



City of Everett
FY14 Annual Budget
Mayor Carlo DeMaria
July 1, 2013 - June 30, 2014

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Carlo DeMaria, Jr.
Mayor



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Office of the Mayor

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Dear Citizens and Honorable Members,

It is with great pride and honor that I present the proposed Fiscal Year 2014 Operating Budget for the City of Everett.

While you review this proposed budget, please remember that it is a starting point that will allow us to engage in a collaborative effort toward the ultimate goal of a sustainable operating budget; a budget that has been designed with the best interests of our citizens in mind.

As we navigate through this process, I welcome an open and productive debate. I know that through such interaction we will achieve our goal of delivering the desired level of critical services, while still maintaining a financially conservative budget with savings for our taxpayers. I am confident, that in the end, our collective efforts will confirm our positive financial outlook and allow the City to move forward.

As you well know, the City of Everett has been recognized over the past year as financially stable. Our City's finances are currently considered of high quality and of low risk. As a group, through this budget and with our continued fiscal responsibility, we can continue to maintain Everett's strong financial footing.

In the pages that follow, you will have the opportunity to review a balanced, sustainable, and fiscally conservative budget that strives to maintain and improve services with limited increases in the cost of delivery.

Some of the main highlights of the budget include:

Fiscal year 2014's operating budget totals \$160,290,987. The General Fund total will be \$146,295,194 with \$67,552,461 comprising the school budget. The water/sewer enterprise fund budget is \$13,995,793.

I am very proud to share with you that this year's tax levy is projected to decrease by \$3,325,412. This means that balancing the budget in FY14 will rely less on the property tax levy by over three million dollars. This will result in lower tax bills for our residents and our business owners.

In the coming months, I will be submitting two orders to reduce the tax levy. The first order will be a one million dollar free cash appropriation and the second will be a \$650,000 appropriation from parking receipts.

In this budget, the expenditures from the city's operating budget will be less than last year by over \$500,000. That means that the City of Everett is providing residents with quality services and increasing public safety personnel while actually decreasing the general government operating budget. In fact, since 2009, the first fiscal year that I was in office, the general government budget has only increased by \$4,000,000. And if the increases in water and sewer charges are included, then the general government budget, as a whole, has only increased \$7,000,000, only a 2% increase per year.

This budget contains an emphasis on public safety, with the addition of eight new fire fighters and ten new police officers. It also focuses on customer service, with an emphasis on information technology resources.

Educational expenses represent, by far, the largest portion of the budget as the City continues to commit substantial resources to this vital area. Providing the best education for our children is our most important goal. This is why we have committed capital improvement money to ensure that our students have the best quality buildings and the best technology. The School's direct budget increased from the prior year by \$4,700,000. This was necessary in order to meet the School Foundation Budget as set by the Commonwealth of Massachusetts. The Education budget cannot be lower or we will not be in compliance with the Education Reform Act. The entire increase in the School Department budget will be covered by the Commonwealth of Massachusetts.

Our fixed costs, excluding debt service, are increasing by less than a million dollars. This is due to increased pension costs and Medicare. Our health insurance line item is actually less this year, due in part to the health insurance reform that we undertook last year. Through this collaboration between the City and its employees, we continue to save approximately \$1,700,000 a year. In order to see even more savings in health insurance, we will be starting an insurance opt-out program, which we estimate will save \$500,000 in 2014.

Debt is level funded this year, even with all the capital improvements that we are currently undertaking.

It is vital for us to continue to invest in our City. This budget will guarantee our continued economic strength, as well as the well-being of our residents and the future of our City. By working together to achieve these mutual goals, I know that we are making a prudent investment in Everett's future.

Let us hereby resolve to complete this budget process in the spirit of collegial cooperation. Let us remember the commitment we must have to our residents, our neighbors and our children. Let us continue to set the groundwork for a better Everett.

