\$1,233,130.00	\$1,484,894.94	\$1,456,986.00	\$1,455,986.00	

510 DEPARTMENT OF HEALTH & HUMAN SERVICES											
PERSONNEL SERVICES											
				FY21		FY22				FY22	
				DEPT		MAYOR				MAYOR	
		CLASS/		FTE		FTE		FY21		FY22	
DEPT		STEP		STAFF		REQ		APPROPRIATION		& Council	
POSITION		HOURS		REC		REC		REQUEST		REC	
01-510-1-5111	Public Health Director ¹	UNCL	35	1	1	1		\$74,117	\$102,000	\$102,000	
01-510-1-5193	Public Health Director	Clothing						\$250	\$250	\$250	
01-510-1-5111	Public Health Nurse	UNCL	35	1	1	1		\$74,117	\$82,000	\$82,000	
01-510-1-5193	Public Health Nurse	Clothing						\$250	\$250	\$250	
01-630-1-5111	Health & Wellness Coordinator ⁷	UNCL	35	0	1	1		\$0	\$70,000	\$70,000	
01-510-1-5111	Mental Health Clinician	UNCL	35	1	1	1		\$65,000	\$65,000	\$65,000	
01-510-1-5111	Public Health Nurse PT ¹	UNCL	25	0.71	0.71	0.71		\$34,936	\$35,635	\$35,635	
01-510-1-5193	Public Health Nurse - (25 hours)	Clothing						\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1		\$59,436	\$62,713	\$62,713	
01-510-1-5143	Nurse / RN	Longevity						\$1,050	\$1,050	\$1,050	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	0	0		\$59,436	\$0	\$0	
01-510-1-5143	Nurse / RN	Longevity						\$1,050	\$0	\$0	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$0	\$0	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1		\$59,436	\$62,713	\$62,713	
01-510-1-5143	Nurse / RN	Longevity						\$0	\$800	\$800	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1		\$59,436	\$62,713	\$62,713	
01-510-1-5143	Nurse / RN	Longevity						\$800	\$800	\$800	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1		\$59,436	\$62,713	\$62,713	
01-510-1-5143	Nurse / RN	Longevity						\$1,250	\$1,250	\$1,250	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	0	0		\$59,436	\$0	\$0	
01-510-1-5143	Nurse / RN	Longevity						\$1,250	\$0	\$0	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$0	\$0	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1		\$59,436	\$62,713	\$62,713	
01-510-1-5143	Nurse / RN	Longevity						\$800	\$800	\$800	
01-510-1-5193	Nurse / RN	Clothing						\$250	\$250	\$250	

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 MAYOR & Council REC	
				FTE STAFF	DEPT FTE REQ	MAYOR FTE REC				
01-510-1-5111	Nurse / RN ^{2 3 6}	RN-U/6	35	1	1	1	\$63,888	\$67,416	\$67,416	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1	\$59,436	\$62,713	\$62,713	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/6	35	1	1	1	\$59,436	\$62,713	\$62,713	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/5	35	1	1	1	\$56,032	\$59,121	\$59,121	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/3	35	1	1	1	\$50,393	\$55,045	\$55,045	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/3	35	1	1	1	\$50,393	\$55,045	\$55,045	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ^{2 3}	RN-U/2	35	1	1	1	\$50,393	\$51,375	\$51,375	
01-510-1-5193	Nurse / RN	Clothing					\$250	\$250	\$250	
01-510-1-5111	Nurse / RN ⁴	RN-U/2	35	0	1	1	\$1	\$51,375	\$51,375	
01-510-1-5193	Nurse / RN	Clothing					\$0	\$250	\$250	
01-510-1-5111	Nurse / RN ⁴	RN-U/2	35	0	1	1	\$1	\$51,375	\$51,375	
01-510-1-5193	Nurse / RN	Clothing					\$0	\$250	\$250	
01-510-1-5111	Nurse / LPN ⁴	LPN-U/6	35	0	0	0	\$1	\$1	\$1	
01-510-1-5193	Nurse / RN	Clothing					\$0	\$0	\$0	
01-510-1-5113	Nurses - Per Diem ⁵	RN-U	Varies	0	0	0	\$24,000	\$24,000	\$24,000	
01-510-1-5111	Administrative Assistant	A-6U/5	35	1	1	1	\$54,329	\$58,170	\$58,170	
01-510-1-5111	Health Workers	UNCL	35	0	2	2	\$0	\$81,536	\$81,536	
01-510-1-5111	Clerk ⁴	C-3U/3	35	0	0	0	\$1	\$1	\$1	
01-510-1-5191	Board Member	BOH Chair	BOH	0	0	0	\$2,200	\$2,200	\$2,200	
01-510-1-5191	Board Member	BOH	BOH	0	0	0	\$2,000	\$2,000	\$2,000	
01-510-1-5191	Board Member	BOH	BOH	0	0	0	\$2,000	\$2,000	\$2,000	
				18.71	21.71	21.71				
510	Department of Health & Human Services TOTAL									
							Salary (5111)	\$1,108,530	\$1,324,086	\$1,324,086
							Part Time (5113)	\$24,000	\$24,000	\$24,000
							Overtime (5130)	\$6,500	\$6,500	\$6,500
										Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21 APPROPRIATION	FY22 DEPT REQUEST	FY22 MAYOR & Council REC
				FTE STAFF	FTE REQ	FTE REC			
						Longevity (5143)	\$5,400	\$4,700	\$4,700
						Above Grade Differential (5144)	\$2,400	\$2,400	\$2,400
						Board of Health Stipend (5191)	\$6,200	\$6,200	\$6,200
						Clothing (5193)	\$4,250	\$4,250	\$4,250
						Personnel Total:	\$1,157,280	\$1,372,136	\$1,372,136
Notes to Budget:									
¹ 2% COLA added to administrative salary.									
² School RNs are state mandated per capita.									
³ SEIU Local 888 Nurses Union increased 2% in anticipation of contract settlement.									
⁴ Not requesting funding for this position in FY22.									
⁵ Covers emergency nurses when permanent nurses take sick and personal time.									
⁶ Nurse who covers the Devens School receives a 7% differential per their union contract.									
⁷ Transferred from Health & Wellness into Health.									

(510) Department of Health & Human Services - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	1,108,530	1,324,086	215,556	19%	2% COLA added to administrative salaries. Health & Wellness Coordinator moved from Health & Wellness into this department. SEIU Nurses and Local 25 Clerical increased by 2% in anticipation of contract settlement. Not seeking funding for several positions in FY22.
Part Time Salaries	24,000	24,000	0	0%	This is for all the per diem nurses who fill in when permanent nurses are out.
Overtime	6,500	6,500	0	0%	In the event a clerk requests OT in lieu of comp time. Also for nurses.
Longevity	5,400	4,700	(700)	-13%	For 10+ years of service.
Above Grade Differential	2,400	2,400	0	0%	When performing tasks that are above the parameters of the job description.
BOH Stipend	6,200	6,200	0	0%	This is for the Board - Dr. Connolly (\$2,200), J. Lavecchio (\$2,000), M. Massau (\$2,000).
Clothing Allowance	4,250	4,250	0	0%	Paid to each school nurse to pay for uniforms/lab coats to be used in the schools and Health Department. CDC guidelines state that uniforms/lab coats must be replaced yearly to prevent unnecessary health risks. Each nurse receives \$250.
Total Personnel Services	\$1,157,280	\$1,372,136	\$214,856	19%	
General Operating Expenses					
Equipment Repairs	350	350	0	0%	Used for yearly calibration and repair of vaccine refrigerators and other repairs for BOH machinery.
Professional Services	2,000	2,000	0	0%	Used for services provided to the department outside of internal BOH capacity. Such as access to MDPH trainings and software that is not provided in kind as well as other professional services.
Vaccines	20,000	25,000	5,000	25%	The cost of flu vaccine from the state.
Office Supplies	3,500	3,000	(500)	-14%	General office supplies.
Prof Development	2,500	2,500	0	0%	Pays for necessary training to perform basic health department functions at City Hall. CPR/First aid, shelter training and needle use certifications. Also have added some funds from Prof Resources - MHOA dues and EHA dues. Also for travel expenses when training.
Mosquito Control	20,000	20,000	0	0%	Pays East Middlesex Mosquito Control for larvacides and aerial spraying to prevent EEE and West Nile outbreaks. Two payments of \$10,000 in 6 month intervals.
Medical Supplies	4,500	6,000	1,500	33%	All supplies used during flu clinics, medical emergencies, etc.
Medical Waste	4,000	6,000	2,000	50%	Sharps disposal.
Prof Development	4,000	4,000	0	0%	Pays for trainings that are imperative for nursing in general and school nursing. DOE certifications, AED training, seizure certifications, etc.
Education Incentive	15,000	15,000	0	0%	New account. For those nurses who continue to take classes in the nursing field.
Total Expenditures	\$75,850	\$83,850	\$8,000	11%	
Total	\$1,233,130	\$1,455,986	\$222,856	18%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

521 - DEPT OF PLANNING & DEVELOPMENT							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-521-1-5111	SALARIES	\$457,188.39	\$349,487.00	\$181,056.69	\$354,284.00	\$354,284.00	_____
01-521-1-5120	INTERNSHIPS	\$18,346.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-521-1-5130	OVERTIME	\$1,559.61	\$100.00	\$0.00	\$100.00	\$100.00	_____
01-521-1-5143	LONGEVITY	\$2,950.00	\$2,050.00	\$1,450.00	\$1,250.00	\$1,250.00	_____
PERSONNEL Total:		\$480,044.00	\$351,637.00	\$182,506.69	\$355,634.00	\$355,634.00	
EXPENSES							
01-521-2-5300	PROFESSIONAL SERVICES	\$564,562.93	\$685,000.00	\$394,432.15	\$300,000.00	\$300,000.00	_____
01-521-2-5313	GIS EXPENSES	\$7,629.02	\$5,000.00	\$992.91	\$5,000.00	\$5,000.00	_____
01-521-2-5420	OFFICE SUPPLIES	\$3,887.32	\$5,000.00	\$675.11	\$5,000.00	\$5,000.00	_____
01-521-2-5710	PROFESSIONAL DEVELOPMENT	\$10,139.55	\$8,000.00	\$824.08	\$8,000.00	\$8,000.00	_____
EXPENSES Total:		\$586,218.82	\$703,000.00	\$396,924.25	\$318,000.00	\$318,000.00	
521 DEPT OF PLANNING & DEVELOPMENT		\$1,066,262.82	\$1,054,637.00	\$579,430.94	\$673,634.00	\$673,634.00	

521 DEPARTMENT OF PLANNING & DEVELOPMENT										
PERSONNEL SERVICES										
				FY21	FY22	FY22		FY22	FY22	
				FTE	DEPT	MAYOR		DEPT	MAYOR	
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	& Council REC	
01-521-1-5111	Director of Planning & Development	UNCL	35	0.25	1	1	\$24,495	\$115,000	\$115,000	
01-521-1-5143	Director of Planning & Development	Longevity					\$800	\$0	\$0	
01-521-1-5111	Deputy Director of Planning & Development ¹	UNCL	35	0	0.40	0.40	\$0	\$39,270	\$39,270	
01-521-1-5111	Affordable Housing Coordinator ⁶	UNCL	35	0	1	1	\$0	\$75,000	\$75,000	
01-521-1-5111	Sustainability Coord/Environ Planner ²	UNCL	35	1	0.32	0.32	\$67,386	\$24,480	\$24,480	
01-521-1-5111	Economic Development Planner	UNCL	35	1	1	1	\$75,433	\$80,000	\$80,000	
01-521-1-5111	Transportation Planner ³	UNCL	35	1	0	0	\$77,731	\$0	\$0	
01-521-1-5111	Land Use Planner ⁴	UNCL	35	0.75	0	0	\$47,523	\$0	\$0	
01-521-1-5111	Community Liaison ⁴	UNCL	21	0.60	0	0	\$38,500	\$0	\$0	
01-521-1-5111	Administrative Assistant ⁵	A-6U/8	35	0.30	0.30	0.30	\$18,418	\$20,533	\$20,533	
01-521-1-5143	Administrative Assistant	Longevity					\$1,250	\$1,250	\$1,250	
				7	6	6				
521	Planning & Development TOTAL									
							Salary (5111)	\$349,487	\$354,284	\$354,284
							Overtime (5130)	\$100	\$100	\$100
							Longevity (5143)	\$2,050	\$1,250	\$1,250
							General Fund Total	\$351,637	\$355,634	\$355,634
Notes to Budget:										
¹ Partially funded by grant (see below). Annual salary is \$98,940.										
² Partially funded by grant (see below). Annual salary is \$76,500.										
³ Moving to new department called Transportation.										
⁴ Not requesting funding for this position in FY22.										
⁵ Partially funded by grant (see below). Annual salary is \$63,509.										
⁶ Position moved from Mayor's budget.										
CDBG	Director of Planning & Development	UNCL		0.75	0	0	\$73,486	\$0	\$0	
CDBG	Deputy Director of Planning & Development ¹	UNCL		0	0.60	0.60	\$0	\$59,670	\$59,670	
CDBG	Sustainability Coord/Environ Planner ²	UNCL		0.10	0.68	0.68	\$7,614	\$52,020	\$52,020	
CDBG	Land Use Planner ⁴	UNCL		0.25	0.00	0.00	\$15,841	\$0	\$0	
CDBG	Administrative Assistant ⁵	A-6U/8		0.70	0.70	0.70	\$42,976	\$42,976	\$42,976	
521	Planning & Development TOTAL			4	3	3	\$139,917	\$154,666	\$154,666	

(521) Planning & Development - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	349,487	354,284	4,797	1%	We are not requesting funding for 3 positions in FY22. Mr. Monty is transferring into the new department Transportation. Have moved the Affordable Housing Coordinator position from the Mayor's budget.
Overtime	100	100	0	0%	When overtime is requested in lieu of comp time for A-6U Administrative Assistant.
Longevity	2,050	1,250	(800)	-39%	Ms. Vitukevich (\$1,250).
Total Personnel Services	\$351,637	\$355,634	\$3,997	1%	
General Operating Expenses					
Professional Services	685,000	300,000	(385,000)	-56%	Includes: police details, appraisal work, printing services, consultant work related to drafting new policies/ordinances (includes: housing and economic development). Decrease is a result of the creation of the Transportation Department.
GIS Expenses	5,000	5,000	0	0%	GIS software, plotter and scanner supplies, technical support.
Office Supplies	5,000	5,000	0	0%	WB Mason
Professional Development	8,000	8,000	0	0%	To support staff with specialized workshops and trainings relative to needs.
Total Expenditures	\$703,000	\$318,000	(\$385,000)	-55%	
Total	\$1,054,637	\$673,634	(\$381,003)	-36%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

522 - TRANSPORTATION							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-522-1-5111	SALARIES	\$0.00	\$0.00	\$0.00	\$180,000.00	\$180,000.00	_____
01-522-1-5120	INTERNSHIPS	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-522-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	_____
PERSONNEL Total:		\$0.00	\$0.00	\$0.00	\$185,100.00	\$185,100.00	
EXPENSES							
01-522-2-5300	PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$300,000.00	\$300,000.00	_____
01-522-2-5420	OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	_____
01-522-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	_____
EXPENSES Total:		\$0.00	\$0.00	\$0.00	\$305,000.00	\$305,000.00	
522 TRANSPORTATION Total:		\$0.00	\$0.00	\$0.00	\$490,100.00	\$490,100.00	

522		DEPARTMENT OF TRANSPORTATION								
		PERSONNEL SERVICES								
						FY21	FY22	FY22		FY22
						DEPT	MAYOR			MAYOR
		CLASS/			F T E	F T E	F T E	FY21	FY22	& Council
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-522-1-5111	Executive Transportation Planner	UNCL	35	0	1	1	\$0	\$110,000	\$110,000	
01-522-1-5111	Junior Transportation Planner Planner	UNCL	35	0	1	1	\$0	\$70,000	\$70,000	
				0	2	2				
522	Transportation TOTAL									
						Salary (5111)	\$0	\$180,000	\$180,000	
						Internships (5120)	\$0	\$5,000	\$5,000	
						Overtime (5130)	\$0	\$100	\$100	
						General Fund Total	\$0	\$185,100	\$185,100	
Notes to Budget:										
New department created for FY22.										

(522) Transportation - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	0	180,000	180,000	100%	Mr. Monty moving from Planning & Development into the newly formed Transportation Department. Salaries include a Junior Transportation Planner as well.
Internships	0	5,000	5,000	100%	These are paid internships with preference given to Everett students interested in the field of planning (or related field). We would like to reach out to the local colleges and universities about this opportunity. Our goal is to have 1-2 students throughout the calendar year. While some students may receive college credit, the stipend will help defray the cost of school related expenses. Typical hourly rate is \$16 to \$18/hour.
Overtime	0	100	100	100%	When overtime is requested in lieu of comp time for A-8U Administrative Assistant.
Total Personnel Services	\$0	\$185,100	\$185,100	100%	
General Operating Expenses					
Professional Services	0	300,000	300,000	100%	Includes: police details, appraisal work, printing services, consultant work related to drafting new policies/ordinances.
Office Supplies	0	2,000	2,000	100%	WB Mason
Professional Development	0	3,000	3,000	100%	To support staff with specialized workshops and trainings relative to needs.
Total Expenditures	\$0	\$305,000	\$305,000	100%	
Total	\$0	\$490,100	\$490,100	100%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

541 - COUNCIL ON AGING		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-541-2-5420	OFFICE SUPPLIES	\$2,433.98	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-541-2-5780	SENIOR ACTIVITIES EXPENSES	\$42,025.47	\$45,000.00	\$13,490.00	\$45,000.00	\$45,000.00	_____
EXPENSES Total:		\$44,459.45	\$47,500.00	\$13,490.00	\$47,500.00	\$47,500.00	_____
541 COUNCIL ON AGING Total:		\$44,459.45	\$47,500.00	\$13,490.00	\$47,500.00	\$47,500.00	

(541) Council on Aging - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Office Supplies	2,500	2,500	0	0%	Increase in toner cartridges - more fliers and info to seniors to promote upcoming events.
Senior Activities Expenses	45,000	45,000	0	0%	Pays for all the supplies used to have events in the Senior Center, including paper products, repairs to the Bingo board, decorations, coffee, food at some of the senior events, musical bands and singers for senior entertainment, etc.
Total	\$47,500	\$47,500	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

543 - OFFICE OF VETERANS SERVICES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 - Council Approved
PERSONNEL							
01-543-1-5111	SALARIES	\$74,576.22	\$73,813.00	\$61,446.49	\$75,289.00	\$75,289.00	_____
01-543-1-5113	PART TIME SALARY	\$23,630.35	\$27,384.00	\$22,533.08	\$30,847.00	\$30,847.00	_____
01-543-1-5143	LONGEVITY	\$2,449.40	\$800.00	\$0.00	\$800.00	\$800.00	_____
01-543-1-5144	ACTING GRADE	\$124.88	\$0.00	\$705.37	\$0.00	\$0.00	_____
PERSONNEL Total:		\$100,780.85	\$101,997.00	\$84,684.94	\$106,936.00	\$106,936.00	
EXPENSES							
01-543-2-5252	VETERAN BURIALS	\$8,000.00	\$20,000.00	\$0.00	\$20,000.00	\$15,000.00	_____
01-543-2-5351	WREATHS	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-543-2-5420	OFFICE SUPPLIES	\$1,013.47	\$1,200.00	\$359.43	\$1,200.00	\$1,200.00	_____
01-543-2-5700	CITY FLAGS	\$6,413.18	\$7,000.00	\$2,229.91	\$7,000.00	\$7,000.00	_____
01-543-2-5701	VETERANS PLAQUES & SIGNS	\$2,908.00	\$4,000.00	\$1,655.00	\$4,000.00	\$4,000.00	_____
01-543-2-5706	WELCOME HOME BANNERS	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-543-2-5708	GRADUATE TO GUARDIANS PROGRAM	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-543-2-5709	THANK A VET PROGRAM	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-543-2-5713	POST 9/11 MEMORIAL	\$1,245.00	\$3,500.00	\$0.00	\$3,500.00	\$3,500.00	_____
01-543-2-5715	TRAVEL	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-543-2-5716	PROFESSIONAL DEVELOPMENT	\$0.00	\$750.00	\$519.00	\$750.00	\$750.00	_____
01-543-2-5770	VET BEN-ALLOWANCE	\$322,412.47	\$400,000.00	\$326,600.50	\$400,000.00	\$400,000.00	_____
01-543-2-5775	VET BEN-DR / DENTIST / HOSPITAL	\$3,679.64	\$7,500.00	\$616.99	\$7,500.00	\$7,500.00	_____
01-543-2-5777	VET BEN-MEDEX	\$8,597.24	\$15,000.00	\$7,063.46	\$15,000.00	\$15,000.00	_____
01-543-2-5783	VETERANS DAY	\$625.85	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-543-2-5785	CITY MEMORIAL DAY EXPENSES	\$1,818.15	\$2,000.00	\$1,273.44	\$2,000.00	\$2,000.00	_____
EXPENSES Total:		\$356,713.00	\$469,450.00	\$340,317.73	\$469,450.00	\$464,450.00	
543 OFFICE OF VETERANS SERVICES Total:		\$457,493.85	\$571,447.00	\$425,002.67	\$576,386.00	\$571,386.00	

543 OFFICE OF VETERAN'S SERVICES										
PERSONNEL SERVICES										
				FY21	FY22	FY22	FY22			
				FTE	DEPT	MAYOR	MAYOR			
				STAFF	FTE	FTE	& Council			
DEPT	POSITION	CLASS/ STEP	HOURS	FTE	REQ	REC	FY21 APPROPRIATION	FY22 REQUEST	FY22 REC	
01-543-1-5111	Veteran's Director ¹	UNCL	35	1	1	1	\$73,813	\$75,289	\$75,289	
01-543-1-5143	Veteran's Director	Longevity					\$800	\$800	\$800	
01-543-1-5113	Clerk - Part Time ²	C-6U/8	20	0.57	0.57	0.57	\$27,384	\$30,847	\$30,847	
				1.57	1.57	1.57				
543	Veteran's Services TOTAL									
							Salary (5111)	\$73,813	\$75,289	\$75,289
							Part Time (5113)	\$27,384	\$30,847	\$30,847
							Longevity (5143)	\$800	\$800	\$800
							Personnel Total:	\$101,997	\$106,936	\$106,936

Notes to Budget:

¹ 2% COLA added to administrative salary.