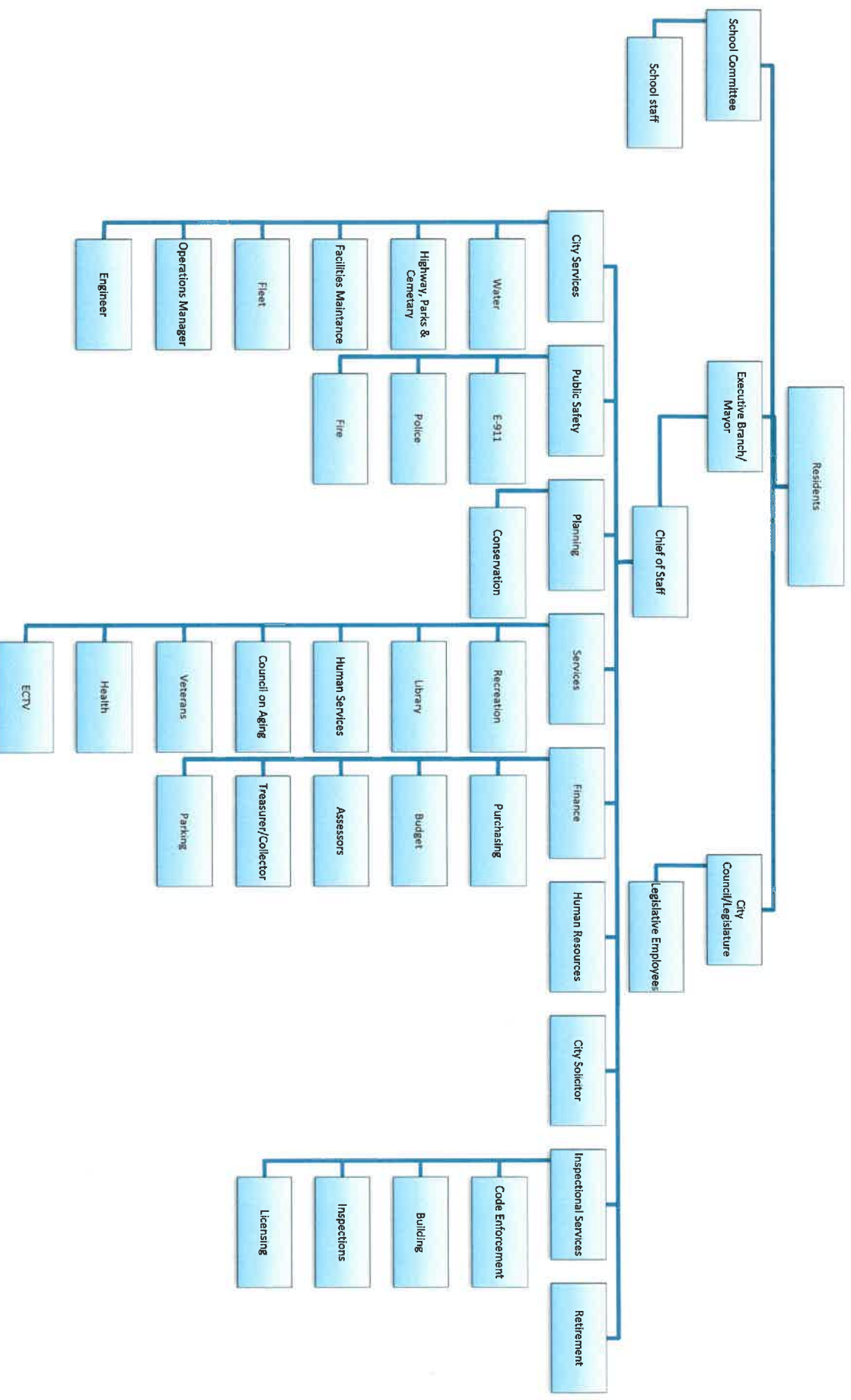
I am confident that this budget document will lay the foundation for a fiscally responsible and efficient service, one that will provide for a brighter and stronger future for our City.

Respectfully submitted,



Carlo DeMaria
Mayor

City of Everett Organizational Chart



City of Everett- Mission Statement

Mission

The City of Everett, through the Mayor, City Council, and City Employees, will provide high quality, efficient municipal services to our citizens and business owners, through teamwork, accountability, and continuous improvements.

To accomplish our mission we will:

- Practice responsive, effective governance;
- Uphold the highest professional and ethical standards;
- Value diversity in the organization and the community;
- Encouraging partnerships with citizens, neighborhoods, businesses and educational networks.

Core Values

- Teamwork- work together to deliver the most efficient and effective municipal services; communicating regularly, directly, and honestly with our employees, council members and citizens
- Accountability- accept responsibility for our organizational decisions and actions
- Continuous improvement- provide the highest quality services with available resources, using innovation, technology and flexibility to meet the changing needs of the community
- Responsiveness- being proactive; anticipating citizens' needs and taking fast action to surpass their expectations
- Integrity- possessing an unwavering commitment to doing things right, with consistent adherence to the highest professional standards; keeping commitments to our citizens, co-workers and others
- Innovations- dedicating ourselves to learning and growing; embracing technology and flexibility to meet the evolving needs of the city and its stakeholders.

At A Glance Report for Everett

Socioeconomic	
County	MIDDLESEX
School Structure	K-12
Form of Government	COUNCIL AND ALDERMAN
2010 Population	41,667
2011 Labor Force	19,649
2011 Unemployment	8.70
2009 DOR Income Per Capita	16,181
2009 Housing Units per Sq Mile	4706.51
2011 Road Miles	63.81
EQV Per Capita (2010 EQV/2010 Population)	96,317
Number of Registered Vehicles (2012)	25,945
2012 Number of Registered Voters	18,591

Bond Ratings

Moody's Bond Ratings as of December 2012* Aa3
 Standard and Poor's Bond Ratings as of December 2012*

*Blank indicates the community has not been rated by the bond agency

Fiscal Year 2013 Estimated Cherry Sheet Aid	
Education Aid	50,304,796
General Government	6,332,499
Total Receipts	56,637,295
Total Assessments	10,012,636
Net State Aid	46,624,659

Fiscal Year 2013 Tax Classification			
Tax Classification	Assessed Values	Tax Levy	Tax Rate
Residential	2,260,825,559	31,862,483	15.64
Open Space	0	0	0
Commercial	407,665,811	17,545,937	43.04
Industrial	616,972,410	26,554,493	43.04
Personal Property	262,526,300	11,299,132	43.04
Total	3,547,990,080	87,262,045	

Fiscal Year 2013 Revenue by Source		
Revenue Source	Amount	% of Total
Tax Levy	87,262,044	51.39
State Aid	58,519,754	34.47
Local Receipts	21,624,319	12.74
Other Available	2,388,329	1.41
Total	169,794,446	

Fiscal Year 2013 Proposition 2 1/2 Levy Capacity	
New Growth Override	1,519,412
Debt Exclusion Levy Limit	88,699,752
Excess Capacity Ceiling	1,437,707
Override Capacity	88,699,752
	0

Other Available Funds			
7/1/2012 Free Cash	FY2012 Stabilization Fund	FY2013 Overlay Reserve	
5,305,529	9,001,217	2,026,426	

Fiscal Year 2013 Average Single Family Tax Bill**	
Number of Single Family Parcels	
Assessed Value of Single Family Average Single Family Tax Bill	
State Average Family Tax Bill	
Fiscal Year 2011	4,537
Fiscal Year 2012	4,711
Fiscal Year 2013	4,849

Everett issues tax bills on a Quarterly basis

**For the communities granting the residential exemptions, DL S does not collect enough information to calculate an average single family tax bill. In FY13, those communities are Barnstable, Boston, Brookline, Cambridge, Chelsea, Everett, Malden, Nantucket, Somerset, Tisbury, Waltham and Watertown. Therefore, the average single family tax bill information in this report will be blank.

Fiscal Year 2012 Schedule A - Actual Revenues and Expenditures						
	General Fund	Revenue	Projects	Funds	Revenue	Total All Funds
Revenues	145,154,077	15,051,502	675,686	11,053,247	3,050,437	174,984,949
Expenditures	123,550,751	14,608,794	3,690,071	12,453,147	20,481,349	174,784,112
Police	8,881,270	0	0	0	0	8,881,270
Fire	8,051,431	0	0	0	0	8,051,431
Education	59,079,260	9,639,360	212,007	0	0	68,930,627
Public Works	8,865,396	1,585,793	2,492,984	12,453,147	0	25,397,320
Debt Service	8,101,577					8,101,577
Health Ins	0					0
Pension	11,359,259					11,359,259
All Other	19,212,558	3,383,641	985,080	0	20,481,349	44,062,628

Total Revenues and Expenditures per Capita						
	General Fund	Revenue	Projects	Funds	Revenue	Total All Funds
Revenues	3,483.7	361.2	16.2	265.3	73.2	4,199.6
Expenditures	2,965.2	350.6	88.6	298.9	491.5	4,194.8

This data only represents the revenues and expenditures occurring in these funds and does not reflect and transfers to or from other funds. Therefore, this data should not be used to calculate an ending fund balance.

City of Everett – Top Employers

<u>Name</u>	<u>Production</u>	<u>No. of Employees</u>
City of Everett	Government	1,300
Mellon Bank	Banking/Financial Institution	1,286
Cambridge Health Alliance	Hospital	825
MBTA	Transportation	600
Boston Coach	Transportation	299
Target	Retail	235
Distrigas GDF/SUEZ	LNG Terminal	170
Everett Nursing and Rehab Center	Health Care	165
Home Depot	Retail	150
Alliance Detection	Security	150
Schnitzer Northeast	Metal Recycling	139
COSTCO	Wholesale	135
Best Buy	Retail	120
Texas Roadhouse	Restaurant	110
Dunkin Donuts	Coffee/Fast Food	100
Restaurant Depot	Wholesale	90
Honda Cars of Boston	Car Dealership	84
Dunkin Galvanizing	Metal Fabrication	83
Eagle Bank	Banking	80
Bond Brothers	Construction	80
TGIF Friday's	Restaurant	80
Teddy Peanut Butter	Food production	70
Market Forge Industries	Steel Product Manufacturer	66
Harley Davidson	Motorcycle Dealership	50