² Local 25 Clerical union increased 2% in anticipation of contract settlement.

(543) Veterans' Services - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	73,813	75,289	1,476	2%	2% COLA added to administrative salary. Local 25 Clerical increased 2% in anticipation of contract settlement.
Part Time Salary	27,384	30,847	3,463	13%	Local 25 Clerical union increased 2% in anticipation of contract settlement.
Longevity	800	800	0	0%	Ms. Cristiano
Total Personnel Services	\$101,997	\$106,936	\$4,939	5%	
General Operating Expenses					
Veteran Burials	20,000	15,000	(5,000)	-25%	This relatively new account is a result of the Commonwealth's FY19 State Budget - commonly referred to as the BRAVE Act. The BRAVE Act increases the burial expense paid by the Commonwealth from \$2K to \$4K for indigent veterans to receive an adequate & dignified funeral. It became effective on Veterans Day, November 11, 2018. Like all of our veterans benefits, this is part of the reimbursement split of 75% Commonwealth and 25% City of Everett.
Wreaths	5,000	5,000	0	0%	For military markers and memorials in advance of Memorial Day. In FY22 we will purchase the products the Girl Scouts will need as they volunteer again to create the wreaths for all of the city's memorial squares.
Office Supplies	1,200	1,200	0	0%	W.B. Mason office supplies and other ancillary office supplies.
City Flags	7,000	7,000	0	0%	US Flags are placed at Glenwood & Woodlawn cemetery in advance of Memorial Day as well as ongoing replacement flags on all municipal buildings, playgrounds and parks throughout the year.
Veterans Plaques & Signs	4,000	4,000	0	0%	Many Memorial square signs are in need of replacement due to wear and tear. Additionally, this line item is also used to add Everett WWII Veterans to the WWII Memorial Wall located at the Veterans Memorial Stadium.
Welcome Home Banners	1,000	1,000	0	0%	Promotional materials to welcome home our heroes as well as promote upcoming Veteran events.
Graduate to Guardians	500	500	0	0%	This program's target audience is any senior in high school who has already signed up via the Armed Forces Delayed Entry Program.
					Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Thank-a-Vet Program	500	500	0	0%	The Thank-a-Vet Program provides wallet size City of Everett Veteran ID cards which enables our veterans access to certain ancillary benefits such as Veteran discounts and savings offered by a wide range of proprietary venues. The interested party is required to provide a copy of their DD214 and same will be kept on file at the Veterans Office. The cost savings in this line item is due to the successful collaboration with the City of Everett Human Resources Department who now generously provides the ID card.
Post 911 Memorial	3,500	3,500	0	0%	Next phase of this important project will be to determine a suitable external location within the city limits and erect a post 9/11 Memorial that recognizes the sacrifice and service of this subset of Everett Veterans.
Travel	500	500	0	0%	Each year, the VSO attends seminars and trainings and in some cases, the location is not in nearby Boston, but in Leominster, Bedford or Lowell. Presently, there is no line item to get reimbursed for the personal use of your vehicle and the mileage & parking fees associated with this travel.
Professional Development	750	750	0	0%	We use this line item to be able to attend seminars or limited on-line courses that charge a minimal fee as often the latest updates are available first through these type of seminars and on-line courses.
Vet Ben Allowance	400,000	400,000	0	0%	MGL Chapter 115 client case-load continues to increase. While almost every municipality is seeing decreases in their client case load, this office continues to promote this valuable resource to income eligible veterans. This provides monetary assistance for day to day expenses as well as housing, fuel and some medical reimbursements. The DVS has increased the benefit amount payable for ordinary benefits as well as the monthly fuel allowance.
Vet Ben Dentist & Hospital	7,500	7,500	0	0%	Hospital and dental reimbursements
Vet Ben Medex	15,000	15,000	0	0%	Medicare and MediGap reimbursements.
Veterans Day	1,000	1,000	0	0%	Ancillary costs to host event
City Memorial Day Expenses	2,000	2,000	0	0%	Ancillary costs to host event
Total Expenditures	\$469,450	\$464,450	(\$5,000)	-1%	
Total	\$571,447	\$571,386	(\$61)	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

544 - DISABILITY COMMISSION		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-544-1-5191	STIPEND	\$7,450.04	\$10,700.00	\$7,041.70	\$10,700.00	\$10,700.00	_____
PERSONNEL Total:		\$7,450.04	\$10,700.00	\$7,041.70	\$10,700.00	\$10,700.00	
EXPENSES							
01-544-2-5420	OFFICE SUPPLIES	\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	_____
EXPENSES Total:		\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	
544 DISABILITY COMMISSION Total:		\$7,450.04	\$10,950.00	\$7,041.70	\$10,950.00	\$10,950.00	

(544) Disability Commission - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
<u>Personnel Services</u>					
Stipends	10,700	10,700	\$0	0%	Stipend paid to Board members.
Total Personnel Services	\$10,700	\$10,700	\$0	0%	
<u>General Operating Expenses</u>					
Office Supplies	250	250	\$0	0%	Miscellaneous office supplies.
Total Expenditures	\$250	\$250	\$0	0%	
Total Disability Comm	\$10,950	\$10,950	\$0	0%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

599 - OFFICE OF HUMAN SERVICES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-599-1-5111	SALARIES	\$319,287.36	\$270,212.00	\$169,878.96	\$372,858.00	\$372,858.00	_____
01-599-1-5113	PART TIME	\$28,518.27	\$28,442.00	\$1,125.00	\$36,263.00	\$36,263.00	_____
01-599-1-5130	OVERTIME	\$-998.14	\$0.00	\$-0.01	\$0.00	\$0.00	_____
01-599-1-5143	LONGEVITY	\$2,450.00	\$2,450.00	\$2,500.00	\$2,050.00	\$2,050.00	_____
PERSONNEL Total:		\$349,257.49	\$301,104.00	\$173,503.95	\$411,171.00	\$411,171.00	
EXPENSES							
01-599-2-5302	DOMESTIC VIOLENCE PREVENTION	\$10,500.00	\$14,000.00	\$3,500.00	\$14,000.00	\$14,000.00	_____
01-599-2-5420	OFFICE SUPPLIES	\$2,430.58	\$3,500.00	\$1,590.83	\$4,000.00	\$3,500.00	_____
01-599-2-5431	EALC OFFICE SUPPLIES	\$0.00	\$1,500.00	\$0.00	\$2,000.00	\$2,000.00	_____
01-599-2-5434	EALC BOOKS/CLASS SUPPLIES	\$0.00	\$10,500.00	\$0.00	\$11,000.00	\$11,000.00	_____
01-599-2-5780	SOCIAL SERVICES	\$14,285.00	\$15,000.00	\$0.00	\$20,000.00	\$20,000.00	_____
01-599-2-5781	ELDER SERVICES	\$65,458.82	\$80,000.00	\$26,901.46	\$90,000.00	\$80,000.00	_____
EXPENSES Total:		\$92,674.40	\$124,500.00	\$31,992.29	\$141,000.00	\$130,500.00	
599 OFFICE OF HUMAN SERVICES Total:		\$441,931.89	\$425,604.00	\$205,496.24	\$552,171.00	\$541,671.00	

599 OFFICE OF HUMAN SERVICES									
PERSONNEL SERVICES									
DEPT	POSITION	CLASS/ STEP	HOURS	FY21	FY22	FY22	FY21	FY22	FY22
				FTE	DEPT	MAYOR			
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC
01-599-1-5111	Director of Human Services ¹	UNCL	35	0	1	1	\$0	\$74,564	\$74,564
01-599-1-5111	Director of Elder Services ²	UNCL	35	1	1	1	\$65,810	\$80,000	\$80,000
01-599-1-5143	Director of Elder Services	Longevity					\$800	\$800	\$800
01-599-1-5111	Clerk ³	C-3U/8	35	1	1	1	\$47,922	\$54,288	\$54,288
01-599-1-5143	Clerk	Longevity					\$1,250	\$1,250	\$1,250
01-599-1-5111	Clerk ³	C-3U/7	35	1	1	1	\$45,634	\$51,694	\$51,694
01-599-1-5111	Office Manager ⁴	UNCL	20	0.57	0.57	0.57	\$35,303	\$36,009	\$36,009
01-599-1-5111	Constituent Services Aide ⁴	UNCL	25	0.71	0.71	0.71	\$38,074	\$38,835	\$38,835
01-599-1-5111	Elderly Assistant ⁵	UNCL	30	0.83	0.83	0.83	\$37,468	\$37,468	\$37,468
01-599-1-5143	Elderly Assistant	Longevity					\$400	\$0	\$0
01-599-1-5113	Elderly Assistant ⁴	UNCL	24	0.69	0.69	0.69	\$14,938	\$20,736	\$20,736
01-599-1-5113	Elderly Assistant ⁴	UNCL	14	0	0	0	\$7,140	\$7,283	\$7,283
01-599-1-5113	ELS Assistant ⁶	UNCL	Varies	0	0	0	\$3,120	\$5,000	\$5,000
01-599-1-5113	Fitness Instructor	UNCL	Varies	0	0	0	\$3,244	\$3,244	\$3,244
				5.80	6.80	6.80			
599	Human Services TOTAL								
							Salary (5111)	\$270,211	\$372,858
							Part Time (5113)	\$28,442	\$36,263
							Longevity (5143)	\$2,450	\$2,050
							Personnel Total:	\$301,103	\$411,171
Notes to Budget:									
¹ New position requested for FY22.									
² Seeking salary reclassification in FY22.									
³ Local 25 Clerical union salary increased 2% in anticipation of contract settlement.									
⁴ 2% COLA on administrative salary.									
⁵ This position is vacant. Funding request for FY22 is not increasing.									
⁶ ELS Assistant salary increased due to experience.									
EOEA	Elderly Assistant ³	UNCL	5	0.17	0.17	0.17	\$6,245	\$6,245	\$6,245
599	Human Services TOTAL			1	1	1	\$6,245	\$6,245	\$6,245

(599) Human Services - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	270,212	372,858	102,646	38%	Adding new position in FY22, Director of Human Services. Salary reclassification requested for Director of Elder Services. Local 25 Clerical members 2% increase in anticipation of contract settlement. 2% COLA on most administrative salaries.
Part Time Salaries	28,442	36,263	7,821	27%	2% COLA on most administrative salaries.
Longevity	2,450	2,050	(400)	-16%	Mrs. Cornelio \$1,250 and Mr. Palma \$800.
Total Personnel Services	\$301,104	\$411,171	\$110,067	37%	
General Operating Expenses					
Domestic Violence	14,000	14,000	0	0%	Contracts with a domestic violence prevention agency, usually Portal to Hope, to provide services to Everett residents who are affected by the crimes of domestic violence, sexual assault and stalking. Some of the community based services are crisis intervention, counseling and support groups, emergency shelter and assistance with permanent housing, job placement assistance, legal advocacy and youth programs.
Office Supplies	3,500	3,500	0	0%	General supplies.
EALC Office Supplies	1,500	2,000	500	100%	Not covered by EALC tuition.
EALC Books/Class Supplies	10,500	11,000	500	100%	Not covered by EALC tuition.
Social Services	15,000	20,000	5,000	33%	Used for individuals and agencies to provide services that are deemed necessary by the Director of Human Services. Most often, it is used to supplement the Elderly Medical and Nutritional Shopping Programs. Special requests may also come from the Dept. of Children and Families, the Everett Adult Learning Center, Tri-Cap or Mystic Valley Elder Services. Increase due to pandemic.
Elder Services	80,000	80,000	0	0%	Medical and nutritional shopping transportation for the city's portion to offset the grant from the Executive Office of Elder Affairs. We pay \$16,916 as a cash match for Mystic Valley Elder Services.
Total Expenditures	\$124,500	\$130,500	\$6,000	5%	
Total	\$425,604	\$541,671	\$116,067	27%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

610 - DEPARTMENT OF LIBRARIES							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-610-1-5111	SALARIES	\$522,170.30	\$583,223.00	\$358,779.00	\$737,839.00	\$737,839.00	_____
01-610-1-5113	PART TIME	\$127,199.26	\$90,180.00	\$7,526.12	\$158,917.00	\$158,917.00	_____
01-610-1-5120	OTHER PERSONNEL SERVICES	\$-216.75	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-610-1-5143	LONGEVITY	\$5,578.45	\$4,200.00	\$4,366.70	\$2,750.00	\$2,750.00	_____
01-610-1-5146	LIBRARY TRUSTEE STIPEND	\$21,801.38	\$26,200.00	\$19,179.71	\$26,200.00	\$26,200.00	_____
PERSONNEL Total:		\$676,532.64	\$703,803.00	\$389,851.53	\$925,706.00	\$925,706.00	
EXPENSES							
01-610-2-5240	EQUIPMENT REPAIR & MAINTENANCE	\$500.00	\$8,500.00	\$8,093.32	\$17,632.00	\$17,632.00	_____
01-610-2-5241	EQUIPMENT & OTHER	\$2,173.45	\$5,450.00	\$2,373.50	\$10,250.00	\$10,250.00	_____
01-610-2-5420	OFFICE SUPPLIES	\$6,256.87	\$9,500.00	\$2,104.85	\$9,500.00	\$9,500.00	_____
01-610-2-5423	NON PRINT MEDIA	\$20,636.14	\$46,000.00	\$11,014.10	\$55,000.00	\$55,000.00	_____
01-610-2-5430	PROPERTY MAINTENANCE	\$5,760.00	\$9,800.00	\$0.00	\$0.00	\$0.00	_____
01-610-2-5586	BOOKS MAGAZINES & PAPERS	\$31,789.87	\$62,874.00	\$18,683.49	\$65,000.00	\$65,000.00	_____
01-610-2-5710	PROFESSIONAL DEVELOPMENT	\$8,000.00	\$1,700.00	\$0.00	\$1,700.00	\$1,700.00	_____
01-610-2-5711	TUITION REIMBURSEMENT	\$0.00	\$16,000.00	\$4,000.00	\$16,000.00	\$16,000.00	_____
01-610-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$62,705.57	\$63,422.00	\$36,019.15	\$63,422.00	\$63,422.00	_____
PARLIN LIBRARY Total:		\$137,821.90	\$223,246.00	\$82,288.41	\$238,504.00	\$238,504.00	
01-611-2-5240	EQUIPMENT REPAIRS & MAINTENANCE	\$3,480.22	\$4,000.00	\$2,454.44	\$4,000.00	\$4,000.00	_____
01-611-2-5344	POSTAGE	\$0.00	\$205.00	\$0.00	\$205.00	\$205.00	_____
01-611-2-5420	OFFICE SUPPLIES	\$1,217.48	\$4,300.00	\$521.64	\$4,300.00	\$4,300.00	_____
01-611-2-5510	BOOKS MAGAZINES & NEWSPAPERS	\$16,908.00	\$29,626.00	\$18,623.87	\$28,500.00	\$28,500.00	_____
01-611-2-5512	NON PRINT MEDIA	\$8,037.32	\$18,900.00	\$8,100.97	\$20,000.00	\$20,000.00	_____
01-611-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$700.00	\$0.00	\$700.00	\$700.00	_____
01-611-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$7,794.58	\$7,740.00	\$2,970.00	\$7,740.00	\$7,740.00	_____
SHUTE LIBRARY Total:		\$37,437.60	\$65,471.00	\$32,670.92	\$65,445.00	\$65,445.00	
EXPENSES Total:		\$175,259.50	\$288,717.00	\$114,959.33	\$303,949.00	\$303,949.00	
610 DEPARTMENT OF LIBRARIES Total:		\$851,792.14	\$992,520.00	\$504,810.86	\$1,229,655.00	\$1,229,655.00	

610 DEPARTMENT OF LIBRARIES										
PERSONNEL SERVICES										
					FY21	FY22	FY22		FY22	
					FTE	DEPT	MAYOR		MAYOR	
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	FTE	FTE	FTE	FY21	FY22	
					REQ	REC	REC	APPROPRIATION	DEPT	
									& Council	
									REC	
01-610-1-5111	Director	UNCL	35	0	1	1		\$0	\$92,000	\$92,000
01-151-1-5111	Assistant City Solicitor/Interim Library Director ¹	UNCL	35	1	0	0		\$82,071	\$0	\$0
01-610-1-5111	Branch Librarian (Shute Library) ²	ELSA 8/5	35	1	1	1		\$64,617	\$67,815	\$67,815
01-610-1-5111	Technical Services Librarian ²	ELSA 7/8	35	1	1	1		\$66,040	\$66,979	\$66,979
01-610-1-5143	Technical Services Librarian	Longevity						\$1,250	\$1,500	\$1,500
01-610-1-5111	Reference Librarian ²	ELSA 7/8	35	1	1	1		\$66,040	\$66,979	\$66,979
01-610-1-5111	Information Services Librarian ^{2 6}	ELSA 7/2	35	1	1	1		\$29,942	\$56,361	\$56,361
01-610-1-5111	Children's Librarian (Shute Library) ^{2 6}	ELSA 7/2	35	1	1	1		\$28,928	\$56,361	\$56,361
01-610-1-5111	Children's Librarian ²	ELSA 7/3	35	1	1	1		\$57,526	\$58,347	\$58,347
01-610-1-5111	Technical Services Assistant ^{2 6}	ELSA 5/3	35	1	1	1		\$28,213	\$49,548	\$49,548
01-610-1-5143	Technical Services Assistant	Longevity						\$1,700	\$0	\$0
01-610-1-5111	Head of Circulation ^{2 6}	ELSA 5/2	35	1	1	1		\$25,433	\$47,914	\$47,914
01-610-1-5111	Administrative Assistant ³	A-6U/8	35	1	1	1		\$61,395	\$63,509	\$63,509
01-610-1-5143	Administrative Assistant	Longevity						\$1,250	\$1,250	\$1,250
01-610-1-5111	Secretary ⁴	UNCL	35	1	0	0		\$18,104	\$0	\$0
01-610-1-5111	Library Aide ⁷	UNCL	35	1	1	1		\$27,458	\$37,342	\$37,342
01-610-1-5111	Library Aide ⁷	UNCL	35	1	1	1		\$27,458	\$37,342	\$37,342
01-610-1-5111	Library Aide	UNCL	35	0	1	1		\$0	\$37,342	\$37,342
01-610-1-5113	Employees - Part Time ⁵	UNCL	Varies					\$90,180	\$158,917	\$158,917
01-610-1-5146	Library Trustees Stipend	Board	13	0	0	0		\$26,200	\$26,200	\$26,200
					13	13	13			
610	Library TOTAL									
								Salary (5111)	\$583,223	\$737,839
								Part Time (5113)	\$90,180	\$158,917
								Longevity (5143)	\$4,200	\$2,750
								Library Trustees Stipend (5146)	\$26,200	\$26,200
								Personnel Total:	\$703,803	\$925,706

Notes to Budget:

¹ Mr. Lattanzi will be paid out of Planning & Development.