FY2014 Operating Budget Overview

Carlo DeMaria, Mayor
Richard Viscay, City Auditor
May 15, 2013

Proposed FY14 Operating Budget: Key Factors of FY2014 budget

- General Government ~ Improve delivery of services through organizational restructuring and technological advances.
- Public Safety ~ Investment in public in both police and fire departments (more police and firefighters).
- Education ~ A commitment to first class public schools.
- City Services ~ Reorganization of department and savings in solid waste collections/disposal.
- Collective Bargaining ~ Working toward an affordable and mutually beneficial accord.
- Fixed Costs ~ Decrease in health insurance costs due to savings from health care reform and new initiatives.

Proposed FY14 Operating Budget

- General Fund total: **\$146,295,194**
 - City: \$38,663,201
 - School: \$67,079,532
 - Fixed Costs: \$40,552,461
 - City and School Combined
- Enterprise Fund: **\$13,995,793**
 - Water & Sewer
- Total Budget: **\$160,290,987**

Financial Overview – Revenues

- Revenues of the City are budgeted into the following categories:
 - Tax Levy (including new growth)
 - Local Receipts
 - State Aid (Cherry Sheet Revenue + MSBA Revenues)
 - Other Financing Sources (Parking Department, Free Cash)
 - Enterprise Fund Revenue



Revenues – Tax Levy

- **FY13 Tax Levy Limit = \$88,699,752**
 - This is the primary levy limit, where the levy limit cannot exceed 2 ½ percent of the full and fair cash value.
 - FY13 value = 3,547,990,080
- Due to the city reaching its primary levy limit, the City lost taxing capacity of \$900,515, however, the City's actual tax levy for FY13 was \$87,262,044 (\$1,437,708 under limit)
- FY13 Tax Levy Limit will be the starting point of calculating the estimated FY14 tax levy limit.

Revenues – Tax Levy

- **The Good News:**
 - The estimated tax levy for FY14 is \$83,936,632.
 - The actual tax levy from FY13 was \$87,262,044.
- Therefore, the amount needed in FY14 to balance the budget is estimated to DECREASE by \$3,325,412.

Revenues – Tax Levy

- **FY13 Tax Levy Limit = \$88,699,752**
- Add: 2 ½ of FY13 limit: 2,217,494
- Add: Estimated New Growth 1,000,000
- **FY14 Tax Levy Limit = \$91,917,246**
 - FY14 Levy Limit is an estimate
 - New Growth requires final approval from Department of Revenue (DOR) typically in November/December
 - FY14 New Growth estimated by Assessing Dept.
- The Tax Levy Limit is the maximum taxes that the City can raise as part of balancing its budget.

Revenues – Tax Levy

- **The Not So Good News:**
 - The City of Everett's Tax Levy Limit can again be adversely affected if the overall valuation of the City's property value decreases in FY2014 (also determined by DOR's Bureau of Local Assessment).
 - It is assumed that property values "bottomed out" in FY13 and that we are now beginning to see appreciation in the real estate market; however, it is imperative that the City monitor this situation closely and to maintain high levels of reserves to offset any further decreases.
- The Administration will be monitoring this situation closely throughout the year.

Revenues - Local Receipts

- **Local Receipts**
 - FY13 Estimated = \$6,162,000
 - Conservatively estimated based upon FY12 estimated receipts.
 - FY14 Projected = \$6,562,000
 - \$400,000 increase
 - Motor Vehicle Excise: 8% increase (\$200K)
 - Based upon a three year historical average
 - Interest on Taxes: 10.7% increase (\$75K)
 - Based upon a three year historical average
 - Licenses and Permits: 13.9% increase (\$75K)
 - Based upon a three year historical average

Revenues – State Aid

- It should be noted that the House Ways and Means has recommended its budget and it is SIGNIFICANTLY lower (\$3.4m) in State Aid.
- Most of the decrease is in the Chapter 70 account:
 - Governor's budget = \$57.8m
 - HWM budget = \$54.7m (\$3.1m decrease)
- Any decrease in Chapter 70 will decrease the net school spending minimum requirement for the City to the Everett Public Schools.
- The School Budget is based upon the Governor's numbers and will have to be adjusted if final Chapter 70 numbers fall below \$57.8m.
- Final Chapter 70 numbers are not typically available until June.

Revenues – State Aid

- **FY13 State Aid**
 - Ch 70: \$49.4m
 - UGGA: 5.8m
 - Charter: .9m
 - Other: .5m
 - **TOTAL: \$56.6m**
- **FY14 State Aid**
(Governor's budget)
 - Ch 70: \$57.8m
 - UGGA: 5.8m
 - Charter: .8m
 - Other: .8m
 - **TOTAL: \$65.2m**
- **Increase of \$8.6m in State Aid estimated for FY14**

Revenues = Other Financing Sources (OFS)

- In FY14, the Mayor will submit to the Council two orders to reduce the tax levy:
 - Free Cash Appropriation: \$1,000,000
 - A prudent use of free cash is not to fund operating budgets, but rather to use as a funding source to reduce the tax levy when appropriate.
 - Parking Department Appropriation: \$650,000
 - The funds collected from parking meters (receipts reserved for appropriation) will be used to fund all direct and indirect costs of the parking department beginning in FY2014 and beyond.

Revenues = Other Financing Sources

- FY2013**
 - Parking Dept: \$ 0
 - Free Cash: \$ 0
 - TOTAL: \$ 0
 - FY2014**
 - Parking Dept: \$.65m
 - Free Cash: \$ 1.0m
 - TOTAL: \$1.65m
- Parking Department receipts to pay for direct and indirect costs of parking department.
- One time Free Cash appropriation of \$1m to reduce the tax levy.

Revenues – Enterprise Funds

- What are the average water/sewer bills of comparable communities?
 - Everett: \$ 854
 - Boston \$1,198
 - Cambridge: \$1,360
 - Chelsea: \$1,456
 - Malden: \$1,223
 - Medford: \$1,549
 - Melrose: \$1,759
 - Revere: \$1,592
 - Somerville: \$1,428
- On average, a typical Everett household* will pay \$526 less than its surrounding communities.

**(90,000 gallons per MWRRA annual survey)*

Revenues – Enterprise Funds

- FY2013 Estimated**
 - Water/Sewer: \$15.5m
 - FY2014 Estimated**
 - Water: \$14.6m
- Rate adjustments were made in FY13 to eliminate general fund subsidy.
- FY13 revenue estimate was based upon forecasting for new rates.
- Actual revenues will be known once FY13 ends.
- New meter reading system and utility billing system will be implemented in FY14.
- No Rate increase needed in FY2014.
- FY14 revenues are conservative and attainable.
- Installation of new water meters throughout city will ensure all residents will be billed accurately for the water used.
- Full cost recovery of both direct and indirect costs are expected for FY14.

Financial Overview - Expenses

- Expenses of the City are broken into the following categories:
 - City Expenses: (General Government, Public Safety, Public Works, Human Services, and Culture/Recreation)
 - Fixed Costs (including Health Ins and Retirement)
 - Debt Service
 - Education
 - Enterprise Funds
 - State Assessments
 - Other Financial Uses

Expenses – City (no fixed costs)

- FY2013
 - General Gov: \$ 7.3m
 - Public Safety: 20.3m
 - City Svcs: 8.7m
 - Human Svc: 1.8m
 - Cult/Rec: 1.1m
 - TOTAL: \$39.2m
- FY2014 (estimated)
 - General Gov: \$ 5.3m
 - Public Safety: 21.7m
 - City Svcs: 8.5m
 - Human Svc: 2.0m
 - Cult/Rec: 1.2m
 - TOTAL: 38.6m
- The FY13 budget included \$1.1m appropriation to the Stabilization Fund.
- This represents a 1.45% decrease (\$569,271) in City Departmental budgets.

Expenses – Fixed Costs (excluding debt service)

- FY2013 budgeted:
 - Health Ins: \$17.9m
 - Retirement: 11.7m
 - Unemployment: 0.4m
 - W/C: 0.5m
 - Medicare: 0.9m
 - P&C Insurance: 1.0m
 - All other: .0m
 - TOTAL: \$32.4m
- FY2014 projected:
 - Health Ins: \$17.8m
 - Retirement: 12.1m
 - Unemployment: 0.4m
 - W/C: 0.7m
 - Medicare: 1.1m
 - P&C Insurance: 1.1m
 - All other: .0m
 - TOTAL: \$33.2m
- Fixed Costs are estimated to increase \$800k for FY14.
- Most of increase due to pension obligation and underfunded Medicare (FICA) tax budget.