² 2% increase for ELSA union members.

³ Local 25 Clerical increased 2% in anticipation of contract settlement.

⁴ Not requesting funding for this position in FY22.

⁵ Salary differential was due to Covid layoffs of part time personnel.

⁶ Salary differential is due to Covid layoffs. Re-hire date for this position was 1.1.2021.

⁷ During FY21 all Library Aides were bumped up to \$20/hour. The requested wage includes a 2% COLA.

(610) Library - Notes to Budget

	FY21 Budget	FY22 Request	\$ + / -	% + / -	
Personnel Services					
Salaries	583,223	737,839	154,616	27%	Mr. Lattanzi's salary moving to Planning & Develop. 2% increase for ELSA employees. Local 25 Clerical increased 2% in anticipation of contract settlement. Not requesting funding for 1 position. Library Aides bumped up to \$20/hour.
Part Time Salaries	90,180	158,917	68,737	76%	Restoring part-time budget to pre-Covid funding.
Longevity	4,200	2,750	(1,450)	-35%	10+ years of service. Mr. Parisi, Ms. Joseph and Ms. Mattuchio.
Library Trustees Stipend	26,200	26,200	0	0%	\$2,200 for Chair and \$2K for each member (12)
Total Personnel Services	\$703,803	\$925,706	\$221,903	32%	
General Operating Expenses					
Equipment Repair & Maint	8,500	17,632	9,132	107%	Intending to revitalize the furniture in the Parlin Library, particularly the seating, to modernize the look of the interior of the library as well as provide more comfortable places for our patrons.
Equipment & Other	5,450	10,250	4,800	88%	Software licenses for 37 computers (\$2,250). Cost of Comcast subscription. Software and equipment for new security cameras.
Office Supplies	9,500	9,500	0	0%	Covers cost for paper, toner & maintenance (\$320/month). Mylar book covers, labels, protective & replacement containers for damaged CD's, DVD's & audiobook containers. Cleaning supplies for AV materials. Program media, color paper, craft & other supplies. Added funding for MLS deliveries.
Non Print Media	46,000	55,000	9,000	20%	CD's, DVD's, multi-media, such as a story book with tape or CD or English language learning book & CD. Purchase of databases via NOBLE or directly from the publisher. Also includes the yearly microfilming of three local newspapers. Expand collection of NOBLE eBooks.
Property Maintenance	9,800	0	(9,800)	-100%	Not requesting funding in FY22. Contract expired.
Books, Magazines, Papers	64,000	65,000	1,000	2%	Replacement cost of outdated materials after a large weeding-effort performed at the Parling during COVID.
Professional Development	1,700	1,700	0	0%	Fees paid for MBLC conferences & workshops. Consistently encouraging all full-time staff to engage in skills development.
Tuition Reimbursement	16,000	16,000	0	0%	Per ELSA contract.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Library Noble Network Service	63,422	63,422	0	0%	Includes Shute at an increased cost of adding 14 Public Access computers to the NOBLE Network as a result of a discontinued relationship with a Canadian Software company Useful. Increased costs for database access from NOBLE Vendors as well as a redistribution of some fees incurred as an indirect result of 2 college libraries exited the consortium.
Equipment Repairs & Maint	4,000	4,000	0	0%	Purchasing display materials to promote collection and services. Replacement of at least one staff computer. Additional purchases as reasonably foreseeable.
Postage	205	205	0	0%	Stamps for overdue notices, bills for books never returned.
Office Supplies	4,300	4,300	0	0%	See Office Supplies above.
Books, Magazines, Papers	28,500	28,500	0	0%	For titles purchased to replace damage and titles and update antiquated titles in the Non-Fiction Collection, and to expand the overall print-collection in the Shute.
Non Print Media	18,900	20,000	1,100	6%	Will continue to fund for vendors fee and accounts for the beginning of an updating project for the music and video collections.
Professional Development	700	700	0	0%	See Professional Development above.
Library Noble Network Service	7,740	7,740	0	0%	Increase prorated for last quarter, if vendor is switched from Useful to NOBLE.
Total Expenditures	\$288,717	\$303,949	\$15,232	5%	
Total	\$992,520	\$1,229,655	\$237,135	24%	

City of Everett
Everett Budget Council Worksheet
FY 2022 City Budget

630 - OFFICE OF HEALTH AND WELLNESS							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
PERSONNEL							
01-630-1-5111	SALARIES	\$391,596.79	\$302,634.00	\$110,064.79	\$340,658.00	\$340,658.00	_____
01-630-1-5113	PART TIME	\$71,231.55	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-630-1-5143	LONGEVITY	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	_____
01-630-1-5193	CLOTHING ALLOWANCE	\$1,050.00	\$700.00	\$350.00	\$700.00	\$700.00	_____
PERSONNEL Total:		\$463,878.34	\$303,334.00	\$111,414.79	\$341,358.00	\$341,358.00	
EXPENSES							
01-630-2-5240	EQUIPMENT MAINTENANCE	\$2,682.13	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-630-2-5241	EQUIPMENT LEASE	\$4,159.65	\$0.00	\$0.00	\$17,000.00	\$17,000.00	_____
01-630-2-5352	WELLNESS PROGRAM EXPENSES	\$5,445.98	\$0.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-630-2-5420	OFFICE SUPPLIES	\$1,543.38	\$0.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-630-2-5585	UNIFORMS	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
EXPENSES Total:		\$13,831.14	\$0.00	\$0.00	\$39,500.00	\$39,500.00	
630 OFFICE OF HEALTH AND WELLNESS		\$477,709.48	\$303,334.00	\$111,414.79	\$380,858.00	\$380,858.00	

630		OFFICE OF HEALTH & WELLNESS							
		PERSONNEL SERVICES							
				FY21	FY22	FY22			FY22
				FTE	DEPT	MAYOR			MAYOR
				STAFF	FTE	FTE			& Council
DEPT	POSITION	CLASS/ STEP	HOURS		REQ	REC	FY21	FY22	FY22
							APPROPRIATION	DEPT	REC
								REQUEST	
01-630-1-5111	Recreational Director ¹	UNCL	35	1	1	1	\$70,404	\$90,000	\$90,000
01-630-1-5111	Recreational Coordinator ¹	UNCL	35	1	1	1	\$60,346	\$75,000	\$75,000
01-630-1-5111	Youth Program Coordinator ¹	UNCL	35	0	1	1	\$0	\$65,000	\$65,000
01-630-1-5111	Administrative Assistant ²	A-6U/7	30	0.86	0.86	0.86	\$57,331	\$51,839	\$51,839
01-630-1-5111	Health & Wellness Coordinator ³	UNCL	35	1	0	0	\$57,692	\$0	\$0
01-630-1-5111	Custodian General Maintenance ²	W-7U/4	40	1	1	1	\$56,861	\$58,819	\$58,819
01-630-1-5193	Custodian General Maintenance	Clothing					\$700	\$700	\$700
				4.86	4.86	4.86			
630	Health & Wellness TOTAL								
						Salary (5111)	\$302,634	\$340,658	\$340,658
						Clothing Allowance (5193)	\$700	\$700	\$700
						Personnel Total:	\$303,334	\$341,358	\$341,358
Notes to Budget:									
¹ New position added to FY22 budget.									
² Local 25 DPW & Clerical unions 2% increase in anticipation of contract settlement.									
³ This position has moved to the Health Department.									

(630) Health & Wellness - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	302,634	340,658	38,024	13%	Health & Wellness Center will be operational at the start of the new fiscal year. There are 4 vacancies and the Health & Wellness Coordinator position has moved to the Health Department.
Clothing Allowance	700	700	0	0%	Contractual per Local 25 DPW - \$700.
Total Personnel Services	\$303,334	\$341,358	\$38,024	13%	
General Operating Expenses					
Equipment Maintenance	0	5,000	5,000	100%	For maintenance for all Wellness Center equipment.
Equipment Lease	0	17,000	17,000	100%	For treadmill/elliptical and cardio machines monthly lease.
Wellness Program Expenses	0	10,000	10,000	100%	Adding new programs and kids programs to kidzone area Weights, mats, basketball nets, etc.
Office Supplies	0	2,500	2,500	100%	Paper, toner cartridges, all other general office supplies.
Uniforms	0	5,000	5,000	100%	Shirts and jackets for the Staff that identify them to the public. Much larger staff at gym.
Total Expenditures	\$0	\$39,500	\$39,500	100%	
Total	\$303,334	\$380,858	\$77,524	26%	

(135) City of Everett Fixed Costs - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	Detail
Retirement of Debt					
April 23, 2015	1,065,000	1,065,000	\$0	0%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	125,000	120,000	(\$5,000)	-4%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	449,416	449,416	\$0	0%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	100,000	100,000	\$0	0%	Payments per debt schedule.
Dec. 20, 2013	735,000	675,000	(\$60,000)	-8%	Payments per debt schedule.
Feb 6, 2014	265,000	265,000	\$0	0%	Payments per debt schedule.
Feb 18, 2016	1,640,000	930,000	(\$710,000)	-43%	Payments per debt schedule.
Feb 19, 2008 Sec 108 HUD Loan	76,000	80,000	\$4,000	5%	Payments per debt schedule.
Feb 2017	891,000	890,000	(\$1,000)	0%	Payments per debt schedule.
May 3, 2018	1,405,000	1,355,000	(\$50,000)	-4%	Payments per debt schedule.
April 4, 2019	1,895,000	1,810,000	(85,000)	100%	Payments per debt schedule.
Feb 11, 2021 GOB	0	160,000	160,000	100%	Payments per debt schedule.
Nov 17, 2020 GOB	0	1,135,000	1,135,000	100%	Payments per debt schedule.
Total	\$8,646,416	\$9,034,416	\$388,000	4%	
Long Term Debt Interest					
April 23, 2015	284,357	241,758	(\$42,599)	-15%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	4,900	2,400	(\$2,500)	-51%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	116,848	107,860	(\$8,988)	-8%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	39,125	35,126	(\$3,999)	-10%	Payments per debt schedule.
Dec 20, 2013	124,043	104,731	(\$19,312)	-16%	Payments per debt schedule.
Feb 6, 2014	73,869	65,920	(\$7,949)	-11%	Payments per debt schedule.
Feb 18, 2016	394,300	328,700	(\$65,600)	-17%	Payments per debt schedule.
Feb 2017	408,661	366,322	(\$42,339)	-10%	Payments per debt schedule.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	Detail
May 3, 2018	480,882	410,631	(\$70,251)	-15%	Payments per debt schedule.
April 4, 2019	725,101	614,750	(110,351)	-15%	Payments per debt schedule.
Feb 11, 2021 GOB	0	76,319	76,319	100%	Payments per debt schedule.
Nov 17, 2020 GOB	0	833,040	833,040	100%	Payments per debt schedule.
Total	\$2,652,086	\$3,187,557	\$535,471	20%	
Short Term Debt Interest					
Int on Temporary Loans	250,000	210,000	(\$40,000)	-16%	Budgeted for any short term borrowings.
Total	\$250,000	\$210,000	(\$40,000)	-16%	
Retirement Board					
Payment Pension Fund	16,743,323	18,142,118	\$1,398,795	5%	Reflects the updated biennial valuation completed by PERAC.
Total	\$16,743,323	\$18,142,118	\$1,398,795	8%	
Unemployment Compensation					
Unemployment Compensation	330,000	330,000	\$0	0%	Various claims throughout the city, including the schools, unemployment taxes. Also includes credits from ECTV for their unemployment benefits.
Total	\$330,000	\$330,000	\$0	0%	
Employee Benefits					
Life Insurance and Other	88,000	88,000	0	0%	The city contributions (70%) for all the employees and retirees life insurance thru Boston Mutual Life Insurance Co. Also includes credits from ECTV for their life insurance benefits.
Health Insurance	21,667,200	21,883,872	216,672	1%	City of Everett contributions come out of this for all the health insurance plans. This money is put into the BC/BS Trust and the Harvard Trust. City contributions would be 85% (retired before April 2003). The contributions vary - 4/03 (96.20% - retired after 4/03), (96.65% Master Medical & Blue Care Elect), (90% Network Blue), (87% Harvard Pilgrim), (98.15% Senior Plan Medex). Also covers two premium paid bills (90% for Manage Blue and Tufts Preferred). Also includes credits from ECTV for their health insurance benefits.
Continued...					

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	Detail
AD&D Insurance	28,000	28,000	\$0	0%	For fire and police only. The city pays the premium -- it is .10 cents on the thousand. This is determined by Boston Mutual on the rate of pay they receive.
Total	\$21,783,200	\$21,999,872	\$216,672	1%	
FICA					
Medicare (1.45%)	1,809,357	1,936,012	\$126,655	7%	Employer match of Medicare deduction. 1.45% of pay (health and life deductions not taxed).
Total	\$1,809,357	\$1,936,012	\$126,655	7%	
Employee Injuries					
Active Police and Fire	400,000	400,000	0	0%	All reimbursements for injuries for the police/fire departments. Meditrol (monthly billing & helping with contract issues).
Retired Police & Fire	19,500	19,500	0	0%	All prescription reimbursements for retirees.
Workers Comp	772,000	772,000	0	0%	All workers comp injury claims for all employees including the schools. (Does not include police/fire). Curtin, Murphy & O'Reilly
Total	\$1,191,500	\$1,191,500	\$0	0%	
Property/Liability Insurance					
Comp General Liability	1,965,000	1,984,650	19,650	1%	All city insurance including schools. Anticipating increase in premiums because of new fleet vehicles and new park equipment.
Insurance Deductibles	150,000	151,500	\$1,500	1%	All deductibles for all motor vehicle accidents including police, fire and schools. (\$1K per vehicle). Also pays for all glass breakage on motor vehicles and deductibles on other claims.
Total	\$2,115,000	\$2,136,150	\$21,150	1%	
	\$55,520,882	\$58,167,625	\$2,646,743	5%	



City of Everett, Massachusetts

Chief Financial Officer / City Auditor

484 Broadway, Everett, MA 02149

Tel: (617) 394-2210 Fax: (617) 394-2453

Carlo DeMaria, Mayor

Eric Demas, Chief Financial Officer / City Auditor

March 12, 2021

The Honorable Carlo DeMaria
Mayor, City of Everett
Everett City Hall
484 Broadway, Room 31
Everett, MA 02149

Mayor DeMaria,

Per your request, please find the Mayor's proposed budget recommendation for the City's Water and Sewer Enterprise Fund (the Enterprise Fund) for submittal to the Council. This year's budget will again provide the City Council, property owners and residents of the City a more detailed account of the Enterprise Fund including a detailed budget from our accounting software, a rate comparison to all MWRA communities, a five-year capital improvement plan, and an update of ongoing projects approved prior to FY2022.

It is worth noting that the City of Everett continues to have one of the most affordable rates of similar sized communities that are part of the Massachusetts Water Resource Authority (MWRA). Per the 2020 Annual Water & Sewer retail rate survey conducted by the MWRA Advisory Board, the average combined annual water and sewer charges for a homeowner in MWRA communities is \$1,670 per year, while Everett's average annual cost is \$1,085, an average savings of \$585 for the typical Everett ratepayer. This is approximately 35% less than the typical MWRA ratepayer.

For FY2022, a rate increase of 2% is needed to keep up with the costs of operations, including MWRA assessments, debt service on infrastructure improvements and meter replacements, as well as general operating costs. However, the rate is also based upon the use of \$1,100,000 in surplus (free cash).

Please let me know if you have any questions with regard to the budget attached. This budget will be distributed to the City Council at a future meeting.

Respectfully,
Eric J. Demas, CFO

cc: Jerry Navarro (DPW Director), Ernie Lariviere (Water Superintendent), Erin Deveney (Chief of Staff), Lauren Hurley (Budget Director)

Enterprise Fund Overview

What is an Enterprise Fund?

An enterprise fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. Under enterprise accounting, the revenues and expenditures of the service are segregated into a separate fund with its own financial statements, rather than commingled with the revenues and expenses of all other governmental activities. Financial transactions are reported using standards similar to private sector accounting. Revenues are recognized when earned and expenses are recognized when incurred, under a full accrual basis of accounting. An enterprise fund provides management and taxpayers with information to measure performance, analyze the impact of financial decisions, determine the costs of providing a service and identify any subsidy from the general fund in providing a service.

Enterprise accounting allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy or other available funds, if any. A community may choose to recover total service costs through user charges, but it is not required.

History

The enterprise fund statute, MGL Ch 44 § 53F ½ (formerly Chapter 41 § 39K), was enacted in 1986. Before that time, communities used special revenue funds authorized under various general laws or special acts in order to separately account for their business type services. These special revenue funds were limited, however, with regard to the services and costs covered. The funds were most commonly authorized for water, gas and electric utility departments and used primarily to account for annual operating costs, not the indirect costs, capital expenditures or fixed assets of the service. The purpose of the enterprise fund statute was to give communities the flexibility to account separately for all financial activities associated with a broader range of municipal services.

Basis of Accounting

Proprietary fund revenues and expenses are recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the period incurred, if measurable. The following major proprietary funds are classified as Proprietary funds and audited as such:

- The Water and Sewer Enterprise fund is used to account for the Water and Sewer activities.