Expenses – Schools (no fixed costs)

- FY2013 budget:
 - \$61,034,102
- FY2013 budget (supplemental):
 - \$1,371,087
- Total adjusted FY13 budget:
 - \$62,405,189
- FY2014 budget (est):
 - \$67,079,532
 - 7.5% increase (\$4,674,343)
- This increase is fully funded by projected increases in Chapter 70 funding:
 - The Schools are using the Governor's Chapter 70 figure
 - \$57.8m - Governor
 - \$54.7m - HWM

Fixed Costs – Health Insurance

- City Council adopted Health Care Reform Legislation in FY12
- City saved an estimated \$2.5 million in FY13.
- Per legislation, City has to share at least 25% with PEC.
- Savings were agreed to be used in the following manner:
 - Establishment of a Employee Health Care Mitigation Fund (EHMF) of \$60,000, with appropriations of \$450k, \$100k, and \$100k to be made in FY13, FY14 and FY15 respectively.
 - Funds above to reimburse employees 50% for inpatient, outpatient, and high tech imaging co-payments.
 - Establishment of a flexible spending account program (Section 125 plan) to allow employees to pay for eligible medical and child care expenses "pre-tax".
- The City will be able to offer a 0% increase in health insurance for FY14, due largely in part to the overall savings in costs as a result of negotiations.
- The City will also roll out an "opt-out" program for all employees, which is estimated to save over \$500,000 in FY14

Expenses – Debt Services

- FY2013
 - Long Term: \$6.1m
 - Short Term: \$.0m
 - TOTAL: \$6.1m
- This represents net General Fund Debt Service (including schools).
- MSBA reimburses \$1.8m to the City for three school projects
 - Lafayette: \$696k
 - Maddy English: \$630k
 - Hamilton: \$556k
- FY2014 - projected
 - Long Term: \$6.0m
 - Short Term: \$.1m
 - TOTAL: \$6.1m
- Estimated \$4m of bond anticipation notes will be sold by 6/30/13 for:
 - Road Reconstruction
 - Parlin Construction
 - Shute Library
 - Glendale Park
 - Water Meter Replacement
 - Enterprise Fund debt
 - Water Main Replacement
 - Enterprise Fund debt

Expenses – State Aid (assessments)

- FY2013
 - Total Assessment: \$10,012,636
- Breakdown (major accts):
 - Retired Teachers Health Insurance: \$1.9m
 - MBTA: \$2.6m
 - Charter School: \$5.2m
- FY2014
 - Total Assessment: \$10,255,649
 - Estimated on Governor's proposal: \$243k increase
- Breakdown (major accts):
 - Retired Teachers Health Insurance: \$1.9m
 - MBTA: \$2.6m
 - Charter School: \$5.2m

Expenses – Enterprise Funds

- FY2013
 - Water/Sewer: \$13.6m
- Major expenses:
 - MWRA = \$11.6m
 - Debt = \$617k
 - Salary = \$490k
 - Expense = \$819k
- FY2014
 - Water/Sewer: \$14.0m
- Major expenses:
 - MWRA = \$12.2m
 - Debt = \$652k
 - Salary = \$558k
 - Expense = \$606k

Expenses – Other expenses

- FY2013 = \$5.9m
 - Snow and Ice deficit: \$0
 - Overlay \$2m
 - Other amounts \$3.9m
 - Supplemental appropriations, deficits, and cherry sheet offsets
- FY2014 = \$1.09m
 - Snow and Ice deficit: \$700k
 - Overlay \$1.5m
 - Other amounts \$1.1m
 - Supplemental appropriations, deficits, and cherry sheet offsets

Other things to consider...

- Tax Agreement with Power Plant
 - Long term financial ramifications (\$15m per year, value "backed into" per agreement, adverse affect on levy).
 - Potential "modification" of agreement.
- OPEB liability = \$145.6 million
 - Need to adopt OPEB Liability Trust in FY2014.
 - Financial policies have been created to begin funding.
- Fixed Costs containment:
 - Pension Liability = \$115.7 million (per PERAC actuary).
 - 38% funded
 - FY14 assessment = \$12 million
 - Health Insurance
 - FY14 budget = \$18 million (actives and retirees)
- Total Cost ~ Health and Retirement = \$30 million for FY14.
- 18.7% of the general fund and enterprise fund budgets

Summary

- FY2014 budget is responsibly balanced.
- Reliance on tax levy budgeted to decrease by \$3.3m
- Health care savings and thoughtful financial planning are allowing us to make needed investments in public safety, public schools, technology and infrastructure.
- Establishment of new stabilization funds and adherence to financial policies will help maintain and improve our Aa3 bond rating and save on long term borrowing costs.
- Multi-year capital improvement plans, comprehensive enterprise fund budgets and five-year financial forecasting will allow the City to project what obstacles may lie ahead and to plan the optimal way to plan for future financial liabilities an to restore fiscal balance as needed.

Five Year Financial Forecast - Narrative

FY2013 through FY2017

Executive Summary

The five year financial forecast for the City of Everett is used as a budget tool that enables municipal officials to review operating needs, identify fiscal challenges and opportunities, and help develop long term budgeting policies as part of an overall strategic plan. The five year financial forecast is invaluable in identifying key areas that the City needs to focus on such as rising health insurance costs, retirement assessments, and collective bargaining agreements. It also helps the City plan for its capital budget, debt service management, and long term sustainability.

Financial forecasting is the process of projecting revenues and expenditures over a five to ten year period. Factors that affect forecasting are current and future economic conditions, collective bargaining agreements, future operating and capital scenarios, and other factors that affect future revenues and expenditures.

The five year financial forecast is also used as a communication tool for both the City Council and the public. The following pages in this document help the administration communicate the long term strategies, fiscal challenges, and overall financial health of the City of Everett to its stakeholders, including residents, business owners, and employees.

The five year forecast is assumed to be realistic in its assumptions, both for revenue and expenditures; however, the forecast is always evolving and is constantly updated as information becomes available. Revenue forecasting is based upon historical trends as well as current economic conditions. Expenditure forecasting is based upon the same factors, as well as known facts that pertain to specific sectors (i.e. collective bargaining agreements, long term contracts, debt service, etc.). Other important features of revenue and expenditure forecasting are as follows:

- Provides an understanding of available funding
- Evaluates financial risk
- Identifies future commitments and resource demands
- Assess the likelihood that services can be sustained
- Assesses the level at which capital investment can be made
- Identifies the key variables that cause change in the level of revenue

Further detail as to the forecasted revenues and expenses are as follows:

Revenues

Estimated Tax Levy Limit: \$91,917,246

The tax levy is the City's primary revenue source, comprising approximately 51% of the City's total general fund revenues. In FY2013, residential property values pay 56.6% of the total property taxes, while commercial, industrial, and personal property values pay 43.4%. The City has a split tax rate of 1.75, which translates to a residential rate of \$15.64/m. and commercial rate of \$43.04/m. for FY2013.

The City realizes an automatic 2.5% increase to the tax levy under Proposition 2 ½, plus any increase due to "new growth" in the City. New growth includes new development, condominium conversions, and renovations/expansions to existing properties, to name a few. The City's Assessor has values certified annually by the Department of Revenue's Division of Local Assessment. The City has typically averaged approximately \$1.4 million per year in new growth; however, it is recommended by the City's Assessor that the growth estimate to be used for FY2014 should be \$1,000,000.

Local Receipts: \$6,562,000

Local receipts are locally generated revenues other than real and personal property taxes. Examples include motor vehicle excise, investment income, fees, rentals, and charges. The City has increased its estimate for local receipts by 6.5% for FY2014, based upon historical three year averages for some local revenue sources, including motor vehicle excise, interest on taxes, and licenses/permits. All other local receipts, including meals tax, charges for services, and investment income are projected to be level with the FY2013 estimates.

For purposes of the five year financial forecast, it is estimated that local recurring receipts will increase by 1% for FY2015 - FY2017.

Cherry Sheet Revenue (State Aid): \$65,291,492

Named for the cherry colored paper on which it was originally printed, the Cherry Sheet is the official notification by the Commissioner of Revenue to municipalities and regional school districts of estimated state aid to be paid and charges to be assessed over the next fiscal year. Cherry Sheets are usually issued each spring, following enactment by the Legislature of the state budget for the following year.

This year, the Governor has increased the estimated state aid to the City of Everett by approximately \$8.7 million from the FY2013 amount. The Chapter 70 appropriation has been increased from \$49.4 million in FY2013 to \$57.8 million in FY2014, a 17.1% increase. Unrestricted General Government Aid (UGGA) has been level funded at \$5.8 million. The two accounts (Chapter 70 and UGGA) account for the lion's share of the cherry sheet dollars; as such, the total increase to State Aid for FY2014 will go up 15.2%.

It is difficult to rely on this aggressive Cherry Sheet Revenue disbursement due to the fact that these increases are tied to tax increases that are not likely to pass. As such, the House Ways and Means committee has cut the Governor's Chapter 70 figure by \$3.1 million (\$54.7 million). However, for budgeting purposes, primarily within the School Department, we are using the Governor's figure to meet the minimum net school spending requirements set by the Department of Elementary and Secondary Education (DESE). If the Chapter 70 appropriation is cut, the net school spending minimum requirement will most likely be cut dollar for dollar. The City will not know the final Chapter 70 figures until sometime in June.