For the entire MGL on Enterprise Funds visit the Massachusetts Department of Revenue website:

<http://www.mass.gov/Ador/docs/dls/publ/misc/EnterpriseFundManual.pdf>

City of Everett
Everett Budget Council Worksheet
FY 2022 Enterprise Budget

450 - WATER		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
60-450-1-5111	SALARIES	\$843,304.84	\$980,635.00	\$658,157.50	\$1,002,727.00	\$1,002,727.00	_____
60-450-1-5114	ON-CALL UNION STIPEND	\$5,240.00	\$5,200.00	\$4,060.00	\$5,200.00	\$5,200.00	_____
60-450-1-5121	POLICE DETAILS	\$49,853.50	\$65,000.00	\$37,180.00	\$65,000.00	\$65,000.00	_____
60-450-1-5130	OVERTIME	\$35,231.99	\$75,000.00	\$42,583.12	\$75,000.00	\$75,000.00	_____
60-450-1-5144	ABOVE GRADE	\$0.00	\$918.00	\$0.00	\$918.00	\$918.00	_____
60-450-1-5143	LONGEVITY	\$2,700.00	\$5,500.00	\$5,700.00	\$4,500.00	\$4,500.00	_____
60-450-1-5193	CLOTHING ALLOWANCE	\$5,100.00	\$6,300.00	\$5,600.00	\$6,300.00	\$6,300.00	_____
PERSONNEL Total:		\$941,430.33	\$1,138,553.00	\$753,280.62	\$1,159,645.00	\$1,159,645.00	
EXPENSES							
60-450-2-5280	EQUIPMENT/ HIRE	\$9,512.18	\$24,450.00	\$1,611.02	\$24,450.00	\$24,450.00	_____
60-450-2-5341	TELECOMMUNICATIONS	\$3,905.38	\$7,800.00	\$470.10	\$7,800.00	\$7,800.00	_____
60-450-2-5380	PROFESSIONAL SERVICES	\$87,602.49	\$237,000.00	\$22,824.05	\$237,000.00	\$237,000.00	_____
60-450-2-5420	OFFICE SUPPLIES	\$128.76	\$1,500.00	\$385.00	\$1,500.00	\$1,500.00	_____
60-450-2-5430	EMERGENCY REPAIRS	\$10,500.00	\$99,000.00	\$35,900.00	\$99,000.00	\$99,000.00	_____
60-450-2-5435	MAINTENANCE SUPPLIES	\$1,632.00	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	_____
60-450-2-5438	SEWER LINE CLEANING	\$200,000.00	\$200,000.00	\$145,850.00	\$200,000.00	\$200,000.00	_____
60-450-2-5532	PIPES FITTINGS VALVES	\$98,770.59	\$150,000.00	\$65,021.57	\$150,000.00	\$150,000.00	_____
60-450-2-5534	METERS/MAINTENANCE	\$4,696.00	\$50,000.00	\$23,151.28	\$50,000.00	\$50,000.00	_____
60-450-2-5543	STONE/ASPHALT	\$9,540.12	\$25,000.00	\$12,111.67	\$15,000.00	\$15,000.00	_____
60-450-2-5580	VEHICLES	\$0.00	\$-5,000.00	\$0.00	\$0.00	\$0.00	_____
60-450-2-5710	PROFESSIONAL DEVELOPMENT	\$2,341.50	\$10,000.00	\$2,021.00	\$10,000.00	\$10,000.00	_____
60-450-2-5785	EXTRA/UNFORSEEN CHARGES	\$22,230.75	\$38,550.00	\$26,661.09	\$43,550.00	\$43,550.00	_____
EXPENSES Total:		\$450,859.77	\$842,800.00	\$336,006.78	\$842,800.00	\$842,800.00	
CAPITAL IMPROVEMENTS							
60-450-3-5533	HYDRANTS	\$8,195.36	\$50,000.00	\$17,280.00	\$25,000.00	\$25,000.00	_____
60-450-3-5535	STORMWATER EXPENSES	\$19,992.37	\$105,000.00	\$45,822.37	\$130,000.00	\$130,000.00	_____
CAPITAL IMPROVEMENTS Total:		\$28,187.73	\$155,000.00	\$63,102.37	\$155,000.00	\$155,000.00	
450 WATER Total:		\$1,420,477.83	\$2,136,353.00	\$1,152,389.77	\$2,157,445.00	\$2,157,445.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 Enterprise Budget

710 - RETIREMENT OF DEBT							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
DEBT SERVICE							
60-710-9-5786	MAY 22,2013 MWPAT	\$159,791.00	\$133,448.00	\$0.00	\$301,692.00	\$301,692.00	_____
60-710-9-5972	NOVEMBER 13, 2017 MWRA LOAN	\$0.00	\$0.00	\$94,100.00	\$0.00	\$0.00	_____
60-710-9-5973	MWRA WATER SYSTEM	\$897,491.30	\$699,628.00	\$358,367.20	\$507,149.00	\$507,149.00	_____
60-710-9-5974	DEBT RETIREMENT MWRA SEWER	\$0.00	\$0.00	\$77,000.00	\$0.00	\$0.00	_____
60-710-9-5975	JUNE 6,2012 MWPAT CW2-31,8-14	\$33,992.00	\$9,170.00	\$33,798.83	\$10,279.00	\$10,279.00	_____
60-710-9-5984	DEC 20,2013	\$195,000.00	\$195,000.00	\$0.00	\$205,000.00	\$205,000.00	_____
60-710-9-5985	FEB 06,2014	\$255,000.00	\$260,000.00	\$0.00	\$265,000.00	\$265,000.00	_____
60-710-9-5986	Feb. 16, 2016	\$35,000.00	\$287,680.00	\$0.00	\$30,000.00	\$30,000.00	_____
60-710-9-5988	FEB 28, 2017	\$20,000.00	\$24,000.00	\$0.00	\$20,000.00	\$20,000.00	_____
60-710-9-5989	APRIL 13, 2017 CW-08-14-A	\$4,297.00	\$4,390.00	\$0.00	\$0.00	\$0.00	_____
60-710-9-5990	APRIL 13, 2017 CW-14-24	\$21,114.00	\$21,573.00	\$0.00	\$22,042.00	\$22,042.00	_____
60-710-9-5991	MAY 3, 2018	\$80,000.00	\$70,000.00	\$0.00	\$65,000.00	\$65,000.00	_____
60-710-9-5992	APRIL 4, 2019	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	_____
60-710-9-5993	DEC 2, 2019 MWRA	\$0.00	\$222,130.00	\$222,130.00	\$222,130.00	\$222,130.00	_____
60-710-9-5995	JUNE 1,20 MWRA WATER BONDS	\$0.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	_____
60-710-9-5996	JUNE 15,20 MCWT SEWER BONDS	\$0.00	\$3,878.00	\$0.00	\$3,963.00	\$3,963.00	_____
60-710-9-5999	FEB 8 , 2021 SEWER	\$0.00	\$0.00	\$0.00	\$60,270.00	\$60,270.00	_____
60-710-9-6000	FEB 8, 2021 WATER	\$0.00	\$0.00	\$0.00	\$152,890.00	\$152,890.00	_____
DEBT SERVICE Total:		\$1,701,685.30	\$1,980,897.00	\$785,396.03	\$1,955,415.00	\$1,955,415.00	
710 RETIREMENT OF DEBT Total:		\$1,701,685.30	\$1,980,897.00	\$785,396.03	\$1,955,415.00	\$1,955,415.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 Enterprise Budget

751 - LONG TERM DEBT INTEREST							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
DEBT SERVICE							
60-751-9-5786	MAY 22,2013 MWPAT	\$58,358.66	\$39,602.00	\$27,429.07	\$36,932.00	\$36,932.00	_____
60-751-9-5975	LONG TERM INTEREST MWPAT	\$13,814.39	\$16,708.00	\$5,969.08	\$12,132.00	\$12,132.00	_____
60-751-9-5984	DEC 20,2013	\$21,825.00	\$17,438.00	\$0.00	\$11,925.00	\$11,925.00	_____
60-751-9-5985	FEB 6,2014	\$55,325.00	\$47,675.00	\$23,837.50	\$39,876.00	\$39,876.00	_____
60-751-9-5986	Feb. 16, 2016	\$8,800.00	\$7,400.00	\$3,700.00	\$6,000.00	\$6,000.00	_____
60-751-9-5988	FEB 28, 2017	\$3,000.00	\$4,409.00	\$1,000.00	\$1,000.00	\$1,000.00	_____
60-751-9-5989	APRIL 13, 2017 CW-08-14-A	\$0.00	\$970.00	\$0.00	\$0.00	\$0.00	_____
60-751-9-5990	APRIL 13, 2017 CW-14-24	\$0.00	\$8,760.00	\$0.00	\$8,328.00	\$8,328.00	_____
60-751-9-5991	MAY 3, 2018	\$14,000.00	\$10,000.00	\$0.00	\$6,500.00	\$6,500.00	_____
60-751-9-5992	APRIL 4, 2019	\$0.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	_____
60-751-9-5996	JUNE 15,20 MCWT SEWER BONDS	\$0.00	\$903.00	\$0.00	\$778.00	\$778.00	_____
DEBT SERVICE Total:		\$175,123.05	\$153,865.00	\$61,935.65	\$139,071.00	\$139,071.00	_____
751 LONG TERM DEBT INTEREST Total:		\$175,123.05	\$153,865.00	\$61,935.65	\$139,071.00	\$139,071.00	_____

City of Everett
 Everett Budget Council Worksheet
 FY 2022 Enterprise Budget

752 - SHORT TERM DEBT INTEREST							
Account Number	Account Description	FY2020 Expended	FY2021 Budget	FY2021 Expended	FY2022 Requested	FY2022 Mayor Recommended	FY2022 Council Approved
DEBT SERVICE							
DEBT SERVICE Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
752 SHORT TERM DEBT INTEREST Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 Enterprise Budget

821 - MASS WATER RESOURCES AUTH		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
INTERGOVERNMENTAL							
60-821-6-5230	MWRA LEAK DETECTION	\$7,140.00	\$8,250.00	\$0.00	\$8,250.00	\$8,250.00	_____
60-821-6-5231	MWRA SAFE DRINKING WATER	\$0.00	\$15,000.00	\$13,096.77	\$15,000.00	\$15,000.00	_____
60-821-6-5694	MWRA WATER	\$5,543,676.00	\$5,975,706.00	\$2,979,033.50	\$6,300,086.00	\$6,300,086.00	_____
60-821-6-5695	MWRA SEWER	\$9,293,792.42	\$9,886,774.00	\$4,764,973.00	\$9,687,451.00	\$9,687,451.00	_____
INTERGOVERNMENTAL Total:		\$14,844,608.42	\$15,885,730.00	\$7,757,103.27	\$16,010,787.00	\$16,010,787.00	
821 MASS WATER RESOURCES AUTH Total:		\$14,844,608.42	\$15,885,730.00	\$7,757,103.27	\$16,010,787.00	\$16,010,787.00	

City of Everett
Everett Budget Council Worksheet
FY 2022 Enterprise Budget

990 - TRANSFERS		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
TRANSFERS OUT							
60-990-9-5961	INDIRECT COST TRANSFERS OUT	\$716,040.00	\$765,503.00	\$765,503.00	\$771,627.00	\$771,627.00	_____
TRANSFERS OUT Total:		\$716,040.00	\$765,503.00	\$765,503.00	\$771,627.00	\$771,627.00	
990 TRANSFERS Total:		\$716,040.00	\$765,503.00	\$765,503.00	\$771,627.00	\$771,627.00	
WATER & SEWER ENTERPRISE Total:		\$18,857,934.60	\$20,922,348.00	\$10,522,327.72	\$21,034,345.00	\$21,034,345.00	
Grand Total:		\$18,857,934.60	\$20,922,348.00	\$10,522,327.72	\$21,034,345.00	\$21,034,345.00	

60		WATER / SEWER ENTERPRISE FUND							
		PERSONNEL SERVICES							
					FY21	FY22	FY22		
					FTE	DEPT	MAYOR		
					STAFF	REQ	REC	FY21	FY22
					HOURS			APPROPRIATION	DEPT
					CLASS/			REQUEST	& Council
					STEP			REC	REC
DEPT	POSITION	CLASS/	HOURS	FTE	DEPT	MAYOR	FY21	FY22	FY22
DEPT	POSITION	STEP	HOURS	FTE	REQ	REC	APPROPRIATION	REQUEST	REC
60-450-1-5111	Water Superintendent ¹	UNCL	40	1	1	1	\$109,466	\$111,655	\$111,655
60-450-1-5111	Assistant Water Superintendent ¹	UNCL	40	1	1	1	\$102,141	\$104,184	\$104,184
60-450-1-5111	Administrative Assistant ²	A-6U/8	35	1	1	1	\$61,395	\$63,509	\$63,509
60-450-1-5143	Administrative Assistant	Longevity					\$1,250	\$1,250	\$1,250
60-450-1-5111	Administrative Assistant ²	A-6U/6	35	1	1	1	\$57,331	\$59,306	\$59,306
60-450-1-5111	Principal Clerk ^{2 4}	C-6U/4	17.5	0.50	0.50	0.50	\$22,012	\$23,840	\$23,840
60-450-1-5111	Working Foreman ³	W-13U/4	40	1	1	1	\$85,626	\$88,574	\$88,574
60-450-1-5193	Working Foreman	Clothing					\$700	\$700	\$700
60-450-1-5143	Working Foreman	Longevity					\$1,000	\$1,000	\$1,000
60-450-1-5111	Working Foreman ³	W-13U/4	40	1	1	1	\$85,626	\$88,574	\$88,574
60-450-1-5193	Working Foreman	Clothing					\$700	\$700	\$700
60-450-1-5143	Working Foreman	Longevity					\$2,000	\$1,000	\$1,000
60-450-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
60-450-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	W-10U/4	40	1	1	1	\$67,613	\$69,942	\$69,942
60-450-1-5193	Craftsman - SMEO w/CDL License	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	W-9U/4	40	1	1	1	\$64,245	\$66,458	\$66,458
60-450-1-5193	Craftsman - HMEO w/CDL License	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	W-9U/4	40	1	1	1	\$64,245	\$66,458	\$66,458
60-450-1-5193	Craftsman - HMEO w/CDL License	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	W-9U/4	40	1	1	1	\$64,245	\$66,458	\$66,458
60-450-1-5143	Craftsman - HMEO w/CDL License	Longevity					\$1,250	\$1,250	\$1,250
60-450-1-5193	Craftsman - HMEO w/CDL License	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	W-9U/4	40	1	1	1	\$61,463	\$66,458	\$66,458
60-450-1-5193	Craftsman - HMEO w/CDL License	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman -Meter Service Craftsman ³	W-7U/3	40	1	1	1	\$67,613	\$57,369	\$57,369
60-450-1-5193	Craftsman - Meter Service Craftsman	Clothing					\$700	\$700	\$700
				14	14	14			
60	Water/Sewer Enterprise Fund TOTAL								

Continued...

60		WATER / SEWER ENTERPRISE FUND										
		PERSONNEL SERVICES										
				FY21		FY22				FY22		
		CLASS/		FTE		DEPT		MAYOR		MAYOR		
DEPT		STEP		STAFF		REQ		REC		& Council		
POSITION		HOURS		FTE		REQ		REC		REC		
								APPROPRIATION		REQUEST		
								Salary (5111)		\$980,635	\$1,002,727	\$1,002,727
								On Call Union Stipend (5114)		\$5,200	\$5,200	\$5,200
								Police Details (5121)		\$65,000	\$65,000	\$65,000
								Overtime (5130)		\$75,000	\$75,000	\$75,000
								Longevity (5143)		\$5,500	\$4,500	\$4,500
								Acting Grade (5144)		\$918	\$918	\$918
								Clothing Allowance (5193)		\$6,300	\$6,300	\$6,300
								Personnel Total:		\$1,138,553	\$1,159,645	\$1,159,645
Notes to Budget												
¹ 2% COLA added to administrative salary.												
² Local 25 Clerical union increased 2% in anticipation of contract settlement. Also a step increase when appropriate.												
³ Local 25 DPW union increased 2% in anticipation of contract settlement. Also a step increase when appropriate.												
⁴ Splitting salary between Water/Sewer & Treasurer/Collector.												

(60) Water/Sewer Enterprise Fund - Notes to Budget

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	980,635	1,002,727	\$22,092	2%	2% COLA added to administrative salaries. In anticipation of contract settlement, 2% increase added to union salaries.
On-Call Union Stipend	5,200	5,200	\$0	0%	Paid to the person who is on-call for the weekend.
Police Details	65,000	65,000	\$0	0%	Paid whenever a street is closed/emergency repairs. Also more sewer & drain cleaning.
Overtime	75,000	75,000	\$0	0%	Paid after normal business hours. Increase due to contract settlement.
Longevity	5,500	4,500	(\$1,000)	-18%	For employees who have worked 10+ years.
Above Grade	918	918	\$0	0%	For those employees filling in for a higher ranking employee.
Clothing Allowance	6,300	6,300	\$0	0%	\$700 per Local 25 DPW member.
Total Personnel Services	\$1,138,553	\$1,159,645	\$21,092	2%	
General Operating Expenses					
Equipment Hire	24,450	24,450	\$0	0%	All rentals and tools needed that the city does not own.
Telecommunications	7,800	7,800	\$0	0%	Asset Management/Mobile devices. Adding insurance & 2 cell phones.
Professional Services	237,000	237,000	\$0	0%	Consultant/Leak detecting/software licensing/attorney; DEP directive.
Office Supplies	1,500	1,500	\$0	0%	Toner cartridges, paper, WB Mason.
Emergency Repairs	99,000	99,000	\$0	0%	Main and sewer breaks. Emergencies beyond city's capabilities to repair.
Maint Supplies	4,500	4,500	\$0	0%	Cleaning supplies for sewer and water.
Sewer Line Cleaning	200,000	200,000	\$0	0%	Outside contracts for sewer issues. DEP directive.
Pipes Fittings Valves	150,000	150,000	\$0	0%	Pipe supplies/couplings/fittings.
Meters Maintenance	50,000	50,000	\$0	0%	Meters and supplies/meter testing/replace large meter.
Stone/Asphalt	15,000	15,000	\$0	0%	Used when repairing streets after a break occurs.
Professional Development	10,000	10,000	\$0	0%	Memberships/classes/OSHA license requirements, CDL's and training.
Extra/Unforeseen	43,550	43,550	\$0	0%	Emergency funding for issues that are not covered by any of the above.
Total Expenditures	\$842,800	\$842,800	\$0	0%	

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+ / -	+ / -	
Capital Improvements					
Hydrants	50,000	25,000	(\$25,000)	-50%	Replace old hydrants around the city.
Stormwater Expenses	105,000	130,000	\$25,000	24%	Any stormwater capital expense. Includes cleaning catch basins.
Total Capital	\$155,000	\$155,000	\$0	0%	
Total	\$2,136,353	\$2,157,445	\$21,092	1%	
Retirement of Debt					
May 22, 2013 MWPAT	133,448	301,692	\$168,244	126%	Payments per debt schedule.
MWRA Water System	699,628	507,149	(\$192,479)	-28%	Payments per debt schedule.
June 6, 2012 MWPAT CW2-31,8-14	9,170	10,279	\$1,109	12%	Payments per debt schedule.
Dec 20, 2013	195,000	205,000	\$10,000	5%	Payments per debt schedule.
Feb 06, 2014	260,000	265,000	\$5,000	2%	Payments per debt schedule.
Feb 16, 2016	287,680	30,000	(\$257,680)	-90%	Payments per debt schedule.
Feb 2017	24,000	20,000	(\$4,000)	-17%	Payments per debt schedule.
April 13, 2017 CW-08-14-A	4,390	0	(\$4,390)	-100%	Payments per debt schedule.
April 13, 2017 CW-14-24	21,573	22,042	\$469	2%	Payments per debt schedule.
June 1, 2020 MWRA Water Bonds	50,000	50,000	\$0	0%	Payments per debt schedule.
June 15, 2020 MCWT Sewer Bond	3,878	3,963	\$85	2%	Payments per debt schedule.
May 3, 2018	70,000	65,000	(\$5,000)	-7%	Payments per debt schedule.
Dec 2, 2019 MWRA	222,130	222,130	\$0	0%	Payments per debt schedule.
April 4, 2019	0	40,000	\$40,000	100%	Payments per debt schedule.
Feb 8, 2021 SEWER	0	60,270	\$60,270	100%	Payments per debt schedule.
Feb 8, 2021 WATER	0	152,890	\$152,890	100%	Payments per debt schedule.
Total	\$1,980,897	\$1,955,415	(\$25,482)	-1%	
Long Term Debt Interest					
May 22, 2013 MWPAT	39,602	36,932	(\$2,670)	-7%	Payments per debt schedule.
Long Term Interest MWPAT	16,708	12,132	(\$4,576)	-27%	Payments per debt schedule.
Dec 20, 2013	17,438	11,925	(\$5,513)	-32%	Payments per debt schedule.
Feb 6, 2014	47,675	39,876	(\$7,799)	-16%	Payments per debt schedule.
Feb 16, 2016	7,400	6,000	(\$1,400)	-19%	Payments per debt schedule.

Continued...

	FY21	FY22	\$	%	
	Budget	Request	+/-	+/-	
Feb 2017	4,409	1,000	(\$3,409)	-77%	Payments per debt schedule.
April 13, 2017 CW-08-14-A	970	0	(\$970)	-100%	Payments per debt schedule.
April 13, 2017 CW-14-24	8,760	8,328	(\$432)	-5%	Payments per debt schedule.
April 4, 2019	0	15,600	\$15,600	100%	Payments per debt schedule.
June 15, 2020 MCWT Sewer Bond	903	778	(\$125)	-14%	Payments per debt schedule.
May 3, 2018	10,000	6,500	(\$3,500)	-35%	Payments per debt schedule.
Total	\$153,865	\$139,071	(\$14,794)	-10%	
Short Term Debt Interest					
Short Term Debt	0	0	\$0	100%	Not seeking funding in FY22.
Total	\$0	\$0	\$0	100%	
Mass Water Resources Authority					
MWRA Leak Detection Assessment	8,250	8,250	\$0	0%	Level Funded
MWRA Safe Drinking Water	15,000	15,000	\$0	0%	Level Funded
MWRA Water	5,975,706	6,300,086	\$324,380	5%	Preliminary FY22 Water Assessment. Final assessment will be determined in June.
MWRA Sewer	9,886,774	9,687,451	(\$199,323)	-2%	Preliminary FY21 Sewer Assessment. Final assessment will be determined in June.
Total	\$15,885,730	\$16,010,787	\$125,057	1%	
Grand Total Water/Sewer Budget					
	\$20,156,845	\$20,262,718	\$105,873	1%	
Indirect Costs Transfer Out	765,503	771,627	\$6,124	1%	Costs appropriated in the general fund (to be transferred to enterprise).
Grand Total	\$20,922,348	\$21,034,345	\$111,997	1%	

City of Everett Water and Sewer Rates

Water and Sewer Enterprise Fund

Actual - FY2021

Monthly per 100 cubic feet	TIERS	USAGE	WATER	SEWER	TOTAL
	Tier 1	1 to 10	\$ 2.43	\$ 6.61	\$ 9.04
	Tier 2	11 to 20	\$ 3.08	\$ 8.66	\$ 11.74
	Tier 3	21 to 30	\$ 3.70	\$ 9.95	\$ 13.65
	Tier 4	31 to 100	\$ 4.22	\$ 11.15	\$ 15.37
	Tier 5	101 to 200	\$ 5.85	\$ 13.19	\$ 19.04
	Tier 6	Over 200	\$ 6.64	\$ 13.97	\$ 20.61

Proposed - FY2022

Monthly per 100 cubic feet	TIERS	USAGE	WATER	SEWER	TOTAL
	Tier 1	1 to 10	\$ 2.48	\$ 6.74	\$ 9.22
	Tier 2	11 to 20	\$ 3.14	\$ 8.83	\$ 11.98
	Tier 3	21 to 30	\$ 3.78	\$ 10.14	\$ 13.92
	Tier 4	31 to 100	\$ 4.31	\$ 11.37	\$ 15.68
	Tier 5	101 to 200	\$ 5.97	\$ 13.45	\$ 19.42
	Tier 6	Over 200	\$ 6.77	\$ 14.25	\$ 21.03

Please see City of Everett website www.cityofeverett.com or call 311 for more information.



Annual Water and Sewer Retail Rate Survey

**The Community Advisory Board to the
Massachusetts Water Resources Authority**

2020



The MWRA Advisory Board...

was established by the state Legislature to represent the 60 communities in the MWRA service area. Through annual comments and recommendations on the Authority's proposed capital and current expense budgets and rates, the Advisory Board provides a ratepayer perspective on the MWRA's plans and policies to improve the region's water and sewer systems.

For more information call: (617) 788-2055, fax (617) 788-2059, write:

MWRA Advisory Board
100 First Avenue
Building 39 | 4th Floor
Boston, MA 02129

E-mail: james.guid@mwraadvisoryboard.com

or visit the Advisory Board's website at:
<http://www.mwraadvisoryboard.com>

follow us on Twitter: <http://www.twitter.com/ABmwra>

Introduction

This is the thirty-second “Annual Water and Sewer Retail Rate Survey” prepared by the Massachusetts Water Resources Authority (MWRA) Advisory Board, providing a comparative snapshot of water and sewer retail rates for each community in the MWRA service area. In addition, the survey also incorporates rate information from Massachusetts communities outside of the MWRA service area, as well as other cities nationwide. The survey was prepared by James Guidod and Matthew Romero of the Advisory Board staff.

The Rate Survey is typically the Advisory Board’s most requested document. We hope that municipal officials, water and sewer industry professionals, and concerned citizens continue to find the information presented in the survey useful and informative. As always, we welcome any questions or suggestions regarding this survey, which will allow us to improve the document for future years. Please do not hesitate to call our office at (617) 788-2055, or email us at james.guidod@mwraadvisoryboard.com with your feedback. Copies of this document are available at our website in PDF format at <http://www.mwraadvisoryboard.com>.

Average Water and Sewer Rates

Historically, the survey has focused upon the average annual household use based on the industry standard of 120 hundred cubic feet (HCF), or approximately 90,000 gallons (90 kgal) to track retail rate increases over time. For historical purposes this constant is maintained throughout the document; however, in recognition of the variability of actual household usage by community, the Advisory Board for several years has provided a comparative assessment of actual costs for water and sewer retail rate customers based upon local, state, and federal data (LSF). The LSF usage number is calculated by MWRA staff and is based primarily on residential consumption reported by each community in their annual Public Water Supply Annual Statistic Report filed with the Massachusetts Department of Environmental Protection, and the total population and average household size for each community based on data from the U.S. Census bureau. The full calculation and source data can be found in Appendix C. Prior to 2009, this information had only been presented in Appendix C of the survey, but now is found on each community’s page.

In July 2008, the Advisory Board staff convened a “focus group,” including members of the Advisory Board, MWRA staff, and Advisory Board staff, to discuss the survey’s method of reporting retail rate increases. After eliciting responses from both the American Water Works Association (AWWA) and its members, the group agreed to maintain a constant standard (120 HCF) for historical comparisons while creating additional references to the information contained in Appendix C. Now, in an effort to provide a more complete depiction of the various means by which retail water and sewer rates can be calculated, the information previously contained in Appendix C has been placed in each MWRA community’s profile page.

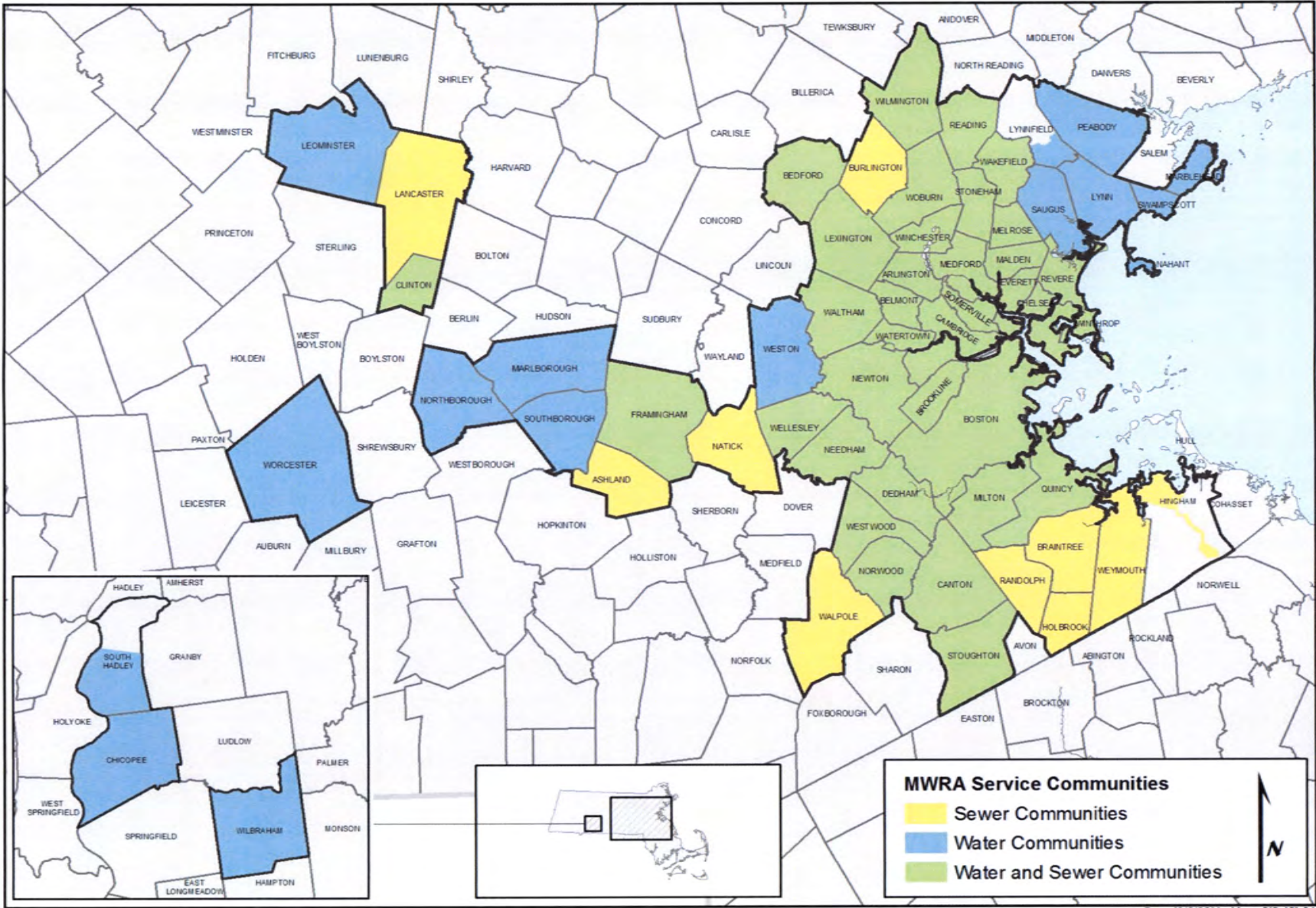
The MWRA Advisory Board

The MWRA Advisory Board was created by the Massachusetts Legislature in 1984 to represent the interests of Massachusetts Water Resources Authority service area communities. The Advisory Board includes one representative from each of the 60 communities that receive water and/or sewer services from the MWRA and one from the Metropolitan Area Planning Council. In addition, six members are appointed by the Governor to include a person with skills and expertise in matters relating to environmental protection, one representative each from the Connecticut River Basin, the Quabbin/Ware Watershed areas and the Wachusett Watershed area, plus two persons qualified by membership or affiliation in organizations concerned with the recreational or commercial uses of the Boston Harbor.

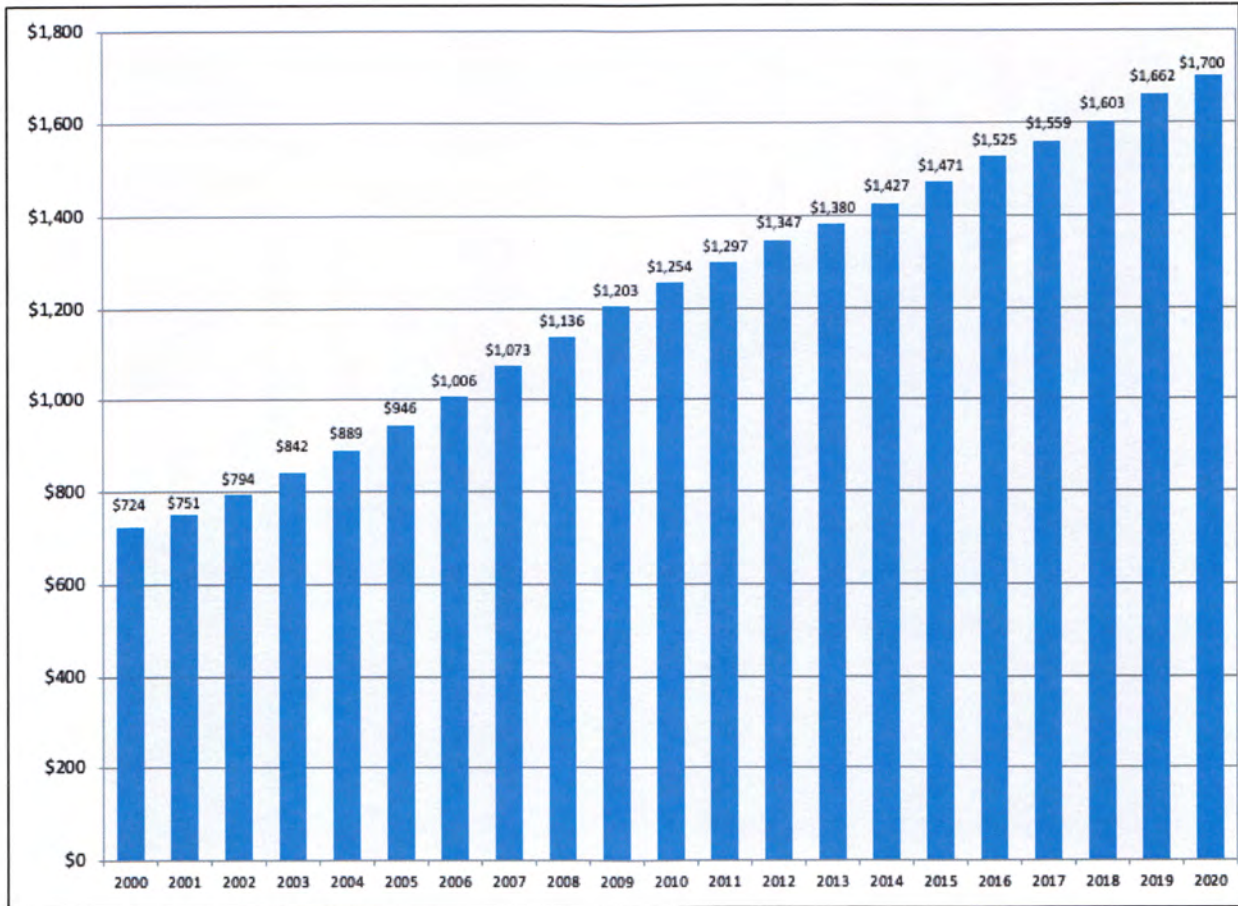
The Massachusetts Legislature has delegated specific responsibilities to the Advisory Board who, in turn, monitor the MWRA’s programs from a ratepayer perspective:

- Serving as a watchdog over the MWRA to ensure proper management and budgetary control;
- Making recommendations on annual expense budgets, capital improvement programs, business planning, and user charges;
- Holding hearings on matters relating to the MWRA and making subsequent recommendations to the Governor and the Legislature; and,
- Appointing three individuals to the eleven member MWRA Board of Directors.

MWRA COMMUNITY 2020 WATER AND SEWER CHARGES

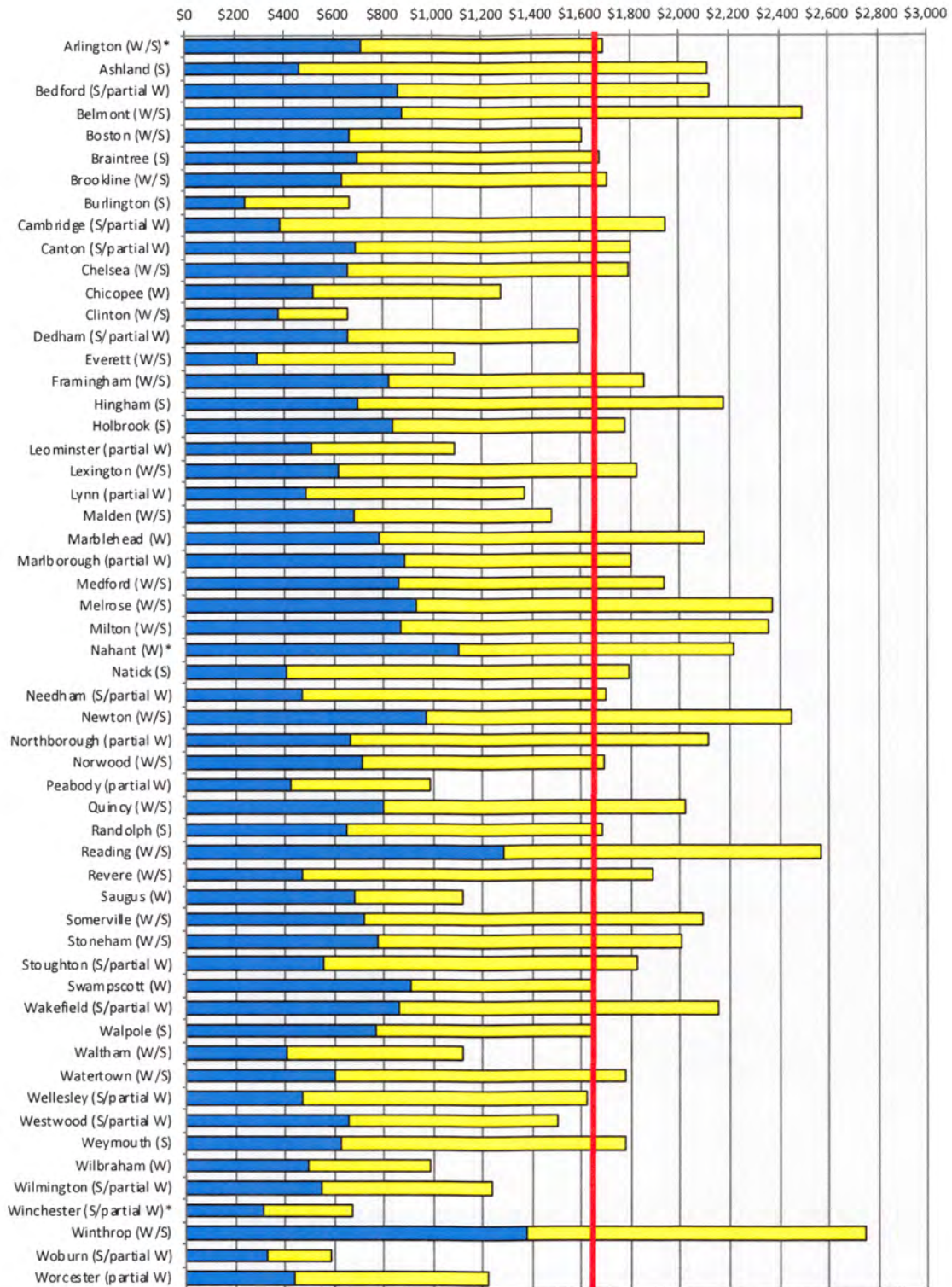


Combined Annual Water & Sewer Charges in MWRA Communities 2000 – 2020 (Consumption at 120 HCF \approx 90 kgal)



2020 Combined Retail Water & Sewer Community Charge Comparisons

(Consumption at 120 HCF ≈ 90 kgal)



(*) Indicates community that utilizes the debt service exclusion as permitted under General Law 59 Section 21 C(n)

MWRA SYSTEMWIDE SUMMARY DATA		
2020		
	2019	2020
Avg. combined water and sewer cost	\$1,662.34	\$1,669.95
Percent change from prior year	3.7%	2.3%
<u>WATER BILLING FREQUENCY</u>		
Semi-Annual	8	8
Tri-Annual	2	2
Quarterly	42	42
Bi-Monthly	2	2
Monthly	6	6
<u>WATER RATE STRUCTURE</u>		
Ascending Block with Base/Minimum Charge	35	35
Ascending Block only	12	13
Flat Rate with Base/Minimum Charge	7	7
Flat Rate only	5	4
Fixed Fee	1	1
<u>SENIOR CITIZEN/LOW-INCOME DISCOUNTS</u>		
Senior Discount	17	17
Low-Income Discount	7	7
Both	7	7
Neither	29	29
<u>DEBT SERVICE EXCLUSION</u>		
	3	3
<u>CHANGES IN COMBINED WATER AND SEWER CHARGES</u>		
Decrease	2	0
No change	12	23
0% to 10% increase	40	32
10% to 20% increase	0	1
20% to 30% increase	2	0
30% to 40% increase	0	0
40% to 50% increase	0	0
Greater than 50% increase	0	0

**ANNUAL WATER AND SEWER CHARGES IN
COMMUNITIES RECEIVING SERVICES FROM THE MWRA
2020**

	Water	Sewer
Arlington (W/S)*	\$711.44	\$977.08
Ashland (S)	-	1,649.60
Bedford (S/partial W)	863.00	1,261.00
Belmont (W/S)	877.88	1,622.20
Boston (W/S)	664.84	938.24
Braintree (S)	-	977.00
Brookline (W/S)	633.12	1,077.60
Burlington (S)	-	423.46
Cambridge (S/partial W)	380.00	1,558.00
Canton (S/partial W)	688.32	1,115.80
Chelsea (W/S)	656.40	1,136.40
Chicopee (W)	514.00	-
Clinton (W/S)	375.52	281.64
Dedham (S/partial W)	654.72	937.28
Everett (W/S)	291.60	793.20
Framingham (W/S)	820.80	1,034.40
Hingham (S)	-	1,483.20
Holbrook (S)	-	943.20
Leominster (partial W)	512.00	-
Lexington (W/S)	615.60	1,211.60
Lynn (partial W)	484.80	-
Lynnfield (W)	448.00	-
Malden (W/S)	682.08	797.76
Marblehead (W)	784.40	-
Marlborough (partial W)	882.00	-
Medford (W/S)	860.40	1,073.28
Melrose (W/S)	931.60	1,439.12
Milton (W/S)	872.24	1,481.04
Nahant (W)*	1,106.40	-
Natick (S)	-	1,383.60
Needham (S/partial W)	472.20	1,225.32
Newton (W/S)	967.80	1,486.20
Northborough (partial W)	666.80	-
Norwood (W/S)	708.84	984.60
Peabody (partial W)	422.60	-
Quincy (W/S)	800.40	1,219.68
Randolph (S)	-	1,029.40
Reading (W/S)	1,284.00	1,284.00
Revere (W/S)	469.20	1,414.80
Saugus (W)	680.80	-
Somerville (W/S)	723.12	1,368.84
South Hadley (W)	530.40	-
Southborough (W)	529.84	-
Stoneham (W/S)	776.40	1,226.40
Stoughton (S/partial W)	555.84	1,269.60
Swampscott (W)	906.20	-
Wakefield (S/partial W)	860.40	1,289.60
Walpole (S)	-	881.95
Waltham (W/S)	407.28	715.32
Watertown (W/S)	598.80	1,176.00
Wellesley (S/partial W)	471.96	1,146.00
Weston (W)	362.00	-
Westwood (S/partial W)	654.72	851.00
Weymouth (S)	-	1,155.84
Wilbraham (W)	494.40	-
Wilmington (S/partial W)	549.60	685.20
Winchester (S/partial W)*	312.80	357.60
Winthrop (W/S)	1,374.00	1,374.00
Woburn (S/partial W)	329.78	256.52
Worcester (partial W)	440.40	-
AVERAGE	\$660.03	\$1,090.76
Percent change	2.8%	1.83%

Water and Sewer Charges are based on an annual water consumption of 120 HCF ≈ 90 kgal.
 (*) Indicates communities that utilize the debt service exclusion as permitted under General Law 59 Section 21C(n).

Combined Annual Water and Sewer Charges for Communities Receiving Services from the MWRA 2020

Charges include MWRA, community, and alternatively supplied services.

Rates based on average annual household use of **120 hundred cubic feet (HCF)**, or approximately **90,000 gallons**.

	Water	Sewer	Combined	Change
Arlington (W/S)*	\$711.44	\$977.08	\$1,688.52	8.7%
Ashland (S)	\$462.00	\$1,649.60	\$2,111.60	0.0%
Bedford (S/partial W)	\$863.00	\$1,261.00	\$2,124.00	1.0%
Belmont (W/S)	\$877.88	\$1,622.20	\$2,500.08	0.0%
Boston (W/S)	\$664.84	\$938.24	\$1,603.08	2.8%
Braintree (S)	\$699.00	\$977.00	\$1,676.00	4.5%
Brookline (W/S)	\$633.12	\$1,077.60	\$1,710.72	1.0%
Burlington (S)	\$239.44	\$423.46	\$662.90	5.0%
Cambridge (S/partial W)	\$380.00	\$1,558.00	\$1,938.00	5.0%
Canton (S/partial W)	\$688.32	\$1,115.80	\$1,804.12	5.1%
Chelsea (W/S)	\$656.40	\$1,136.40	\$1,792.80	0.0%
Chicopee (W)	\$514.00	\$758.32	\$1,272.32	0.0%
Clinton (W/S)	\$375.52	\$281.64	\$657.16	0.0%
Dedham (S/partial W)	\$654.72	\$937.28	\$1,592.00	0.8%
Everett (W/S)	\$291.60	\$793.20	\$1,084.80	0.0%
Framingham (W/S)	\$820.80	\$1,034.40	\$1,855.20	0.0%
Hingham (S)	\$696.72	\$1,483.20	\$2,179.92	2.3%
Holbrook (S)	\$836.40	\$943.20	\$1,779.60	1.5%
Leominster (partial W)	\$512.00	\$572.48	\$1,084.48	6.0%
Lexington (W/S)	\$615.60	\$1,211.60	\$1,827.20	3.9%
Lynn (partial W)	\$484.80	\$888.00	\$1,372.80	3.7%
Malden (W/S)	\$682.08	\$797.76	\$1,479.84	0.0%
Marblehead (W)	\$784.40	\$1,310.40	\$2,094.80	10.5%
Marlborough (partial W)	\$882.00	\$920.40	\$1,802.40	4.2%
Medford (W/S)	\$860.40	\$1,073.28	\$1,933.68	7.1%
Melrose (W/S)	\$931.60	\$1,439.12	\$2,370.72	0.0%
Milton (W/S)	\$872.24	\$1,481.04	\$2,353.28	2.4%
Nahant (W)*	\$1,106.40	\$1,106.40	\$2,212.80	0.0%
Natick (S)	\$408.80	\$1,383.60	\$1,792.40	7.5%
Needham (S/partial W)	\$472.20	\$1,225.32	\$1,697.52	0.0%
Newton (W/S)	\$967.80	\$1,486.20	\$2,454.00	4.0%
Northborough (partial W)	\$666.80	\$1,446.40	\$2,113.20	4.5%
Norwood (W/S)	\$708.84	\$984.60	\$1,693.44	4.2%
Peabody (partial W)	\$422.60	\$566.00	\$988.60	0.2%
Quincy (W/S)	\$800.40	\$1,219.68	\$2,020.08	0.9%
Randolph (S)	\$651.80	\$1,029.40	\$1,681.20	0.0%
Reading (W/S)	\$1,284.00	\$1,284.00	\$2,568.00	0.0%
Revere (W/S)	\$469.20	\$1,414.80	\$1,884.00	0.0%
Saugus (W)	\$680.80	\$438.90	\$1,119.70	0.0%
Somerville (W/S)	\$723.12	\$1,368.84	\$2,091.96	4.0%
Stoneham (W/S)	\$776.40	\$1,226.40	\$2,002.80	0.0%
Stoughton (S/partial W)	\$555.84	\$1,269.60	\$1,825.44	0.0%
Swampscott (W)	\$906.20	\$749.60	\$1,655.80	4.4%
Wakefield (S/partial W)	\$860.40	\$1,289.60	\$2,150.00	0.0%
Walpole (S)	\$764.62	\$881.95	\$1,646.57	0.8%
Waltham (W/S)	\$407.28	\$715.32	\$1,122.60	0.0%
Watertown (W/S)	\$598.80	\$1,176.00	\$1,774.80	8.7%
Wellesley (S/partial W)	\$471.96	\$1,146.00	\$1,617.96	2.7%
Westwood (S/partial W)	\$654.72	\$851.00	\$1,505.72	2.2%
Weymouth (S)	\$622.24	\$1,155.84	\$1,778.08	2.2%
Wilbraham (W)	\$494.40	\$492.00	\$986.40	0.0%
Wilmington (S/partial W)	\$549.60	\$685.20	\$1,234.80	3.1%
Winchester (S/partial W)*	\$312.80	\$357.60	\$670.40	0.0%
Winthrop (W/S)	\$1,374.00	\$1,374.00	\$2,748.00	0.0%
Woburn (S/partial W)	\$329.78	\$256.52	\$586.30	0.0%
Worcester (partial W)	\$440.40	\$782.40	\$1,222.80	2.8%
AVERAGE	\$663.79	\$1,036.16	\$1,699.95	2.26%

The following communities do not provide municipal sewer services and, therefore, are not listed: Lynnfield Water District, South Hadley Fire District #1, Southborough and Weston.

(*) Indicates communities that utilize the debt service exclusion as permitted under General Law 59 Section 21C(n).

Everett (W/S)

Residential Water Rates:	
Last adjusted:	July 2019
Next adjustment scheduled:	Unknown
Fund:	Enterprise
0 - 10 HCF	\$2.43/HCF
>10 - 20 HCF	\$3.08 "
>20 - 30 HCF	\$3.70 "
>31 - 100 HCF	\$4.22 "
>101 - 200 HCF	\$5.85 "
>200 HCF	\$6.54 "
 Billing Frequency:	 Monthly

Residential Sewer Rates:	
Last adjusted:	July 2019
Next adjustment scheduled:	Unknown
Fund:	Enterprise
0 - 10 HCF	\$6.61/HCF
>10 - 20 HCF	\$ 8.66 "
>20 - 30 HCF	\$ 9.95 "
>31 - 100 HCF	\$ 11.15 "
>101 - 200 HCF	\$ 13.19 "
>200 HCF	\$ 13.97 "
Based on 100% of water usage.	
 Billing Frequency:	 Monthly

Annual Cost AWWA Standard for Historical Comparison		
(120 HCF ≈ 90,000 gals.)		
Utility	Rate	Change from 2019
Water	\$291.60	0.00%
Sewer	\$793.20	0.00%
Combined	\$1,084.80	0.00%

Annual Cost Based on Local, State & Federal Data	
(55.1 HCF - See Appendix C for Data & Calc.)	
Water	\$133.85
Sewer	\$364.10
Combined	\$497.95

Commercial Water Rates:
Same as residential

Commercial Sewer Rates:
Same as residential

Additional 2020 Data by Community			
Does this Community Use Second Meters?	No	Does this Community Offer Senior and/or Low Income Discounts?	No
Water System		Sewer System	
MWRA Charges as % of Total Community Water Expenses	Over 75%	MWRA Charges as % of Total Community Sewer Expenses	Over 75%
Miles of water pipeline replaced/rehabilitated in FY20	No response	Miles of sewer pipeline replaced/rehabilitated in FY20	No response
Water Capital Needs over Next Five Years	\$10-20 million	Sewer Capital Needs over Next Five Years	\$10-20 million
Anticipated Water Capital Spending over Next Five Years	\$1-5 million	Anticipated Sewer Capital Spending over Next Five Years	\$1-5 million
Stormwater			
Current Funding Source of Stormwater-Related Costs:		Operating Budget / Tax Levy	

Everett (W/S)

FY 2021 MWRA Assessments

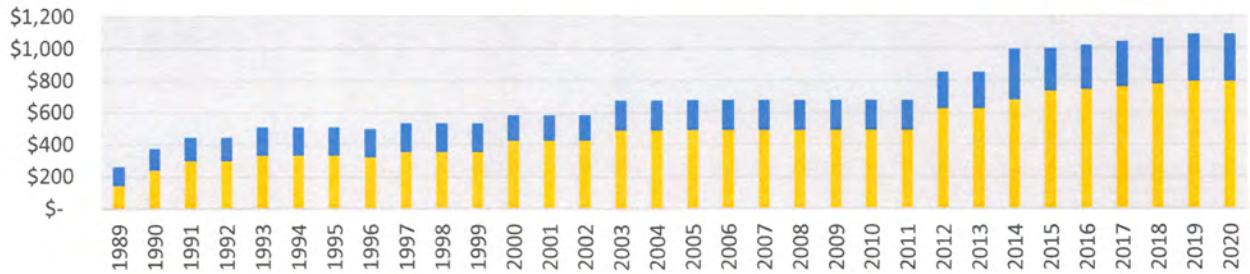
	FY20	FY21	% Change
Water	\$5,543,676	\$5,958,067	7.50%
Sewer	\$9,310,473	\$9,529,946	2.40%
Combined	\$14,342,867	\$15,488,013	4.30%



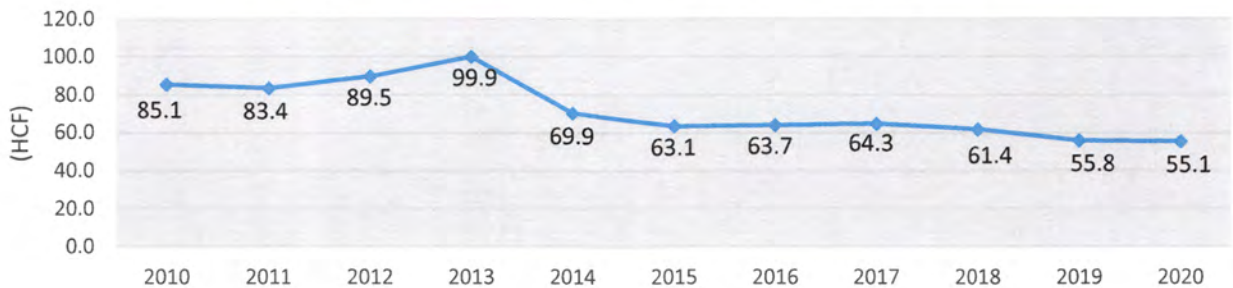
Combined Rate Increases 1991 through 2020



Combined Water and Sewer Rates 1989 through 2020



Average Household Water Use 2010 through 2020



FY2022 Water & Sewer Enterprise Fund Capital Budget – Executive Summary

- The total proposed Capital Plan for the City of Everett’s Enterprise Funds for FY22 is \$4,054,800. However, the total amount proposed for borrowing is \$3,899,800.
- The Enterprise Fund’s Capital Plan for FY22 has several funding sources, including budgetary appropriations, and bonding.
- The list proposed has been reviewed by the Mayor and has been submitted with favorable action recommended as such.

FY22 Enterprise Fund CIP – Funding Sources

FY22 Enterprise Fund CIP – funded from sale of bonds

• Water Main replacement (MWRA’s LWSAP program)	\$ 629,800
• Sewer Inflow and Infiltration (I/I) projects (MWRA’s I/I program)	\$ 1,770,000
• MWRA Lead Program	\$ <u>1,500,000</u>

TOTAL ~ BONDING: **\$ 3,899,800**

FY22 Enterprise Fund CIP – funded from operating budget

• Replacement of Fire Hydrants (operating budget appropriation)	\$ 50,000
• Storm Water Improvements	\$ <u>105,000</u>

TOTAL ~ OPERATING FUNDS: **\$ 155,000**

IMPACT OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING BUDGET

<i>Description</i>	<i>Cost</i>	<i>Funding</i>	<i>Impact on Operating Budget</i>
Sewer Inflow/Infiltration projects	\$1,770,000	Bonding through MWRA's Lead program (0% interest loan program)	No impact on FY22 budget. Estimated debt payments of \$177K per year starting in FY23 and ending in FY32
Rehabilitation of Water Mains	\$629,800	Bonding through MWRA's LWSAP program (0% interest loan program)	No impact on FY22 budget. Estimated debt payments of \$63k per year starting in FY23 and ending in FY32
Replacement of Fire Hydrants	\$50,000	Operating appropriation	Level Funded
Storm Water Improvement Program (non I/I)	\$105,000	Operating appropriation	Level Funded
MWRA Lead Program	\$1,500,000	Bonding	No impact on FY22 budget. Estimated debt payment of \$150k per year starting in FY23 and ending in FY32

City of Everett
Capital Plan - Enterprise Fund (Water/Sewer)
Fiscal Year 2021 - 2025

CAPITAL REQUEST	STATUS	FUNDING SOURCE	Actual FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Enterprise Fund (Water/Sewer Projects)							
EQUIPMENT							
2017 1/2 ton Truck		Bond					
INFRASTRUCTURE - WATER							
Hydrant Replacement Program		Operating Budget	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Water Main Replacement (MWRA's LWSAP program*)							
Water Main Replacement (MWRA's LWSAP program*)		Bond - MWRA int. free loan	\$ -	\$ -	\$ -	\$ -	\$ -
<i>*City has authorized \$4,672m bond - \$500k per year drawdown through FY2019</i>							
Water Main Replacement (MWRA's LWSAP program (Phase 11*))		Bond - MWRA int. free loan	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800
MWRA Lead program		Bond - MWRA int. free loan	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Stormwater Capital		Operating Budget	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Vactor Truck		Bond					
INFRASTRUCTURE - SEWER/STORMWATER							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 1-8**)		MWRA grant					
<i>**City can authorize \$2,088,000 of available funds - 45% grant/55% int. free loan</i>							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond/grant					
<i>**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan</i>							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond/grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-12**)		MWRA bond/grant	\$ 1,065,750	\$ -	\$ -	\$ -	\$ -
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-14**)		MWRA bond/grant	\$ 355,250	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000
<i>**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan</i>							
Storm Water improvements (non-Inflow/Infiltration projects)		Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -
GIS Improvements		Bonding					
Data management system		Bonding					
Subtotal: Water and Sewer Enterprise Fund			\$ 3,705,800	\$ 4,054,800	\$ 4,054,800	\$ 4,054,800	\$ 4,054,800
LESS ~ Non Grant Funds to offset costs							
Water/Sewer CIP: OFS							
Operating Fund appropriation - Fire Hydrant Replacement			\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)
Grant - MWRA			\$ (1,065,750)	\$ -	\$ -	\$ -	\$ -
Operating Fund appropriation - Storm water			\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)
LESS ~ Grants and other sources/funds to offset costs			\$ (1,220,750)	\$ (155,000)	\$ (155,000)	\$ (155,000)	\$ (155,000)
Net ~ Enterprise Fund Expenses - to be bonded			\$ 2,485,050	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800
			FY 2021	FY 2022	FY 2023	FY 2024	FY 2025

Everett Debt Service Projection
FY2022 Projects - Water/Sewer Enterprise Fund

	Yrs.	2.00%	Projected Bond Interest Rate								
Public Buildings, Facilities and Infrastructure					FY23	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Main Replacement (MWRA's LWSAP program)	20	\$ 629,800	Principal			125,960	125,960	125,960	125,960	125,960	629,800
			Interest	6,298	11,336	8,817	6,298	3,779	1,260		37,788
Sewer Inflow and Infiltration (MWRA's I/I program)	20	\$ 1,770,000	Principal			354,000	354,000	354,000	354,000	354,000	1,770,000
			Interest	17,700	31,860	24,780	17,700	10,620	3,540		106,200
MWRA Lead Program	20	\$ 1,500,000	Principal			150,000	150,000	150,000	150,000	150,000	1,500,000
			Interest	15,000	28,500	25,500	22,500	19,500	16,500		165,000
GRAND TOTAL		\$ 3,899,800	Principal	-		629,960	629,960	629,960	629,960	629,960	3,899,800
			Interest	38,998	71,696	59,097	46,498	33,899	21,300		308,988

City of Everett
Everett Budget Council Worksheet
FY 2022 ECTV Budget

169 - ECTV		FY2020	FY2021	FY2021	FY2022	FY2022 Mayor	FY2022 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
59-169-5170-5111	SALARIES	\$366,992.48	\$235,766.00	\$254,528.37	\$382,385.00	\$318,385.00	_____
59-169-5170-5120	OTHER PERSONAL SERVICES	\$5,387.12	\$14,852.00	\$0.00	\$14,852.00	\$14,852.00	_____
59-169-5170-5122	BENEFITS	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$70,000.00	_____
59-169-5170-5130	OVERTIME	\$1,610.80	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	_____
59-169-5170-5143	LONGEVITY	\$1,450.00	\$1,850.00	\$800.00	\$1,450.00	\$1,450.00	_____
PERSONNEL Total:		\$375,440.40	\$328,468.00	\$255,328.37	\$474,687.00	\$410,687.00	
EXPENSES							
59-169-5170-5200	SECURITY SYSTEM	\$359.10	\$0.00	\$0.00	\$0.00	\$0.00	_____
59-169-5170-5302	PROFESSIONAL SERVICES	\$-254.60	\$20,000.00	\$12,214.62	\$20,000.00	\$20,000.00	_____
59-169-5170-5340	TELECOMMUNICATIONS	\$3,553.71	\$7,000.00	\$6,174.55	\$7,000.00	\$7,000.00	_____
59-169-5170-5420	OFFICE SUPPLIES	\$456.46	\$3,000.00	\$1,385.75	\$3,000.00	\$3,000.00	_____
59-169-5170-5510	PROFESSIONAL DEVELOPMENT	\$0.00	\$10,000.00	\$577.50	\$10,000.00	\$10,000.00	_____
59-169-5170-5700	OTHER CHARGES & EXPENSES	\$1,500.13	\$6,000.00	\$333.22	\$6,000.00	\$6,000.00	_____
59-169-5170-5734	LICENSING FEES	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
59-169-5170-5853	OPERATING PRODUCTION	\$93,053.19	\$130,000.00	\$34,794.40	\$130,000.00	\$130,000.00	_____
EXPENSES Total:		\$98,667.99	\$177,000.00	\$55,480.04	\$177,000.00	\$177,000.00	
169 ECTV Total:		\$474,108.39	\$505,468.00	\$310,808.41	\$651,687.00	\$587,687.00	
ECTV Total:		\$474,108.39	\$505,468.00	\$310,808.41	\$651,687.00	\$587,687.00	
Grand Total:		\$474,108.39	\$505,468.00	\$310,808.41	\$651,687.00	\$587,687.00	

169	ECTV								
	PERSONNEL SERVICES								
						FY22	FY22		FY22
				FY21	DEPT	MAYOR		FY22	MAYOR
		CLASS/		FTE	FTE	FTE	FY21	DEPT	& Council
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC
59-169-5170-5111	Communications Director ¹	UNCL	35	0	1	0.50	\$0	\$119,000	\$55,000
59-169-5170-5111	Assistant Director of Communications ²	UNCL	35	1	0	0	\$95,000	\$0	\$0
59-169-5170-5111	Administrative Assistant ³	A-6U/7	35	1	1	1	\$57,331	\$60,480	\$60,480
59-169-5170-5143	Administrative Assistant	Longevity					\$1,450	\$1,450	\$1,450
59-169-5170-5111	Senior Video Producer ⁴	UNCL	35	1	1	1	\$57,185	\$85,000	\$85,000
59-169-5170-5143	Senior Video Producer	Longevity					\$400	\$0	\$0
59-169-5170-5111	ECTV Coordinator ⁴	UNCL	35	1	1	1	\$61,905	\$66,905	\$66,905
59-169-5170-5111	Communications Specialist ⁵	UNCL	35	1	1	1	\$59,345	\$51,000	\$51,000
59-169-5170-5120	Engineer	UNCL	4	0	0	0	\$7,375	\$7,375	\$7,375
				5	5	4.5			
169	ECTV TOTAL								
						Salary (5111)	\$235,766	\$382,385	\$318,385
						Other Personnel Services (5120)	\$14,852	\$14,852	\$14,852
						Benefits (5122)	\$70,000	\$70,000	\$70,000
						Overtime (5130)	\$6,000	\$6,000	\$6,000
						Longevity (5143)	\$1,850	\$1,450	\$1,450
						Personnel Total:	\$328,468	\$474,687	\$410,687
Notes to Budget									
¹ Salary split between ECTV and the Mayor's Office.									
² Not requesting funding for this position in FY22.									
³ Local 25 Clerical union 2% increase in anticipation of contract settlement.									
⁴ Seeking salary reclassification in FY22.									
⁵ 2% COLA added to administrative salary.									

(169) ECTV - Notes to Budget

	FY21 Budget	FY22 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	235,766	318,385	82,619	35%	Communications Director's salary split between ECTV and Mayor's Office. Not requesting funding for the Assistant Director position in FY22. Seeking salary reclassifications for 2 positions. Local 25 Clerical union 2% increase in anticipation of contract settlement. 2% COLA on administrative salary.
Other Personal Services	14,852	14,852	0	0%	For seasonal help when needed.
Operating Benefits	70,000	70,000	0	0%	Employee benefits reimbursements to City
Overtime	6,000	6,000	0	0%	For those employees who want OT in lieu of comp time.
Longevity	1,850	1,450	(400)	-22%	Ms. Fragione
Total Personnel Services	\$328,468	\$410,687	\$82,219	25%	
General Operating Expenses					
Professional Services	20,000	20,000	0	0%	Contractual services as needed. Social media video/drone.
Telecommunications	7,000	7,000	0	0%	Payments to Comcast. Increase due to rising costs.
Office Supplies	3,000	3,000	0	0%	For general office supplies, mostly from WB Mason.
Professional Development	10,000	10,000	0	0%	Ready Refresh, Citizen's Bank
Other Charges & Expenses	6,000	6,000	0	0%	Local access channels
Licensing Fees	1,000	1,000	0	0%	studio. New equipment for EHSTV.
Operating Production	130,000	130,000	0	0%	Employee training as needed including NOTOA Conference.
Total Expenditures	\$177,000	\$177,000	\$0	0%	
Total	\$505,468	\$587,687	\$82,219	16%	

Capital Improvement Program: Mayor's Message

Goals of the Capital Improvement Program (CIP)

The City of Everett relies on a five (5) year capital improvement program and a one (1) year capital budget to ensure that capital needs are being addressed in a responsible manner based on priority and thoughtful planning. A capital improvement program is a critical component of the capital improvement budget and the overall budget strategy. By formalizing a capital plan and capital budget, the City of Everett now has the ability and knowledge to address deferred maintenance issues that have been postponed and ignored in prior years, as well as plan for the future needs of the City.

When considering funding items in the Capital Improvement Program, the City strategically pursues available options from grants at the state and federal levels, and also utilizes other financing sources to avoid the issuance of long-term debt for certain projects that can be covered in full by such retained earnings. From a financing perspective, priority is given to projects with grant revenues or other matching funds to offset the costs of borrowing.

Addressing capital needs when appropriate will assist the City in reaching many of its longer-term goals such as reducing fuel consumption, decreasing deferred maintenance costs, reducing heating and electricity expenses, and creating efficiencies by means of technological advances and automation. A sound capital improvement program will continue to ensure that our facilities, equipment and vehicles are safe, energy efficient and operable at all times to deliver top-notch services to the City's residents.

Goals of the Mayor – FY2022 Capital Improvement Program (CIP)

My main goals are to improve the overall planning and budget process for addressing capital needs and to ensure accountability as it relates to implementation of capital work projects. The FY2022 capital budget is focused on overhauling and renovating neglected parks, playgrounds and recreational spaces, as well as continuing to improve the City's infrastructure.

In holding to the policies set forth in the CIP, we have given priority to projects that can use grant funds to help offset overall costs of projects, or in some cases, fund an entire project. Otherwise, projects are ranked based upon priority as well as the ability to reduce long term operational costs.

FY2022 Capital Improvement Program (CIP) – Highlights of Proposed CIP and FY2022 Capital Budget

For FY2022, my administration has created a capital plan that is fiscally responsible and transparent. The plan includes a particular focus on asset preservation, replacement of apparatus, and continued improvements to the City's infrastructure.

Proposed capital equipment purchases for FY2022 include the following:

- New vehicles and Radio System for the Police Department
- New vehicle and Ambulance for the Fire Department
- Replacement of City Services Vehicles
- Replacement of Inspectional Services Vehicles
- Replacement of City Information Technology systems

The total amount of the proposed FY2022 Capital Budget that will require an appropriation from the General fund operating budget is \$70,000.

Proposed capital projects include, but are not limited to the following:

- Design, construction and renovation at Fuller Street Park, Summer Street Park, and Highland Park
- Design and refurbishment of Citywide Tot Lots
- Connolly Center renovations, including new roof
- Stadium Construction

Also, with regards to the City's infrastructure, the City is estimating \$650,000 from the State's Chapter 90 program for eligible road and sidewalk repairs in addition to the approved bonding.

Further details for all capital improvement items in the FY2022 Capital Improvement Budget are included in your binders.

Capital Improvement Program Overview

A capital improvement program (CIP) is a blueprint for planning a community's capital expenditures. A CIP is typically a multi-year plan identifying capital projects and equipment to be funded during the planning period. A CIP is composed of two parts, a *capital program* and a *capital budget*. The capital program is a plan for capital expenditures that extends out past the capital budget. The capital budget is the upcoming year's spending plan for capital items.

Developing a CIP that will ensure sound financial and capital planning requires effective leadership and the involvement and cooperation of all municipal departments. A properly developed CIP will help the city in many ways such as enhancing a community's credit rating, stabilizing debt service payments, and identifying the most economical means of financing capital projects. It will also help increase opportunities to obtain federal and state aid and help avoid duplication by overlapping governmental units.

The city has several ways to finance its CIP, including state and federal grants, appropriations from available funds, capital leases, and long-term borrowing. Depending on the cost and the useful life, the City Auditor will make recommendations to the Mayor for funding the city's capital needs.

Capital leases are often three years or less and are built into the operating budget. Capital leases are often used for items such as school buses, office equipment, and other items that may not last five years in useful life. The city's policy is to fund capital items under \$35,000 through appropriations; however, the city may fund capital items over \$35,000 through appropriation if it is deemed prudent. Funding capital improvements through appropriation is beneficial because there is no borrowing or interest costs; you simply pay for the item in the year that it is purchased.

Most of the city's capital items over \$35,000 require long-term borrowing as authorized by a 2/3rd vote of the City Council upon recommendation of the Mayor. Long-term bonding helps spread the costs of expensive capital improvements over their full useful life (per MGL Chapter 44/7 and Chapter 44/8).

The CIP dovetails into the city's five-year financial forecast for planning purposes. The CIP has to be worked into the operational part of the budget so that both the operational and capital needs of the municipal departments are met on a year-to-year basis. Oftentimes, the CIP suffers as fixed costs such as health insurance and retirement assessments increase, which places further pressure on the operational budget. However, it is incumbent upon the administration to ensure that both the operating budget and CIP are reasonable and attainable to ensure fiscal stability within the limitations of Proposition 2 ½.

FY2022 CIP – General Fund: Executive Summary

- The total proposed Capital Plan for the City of Everett for FY22 is \$21,096,000.
- The total amount proposed for borrowing is \$19,265,000.
- This Capital Plan has multiple funding sources, including grants and other available funds, free cash, one-time appropriations, and bonding.
- The list proposed is a scaled down list from departmental requests, with priority given to those projects that are supplemented by grant dollars or any other revenue sources that will keep net general fund expenditures to a minimum.

FY22 CIP – Funding Sources

FY22 CIP – funded from grants and other available funds:

- | | |
|---|------------------|
| • City Services – Full-depth re-pavement program (Ch. 90) | \$ 575,000 |
| • City Services – Enhanced crosswalks (Ch. 90) | \$ 50,000 |
| • City Services – Handicap accessibility (Ch. 90) | \$ <u>25,000</u> |

TOTAL ~ GRANTS and OTHER FINANCIAL SOURCES: \$ 650,000

FY22 CIP – funded from Capital Improvement Stabilization fund:

- | | |
|---|------------|
| • Police – Non-Administrative Vehicles (Patrol Division) | \$ 314,000 |
| • Police – Non-Administrative Vehicles (Parking Division) | \$ 62,000 |
| • Police – Administrative Vehicles | \$ 70,000 |
| • Police Radio System | \$ 375,000 |
| • Fire Department – Fire Prevention Vehicle | \$ 40,000 |
| • | |

- Fire Department – Ambulance \$ 250,000

TOTAL ~ CAPITAL IMPROVEMENT STABILIZATION FUND: \$ 1,111,000

FY22 CIP – funded from appropriation (built into operating budgets):

- Information Technology – Replacement of City technology \$ 35,000
- Fire Department – Turnout Gear \$ 35,000

TOTAL ~ BUDGET APPROPRIATIONS: \$ 70,000

FY22 CIP – funded from anticipated Bond Authorization:

Vehicles and Equipment:

- City Services – Freightliner Dump Truck \$ 215,000
- City Services – Backhoe \$ 100,000
- Inspectional Services – Truck \$ 40,000
- Facilities Maintenance – Truck \$ 40,000

SUB-TOTAL ~ VEHICLES AND EQUIPMENT: \$ 395,000

Parks and Open Space:

- Citywide – Design and Refurbish Tot Lots \$ 700,000

- Coburn Terrace – Design and Construction \$ 350,000
- Beautification Way – Design and Construction \$ 610,000
- Summer Street Park – Design and Construction \$ 425,000
- Park Ave and Highland Park – Design and Construction \$ 485,000
- Fuller Street Park – Design and Construction \$ 1,000,000
- Everett Waterfront Improvements \$ 1,000,000
- Glendale Cemetery Improvements \$ 50,000

SUB-TOTAL ~ PARKS AND OPEN SPACE: \$ 4,620,000

FY22 CIP – funded from anticipated Bond Authorization (continued):

Public Buildings and Facilities:

- Armory Renovations \$ 6,400,000
- Stadium Construction \$ 500,000

SUB-TOTAL ~ PUBLIC BUILDINGS AND FACILITIES: \$6,900,000

Roadway Infrastructure:

- Street and Sidewalk Repairs \$ 3,000,000
- Complete Streets \$ 1,250,000
- Ferry & Elm Street Improvements \$ 1,000,000
- Commercial Triangle Improvements \$ 1,000,000
- Burdett Lane \$ 500,000
- Coburn Terrance \$ 500,000

• Hancock Design \$ 100,000

SUB-TOTAL ~ Roadway Infrastructure: \$7,350,000

BOND AUTHORIZATION ~ GRAND TOTAL: \$19,265,000

Capital Improvement Policies

Budget Policies

- The City will make all capital purchases and improvements in accordance with the adopted capital improvement program.
- The City will develop a multi-year plan for capital improvements and update it annually.
- The City will enact an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development or changes in economic base will be calculated and included in capital budget projections.
- The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvement will be projected and included in operating budget forecasts.
- The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and priorities, and whose operating and maintenance costs have been included in operating budget forecasts.
- The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
- The City, as part of its capital planning process, will project its equipment replacement and maintenance needs for the next several years and will update this projection each year. From this projection, a maintenance and replacement schedule will be developed and followed.
- The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the City Council for approval.
- The City will determine the least costly financing method for all new projects.

Debt Policies

- The City will confine long-term borrowing to capital improvements or projects/equipment that cannot be finance from current revenues.
- When the City finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
- Total net debt service from general obligation debt will not exceed five (5) percent of total annual operating budget as listed on part 1a of the annual tax rate recapitulation as submitted to the Department of Revenue.
- Debt will only be issued for capital that is valued greater than \$35,000, and has a depreciable life of five (5) or more years.
- Total general obligation debt will not exceed that provided in the state statues.
- Whenever possible, the City will use special revenue funds, special assessments, or other self-supporting bonds, instead of general obligation bonds.
- The City will not use long-term debt for current operations unless otherwise allowed via special legislation.
- The City will retire bond anticipation debt within six months after completion of the project.
- The City will maintain good communications with bond rating agencies about its financial condition.
- The City will follow a policy of full disclosure on every financial report and bond prospectus.

Source: “Handbook 4, Financial Performance Goals”, Evaluating Local Government Financial Condition, International City Management Association

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2021 - 2025

CAPITAL REQUEST	FY22 - FUNDING SOURCE	Actual FY 2021	Mayor's Request FY 2022	FY 2023	FY 2024	FY 2025
Vehicle/Equipment Acquisition						
I.T. - Replacement of City Technology Systems	Operating Budget	35,000	35,000	35,000	35,000	35,000
Police - Non-Administrative Vehicles (Patrol Division)	Capital CIP	150,000	314,329	125,000	125,000	125,000
Police - Non-Administrative Vehicles (Parking Division)	Capital CIP	-	62,000	-	-	-
Police - Administrative Vehicles	Capital CIP	-	70,000	35,000	35,000	35,000
Police - Equipment ~ Portable Radios	Operating Budget	-	-	75,000	75,000	75,000
Police - Equipment ~ Ballistic vests	Operating Budget	35,000	-	-	-	-
Police Radio System	Bonding	-	375,000	-	-	-
Police Parking Enforcement Vehicles	-	-	-	65,000	65,000	65,000
Fire Department - Equipment ~ Turnout Gear	Operating Budget	65,000	35,000	65,000	65,000	65,000
Fire Department - Fire Prevention Vehicle	Capital CIP	-	40,000	-	-	-
Fire Department - Ambulance	Capital CIP	-	250,000	-	-	-
Fire Department - Ladder replacement	Bonding	1,190,000	-	-	-	-
Fire Department - Pumper ~ Engine 3 replacement	Bonding	-	-	-	-	750,000
Inspectional Services - 2 Cars	Bonding	-	-	60,000	30,000	30,000
Inspectional Services -Truck	Bonding	-	-	-	-	-
City Services - Loader	Bonding	-	-	250,000	-	-
City Services - Backhoe	Bonding	-	-	-	-	-
City Services - 10 Wheel Dump truck with plow/sander	Bonding	-	-	-	-	-
City Services - 6 Wheel Dump truck with plow/sander	Bonding	-	-	-	-	-
City Services - F450 Dump truck with plow/sander	Bonding	-	-	78,000	78,000	78,000
City Services - Two (2) F350 Pickup Trucks	Bonding	-	-	60,000	60,000	60,000
City Services - Freightliner dump truck	Bonding	-	215,000	-	-	-
City Services - Compressor	Bonding	-	-	-	-	-
ISD - Citywide signs	Bonding	-	-	100,000	100,000	100,000
City Services - City décor	Operating Budget	160,000	-	-	-	-
Facilities Truck	Bonding	-	40,000	-	-	-
ISD Truck	Bonding	-	40,000	-	-	-
DPW-Backhoe	Bonding	-	100,000	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Subtotal: Equipment Acquisition		\$ 1,635,000	\$ 1,576,329	\$ 948,000	\$ 668,000	\$ 1,418,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2021 - 2025

CAPITAL REQUEST	FY22 - FUNDING SOURCE	Actual FY 2021	Mayor's Request FY 2022	FY 2023	FY 2024	FY 2025
Parks and Open Space						
Design and Refurbish City Parks and Tot Lots - Citywide	Bonding	700,000	700,000	700,000	700,000	700,000
Glendale Park - Swings, etc.	ADA (\$75k)/State Ear (\$75k)	-	-	-	-	-
Webster School - Tot Lot Design/Construction	Bonding	-	-	-	-	-
Planning - Cemetery / Renovations Design	Bonding	-	-	-	-	-
Florence Park Phase II Design	CDBG	-	-	-	-	-
Florence Park Phase II - Construction	Bonding / CDBG \$233k)	-	-	-	-	-
Meadows/Kearins Park Phase II Design	Bonding/CDBG(\$400k)	-	-	-	-	-
Meadows/Kearins Park Phase II Design Field Renovations	Bonding	-	-	-	-	-
Swan Street park design	Bonding	-	-	-	-	-
Swan Street Park - Renovate Park	Bonding	-	-	-	-	-
Baldwin ave Park Design	Bonding	-	-	-	-	-
Baldwin ave Park Construction	Bonding	-	-	-	-	-
Edith Street Park design	Bonding	-	-	-	-	-
Edith Street Park Construction	Bonding	-	-	-	-	-
Appleton Street Park Design	Bonding	-	-	-	-	-
Appleton Street Park Construction	Bonding	-	-	-	-	-
Hale Street Park design	Bonding	-	-	-	-	-
Coburn Terrace Design and Construction	Bonding	-	350,000	-	-	-
Beautification Way Design and Construction	Bonding	-	610,000	-	-	-
Summer Street Park Design and Construction	Bonding	-	425,000	-	-	-
Park Ave & Highland Park Design and Construction	Bonding	-	485,000	-	-	-
Fuller Street Park Design & Construction	Bonding	-	1,000,000	-	-	-
Quarleno Park Design & Construction	Bonding	-	-	-	500,000	-
Madeline English Tot Lot Design & Construction	Bonding	-	-	150,000	1,000,000	-
Everett Waterfront Improvements	Bonding	-	1,000,000	1,334,000	1,334,000	1,334,000
Gramstorf Park - Park Design	CDBG	-	-	-	-	-
North strand Bike Path Lighting/Cameras/Amenities	Bonding	-	-	-	-	-
Glendale Cemetery Improvements	Bonding	800,000	50,000	-	-	-
Property Acquisitions	Bonding	-	-	-	-	-
Everett Square improvements	Bonding	-	-	1,000,000	1,000,000	1,000,000
Citywide Sign/Awning Program & Wayfinding System	Bonding	-	-	-	-	-
Tennis Courts Renovations Design/Construction	Bonding	-	-	-	-	-
Northern Strand Bike Path Extension	Bonding	-	-	-	-	-
Lower Broadway Bus Lane Design	Bonding	-	-	-	-	-
Prescott Street Bike Path Crossing Design	Bonding	-	-	-	-	-
Glendale Square redesign	Bonding	-	-	-	-	-
Traffic Signal Upgrades	Bonding	-	-	-	-	-
Bike safety upgrades	Bonding	-	-	-	-	-
Bike share locations	Bonding	-	-	-	-	-
Bike path extension improvements (Mass gaming commission grant)	Bonding/grant \$150k	-	-	-	-	-
LED Streetlights retrofit/Utility Poles	Bonding/ Grant (\$300k)	-	-	-	-	-
Ornamental lights	Bonding	-	-	-	-	-
Subtotal: Parks and Open Space		\$ 1,500,000	\$ 4,620,000	\$ 3,184,000	\$ 4,534,000	\$ 3,034,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2021 - 2025

CAPITAL REQUEST	FY22 - FUNDING SOURCE	Actual FY 2021	Mayor's Request FY 2022	FY 2023	FY 2024	FY 2025
Public Safety						
Police - two Ford Expeditions for Canine Unit		-	-	-	-	-
Fire - Self Contained Breathing Apparatus		-	-	-	-	-
Fire - Hazmat Vehicle		-	-	-	-	-
City Services - Enhanced Crosswalks		-	-	-	-	-
Fire - Wireless Fire Alarm Boxes	Bonding	-	-	-	-	-
City Services - Enhanced Crosswalks	Operating	-	-	-	-	-
City Services - Handicap Accessibility	Operating	-	-	-	-	-
Subtotal: Public Safety		\$ -	\$ -	\$ -	\$ -	\$ -

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2021 - 2025

CAPITAL REQUEST	FY22 - FUNDING SOURCE	Actual FY 2021	Mayor's Request FY 2022	FY 2023	FY 2024	FY 2025
Public Buildings and Facilities						
Fire Department - Central Station	Bonding	-	-	-	-	-
Fire Department - Hancock Station	Bonding	-	-	-	-	-
City Wide School feasibility Study	Bonding	-	-	-	-	-
School - MSBA Feasibility Study - New Elementary School	Bonding/MSBA Grant	-	-	-	-	-
School - Design and Construction - New Elementary School	Bonding/MSBA Grant	-	-	-	-	-
School - Air Conditioning - Webster School	Bonding	-	-	-	-	-
School - Repave school yard and walkways @ Parlin School	Bonding	-	-	-	-	-
School - Renovation Parlin School (cafeteria and additional classrooms)	Bonding	-	-	-	-	-
School - Renovation Parlin School (cafeteria and additional classrooms)	Bonding	-	-	-	-	-
School - Keverian Parking lot / Tot Lot	Bonding	-	-	-	-	-
School - replace lockers @ Parlin School	Bonding	-	-	-	-	-
High School Panel repair	Bonding	-	-	-	-	-
School - replace hardwood flooring @ Parlin School	Bonding	-	-	-	-	-
School - Whittier classrooms	CIP Stabilization	-	-	-	-	-
Wellness building boiler replace	Bonding	-	-	-	-	-
Old High School - City Hall Move	Bonding	-	-	-	-	-
Library - Replace boiler and controls at Parlin Library	Bonding	-	-	-	-	-
Police - Air Handler, A/C, Chiller, General Rehab PD	Bonding	-	-	-	-	-
City Hall - Roof, Water Tower Leaks, Boiler, A/C, Generator	Bonding	-	-	-	-	-
E911 - AC Undersized Wall Unit	Bonding	-	-	-	-	-
Armory Renovations	Bonding	-	6,400,000	-	-	-
Stadium design	Bonding	-	-	2,500,000	5,000,000	5,000,000
Stadium construction	Bonding	-	-	-	-	-
Police Station design & Construction	Bonding	-	500,000	2,500,000	10,000,000	-
City Services - Generator, A/C, Security System	Bonding	-	-	-	-	-
Energy Efficiencies	Bonding	1,901,803	-	-	-	-
OSHA Compliance	Bonding	-	-	-	-	-
AC Unit Gym	Bonding	-	-	-	-	-
Adams School (Down spouts, bricks, other)	Bonding	-	-	-	500,000	-
High School Elevators	Bonding	-	-	500,000	-	-
Parlin School ADA Compliance	Bonding	-	-	-	-	3,500,000
High School - Vocational	Bonding	-	-	-	-	-
High School (various Improvements)	Bonding	-	-	-	1,700,000	-
Old High School - Roof replacement	Bonding	-	-	1,500,000	-	-
Subtotal: Public Buildings and Facilities		\$ 1,901,803	\$ 6,900,000	\$ 7,000,000	\$ 17,200,000	\$ 8,500,000
Surface Enhancements						
Buss lane improvements	Bonding	-	-	-	-	-
Street and Sidewalk Repairs	Bonding	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Full Depth Repavement Program - Chapter 90	Grant	650,000	650,000	650,000	650,000	650,000
Traffic Signal Upgrades	Bonding	-	-	-	-	-
Beacham Street design	Bonding	-	-	-	-	-
Complete Streets	Bonding	1,000,000	1,250,000	1,000,000	1,000,000	1,000,000
Ferry & Elm Street Improvements	Bonding	2,000,000	1,000,000	1,000,000	1,000,000	-
Main Street Improvements	Bonding	-	-	850,000	-	-
Commercial Triangle improvements	Bonding	-	1,000,000	2,000,000	-	-
Burdett Lane	Bonding	-	500,000	-	-	-
Coburn Terrace	Bonding	-	500,000	-	-	-
Hancock Design	Bonding	-	100,000	-	-	-
Subtotal: Surface Enhancements		\$ 6,650,000	\$ 8,000,000	\$ 8,500,000	\$ 4,650,000	\$ 4,650,000
Total - General Fund		\$ 11,686,803	\$ 21,096,329	\$ 19,632,000	\$ 27,052,000	\$ 17,602,000

City of Everett
Capital Plan - Enterprise Fund (Water/Sewer)
Fiscal Year 2021 - 2025

CAPITAL REQUEST	STATUS	FUNDING SOURCE	Actual FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Enterprise Fund (Water/Sewer Projects)							
EQUIPMENT							
2017 1/2 ton Truck		Bond					
INFRASTRUCTURE - WATER							
Hydrant Replacement Program		Operating Budget	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Water Main Replacement (MWRA's LWSAP program*)							
Water Main Replacement (MWRA's LWSAP program*)		Bond - MWRA int. free loan	\$ -	\$ -	\$ -	\$ -	\$ -
<i>*City has authorize \$4,672m bond - \$500k per year drawdown through FY2019</i>							
Water Main Replacement (MWRA's LWSAP program (Phase 11*))		Bond - MWRA int. free loan	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800
MWRA Lead program		Bond - MWRA int. free loan	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Stormwater Capital		Operating Budget	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Vactor Truck		Bond					
INFRASTRUCTURE - SEWER/STORMWATER							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 1-8**)		MWRA grant					
<i>**City can authorize \$2,088,000 of available funds - 45% grant/55% int. free loan</i>							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond/grant					
<i>**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan</i>							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond/grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-12**)		MWRA bond/grant	\$ 1,065,750	\$ -	\$ -	\$ -	\$ -
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-14**)		MWRA bond/grant	\$ 355,250	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000
<i>**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan</i>							
Storm Water improvements (non-Inflow/Infiltration projects)		Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -
GIS Improvements		Bonding					
Data management system		Bonding					
Subtotal: Water and Sewer Enterprise Fund			\$ 3,705,800	\$ 4,054,800	\$ 4,054,800	\$ 4,054,800	\$ 4,054,800
LESS ~ Non Grant Funds to offset costs							
Water/Sewer CIP: OFS							
Operating Fund appropriation - Fire Hydrant Replacement			\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)
Grant - MWRA			\$ (1,065,750)	\$ -	\$ -	\$ -	\$ -
Operating Fund appropriation - Storm water			\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)
LESS ~ Grants and other sources/funds to offset costs			\$ (1,220,750)	\$ (155,000)	\$ (155,000)	\$ (155,000)	\$ (155,000)
Net ~ Enterprise Fund Expenses - to be bonded			\$ 2,485,050	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800
			FY 2021	FY 2022	FY 2023	FY 2024	FY 2025



Memo to Department Heads City of Everett, Massachusetts Chief Financial Officer

484 Broadway
Everett, MA 02149
Tel: (617) 394-2210
Fax: (617) 394-2453

Carlo DeMaria, Mayor
Eric Demas, Chief Financial Officer

Memo

To: All Department Heads
From: Eric Demas
Re: FY2022 Capital Requests and Five Year Capital Plan
Date: March 3, 2021

The City has begun modifying the Capital Improvement Program (five year plan) and Capital Improvement Budget (one year plan) for FY2022 budgeting purposes. As such, I have included the documents necessary in order for you to complete your requests for FY2022. You will find the following documents attached:

- Capital Improvement Program Overview
- Capital Project/Equipment request form (required for each FY2022 request)
- Copy of most recent CIP (including FY2021 approved projects and FY2021-FY2025 projected plans) for your review and to modify if necessary
- Capital Improvement/Debt Policy

When completing your capital budget request forms, please follow the following guidelines:

1. Only capital purchases with a value of \$35,000 or greater should be included in your plan; anything under \$35,000 should be part of your operating budget.
2. Capital items must have a depreciable life of five (5) or more years. Examples of Capital Assets are as follow:

Capital Asset

- Fire truck, DPW equipment, etc.
- Buildings (purchase or major renovations)
- Infrastructure (roadways, pumping stations, etc.)
- Building plans, some studies.

Not a Capital Asset

- Services. Books.
- Painting rooms or a building.
- Medical treatment.
- Routine building maintenance.

There are two distinct types of Capital Items for budgeting purposes:

1. CAPITAL PROJECTS
 - a. For FY22 and beyond, all Capital Projects will be directed through the City's Planning Department, once received by the CFO.
 - b. Projects that have matching funds will have priority and the source of the matching funds should be identified within the request form or in a separate document.
2. CAPITAL EQUIPMENT
 - a. For FY22 and beyond, all Capital Equipment will be directed through the City Services Department where applicable, once received by the CFO.
 - b. Backup documentation (i.e. literature from manufacturer of equipment, detailed descriptions, price quotes obtained, state bid list identification, etc.) will help keep the process efficient.
 - c. Any equipment that may be traded in and/or surplus should be identified.

You may have already queued up projects or equipment for FY2022 as part of FY2021 process. This does not bind you to that schedule. This is your opportunity to eliminate, add, or reprioritize your respective plans. Feel free to mark up the five (5) year Capital Improvement Program spreadsheet if need be. I will then make the adjustments for the final presentation to the Mayor.

The deadline for submittal of your capital plan requests is Wednesday, March 31, 2021. Laureen will be contacting you to set up a meeting to discuss your capital requests.

Thank you for your anticipated cooperation and please feel free to call if you should have any questions.

Everett Debt Service Projection FY2022 Projects - General Fund

	Yrs.	2.00%	Projected Bond Interest Rate									
Departmental Equipment					FY23	FY24	FY25	FY26	FY27	FY28		TOTAL
City Services - Freightliner Dump Truck	10	\$ 215,000	Principal			43,000	43,000	43,000	43,000	43,000		215,000
			Interest		2,150	3,870	3,010	2,150	1,290	430		12,900
Facilities Truck	5	\$ 40,000	Principal			4,000	4,000	4,000	4,000	4,000		40,000
			Interest		400	760	680	600	520	440		4,400
ISD Truck	5	\$ 40,000	Principal			4,000	4,000	4,000	4,000	4,000		40,000
			Interest		400	760	680	600	520	440		4,400
DPW - Backhoe	10	\$ 100,000	Principal			10,000	10,000	10,000	10,000	10,000		100,000
			Interest		1,000	1,900	1,700	1,500	1,300	1,100		11,000
SUBTOTAL: Departmental Equipment		\$ 395,000	Principal		-	61,000	61,000	61,000	61,000	61,000		395,000
			Interest		3,950	7,290	6,070	4,850	3,630	2,410		32,700

Everett Debt Service Projection FY2022 Projects - General Fund

	Yrs.	2.00%	Projected Bond Interest Rate		FY23	FY24	FY25	FY26	FY27	FY28	TOTAL
Parks and Open Space											
Design & Refurbish City Parks & Tot Lots - Citywide	10	\$ 700,000	Principal		70,000	70,000	70,000	70,000	70,000	70,000	700,000
			Interest	7,000	13,300	11,900	10,500	9,100	7,700		77,000
Coburn Terrance Design and Construction	10	\$ 350,000	Principal		35,000	35,000	35,000	35,000	35,000	35,000	350,000
			Interest	3,500	6,650	5,950	5,250	4,550	3,850		38,500
Beautifulcation Way Design and Construction	10	\$ 610,000	Principal		61,000	61,000	61,000	61,000	61,000	61,000	610,000
			Interest	6,100	11,590	10,370	9,150	7,930	6,710		67,100
Summer Street Park Design and Construction	10	\$ 425,000	Principal		42,500	42,500	42,500	42,500	42,500	42,500	425,000
			Interest	4,250	8,075	7,225	6,375	5,525	4,675		46,750
Park Ave & Highland Park Design and Construction	10	\$ 485,000	Principal		48,500	48,500	48,500	48,500	48,500	48,500	485,000
			Interest	4,850	9,215	8,245	7,275	6,305	5,335		53,350
Fuller Street Park Design and Construction	10	\$ 1,000,000	Principal		100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest	10,000	19,000	17,000	15,000	13,000	11,000		110,000
Everett Waterfront Improvements	10	\$ 1,000,000	Principal		100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest	10,000	19,000	17,000	15,000	13,000	11,000		110,000
Glendal Cemetery Improvements	10	\$ 50,000	Principal		5,000	5,000	5,000	5,000	5,000	5,000	50,000
			Interest	500	950	850	750	650	550		5,500
SUBTOTAL: Parks and Open Space		\$ 4,620,000	Principal	-	462,000	462,000	462,000	462,000	462,000	462,000	4,620,000
			Interest	46,200	87,780	78,540	69,300	60,060	50,820		508,200

Everett Debt Service Projection FY2022 Projects - General Fund

	Yrs.	2.00%	Projected Bond Interest Rate								
Public Buildings, Facilities and Infrastructure					FY23	FY24	FY25	FY26	FY27	FY28	TOTAL
Armory Renovations	20	\$ 6,400,000	Principal			1,280,000	1,280,000	1,280,000	1,280,000	1,280,000	6,400,000
			Interest		64,000	115,200	89,600	64,000	38,400	12,800	384,000
Police Station Design and Construction	20	\$ 500,000	Principal			100,000	100,000	100,000	100,000	100,000	500,000
			Interest		5,000	9,000	7,000	5,000	3,000	1,000	30,000
Street and Sidewalk Repairs	10	\$ 3,000,000	Principal			300,000	300,000	300,000	300,000	300,000	3,000,000
			Interest		30,000	57,000	51,000	45,000	39,000	33,000	330,000
Complete Streets	10	\$ 1,250,000	Principal			62,500	62,500	62,500	62,500	62,500	1,250,000
			Interest		12,500	24,375	23,125	21,875	20,625	19,375	251,875
Ferry & Elm Street Improvements	10	\$ 1,000,000	Principal			100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest		10,000	19,000	17,000	15,000	13,000	11,000	110,000
Commercial Triangle Improvement	10	\$ 1,000,000	Principal			100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest		10,000	19,000	17,000	15,000	13,000	11,000	110,000
Burdette Lane	10	\$ 500,000	Principal			50,000	50,000	50,000	50,000	50,000	500,000
			Interest		7,500	9,500	8,500	7,500	6,500	5,500	57,500
Coburn Terrace	10	\$ 500,000	Principal			50,000	50,000	50,000	50,000	50,000	500,000
			Interest		7,500	9,500	8,500	7,500	6,500	5,500	57,500
Hancock Design	10	\$ 100,000	Principal			10,000	10,000	10,000	10,000	10,000	100,000
			Interest		1,500	1,900	1,700	1,500	1,300	1,100	11,500
SUBTOTAL: Public Bldgs, Facilities, and Infrastructure		\$ 14,250,000	Principal		-	2,052,500	2,052,500	2,052,500	2,052,500	2,052,500	14,250,000
			Interest		148,000	264,475	223,425	182,375	141,325	100,275	1,342,375
GRAND TOTAL		\$ 19,265,000	Principal		-	2,575,500	2,575,500	2,575,500	2,575,500	2,575,500	19,265,000
			Interest		198,150	359,545	308,035	256,525	205,015	153,505	1,883,275