Nevertheless, we need to assume a figure for purposes of completing the five-year financial forecast. Therefore, it is predicted that the State will increase the FY2014 appropriation by 3% each year through FY2017. The 3% will ultimately be based upon the final Cherry Sheet figures once they are set by the House and Senate.

School Building Assistance: \$1,882,459

The Massachusetts School Building Authority (MSBA) administers the school building assistance program that reimburses cities, towns, and regional school districts varying percentages of their school construction costs depending on the wealth of the community or district and the category of reimbursement. The City of Everett used this program toward the construction costs of three schools; the LaFayette, the Madeline English, and the Keverian.

In FY14, the amount of MSBA reimbursement is \$1,882,459. The amount of the reimbursement will remain the same throughout the five-year forecast.

Enterprise Fund Revenue: \$14,524,337

An enterprise fund, authorized by MGL Chapter 44, Section 53F ½ is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It 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, if any.

The City of Everett created an enterprise fund for the Water and Sewer Department in FY2012. For FY14, the administration is recommending no increase to the water and sewer rates. Based upon the MWRRA's annual survey of all MWRRA communities, Everett's overall average water and sewer bill is estimated to be \$854 per year, approximately \$526 less than the average of comparable surrounding communities, such as Chelsea, Cambridge, Malden, Revere, and Boston.

Water and Sewer rates are estimated to increase 5% per year for forecasting purposes, however this is based upon the assumption that MWRA assessments will rise at 5% per year also. MWRA Assessments make up \$12.2 of the \$14 million dollars of direct costs to the enterprise fund, and, as such, drive the lion's share of the operation.

Other Financial Resources – Recurring: \$1,650,000

The City has a “receipts reserve” accounts for parking meter and permit fees. It is proposed as part of the FY2014 budget that these receipts are used to fund the operations of the City’s Parking Department, similar to the Water and Sewer enterprise fund. Currently, the parking receipts account has over \$1,000,000. It is the recommendation of the Mayor that \$650,000 of this be appropriated “to reduce the tax rate”. It will reduce the tax rate because, absent of this appropriation, the operations of the Parking Department would have to be funded through taxes.

In summary, the City will look to use this special revenue account annually as a source of income to reduce the tax rate. It is estimated that the revenues generated will increase each year by 3%.

The Mayor is also requesting that \$1,000,000 of free cash to be used to lower the tax rate. This “other financing source” cannot be relied on each year, and therefore, is not budgeted in the future years.

Expenses

General Government: \$5,290,459

Departments under General Government include all of the financial offices and overhead support functions, including Mayor, City Council, accounting, assessing, legal, treasury, collector, purchasing, city clerk, etc. In FY14, the administration has budgeted \$400,000 in the Mayor's budget, which will go toward funding collective bargaining agreements in FY14. It is not known whether the \$400,000 will be enough to fund all contracts, therefore, supplemental appropriation may be necessary to fully fund any agreements that are reached in FY14. The Mayor's budget also has an appropriation of \$500,000 to fund capital improvements throughout the City, with the focus on parks and tot lots, as well as any extraordinary and unforeseen expenses needed for repairs to facilities and equipment.

The estimated expense increase for general government services for the City will be 3% for FY2015 through FY2017.

Public Safety: \$21,661,162

Departments under Public Safety include police, fire, inspectional services, parking, and emergency communications center. The estimated expense increase for public safety for the City will be 5% for public safety for FY2015 through FY2017. These increases are expected due to the historical costs of collective bargaining agreements for police and fire, including minimum staffing levels, as well as the costs for new hires that are presently funded from grants and will be assumed into the general operating budget of their respective departments.

City Services: \$8,514,915

Departments under City Services are facilities maintenance, highway, grounds, general operations, solid waste, and snow and ice removal. Estimated expense increases for public services are expected be 4% per year through FY2017.

Human Services: \$2,001,181

Departments under Human Services include the health department, council on aging, planning, human services, and veterans' services. Expenses in human services are projected to increase by 3% per year due to normal increases in salaries and expenses.

Cultural and Recreation: \$1,195,484

Departments under Cultural and Recreation include library and park & recreation. Expenses in Culture and Recreation are projected to increase by 3% per year due to normal increases in salaries and expenses.

Fixed Costs: \$33,007,859

Fixed costs are costs that are legally or contractually mandated such as health insurance, retirement assessment, Medicare, workers compensation, unemployment, and several other items. Fixed costs continue to be the biggest challenge in municipal budgets. They account for approximately 22.6% of the total budget in FY2014. Each fixed cost has its own projected increase over the five year forecast that reflects the average costs municipalities are seeing in each category. The projected increases for FY2015 through FY2017 for each fixed cost are as follows:

- Health Insurance: 8%
 - Average increase statewide over the last several years.
- Retirement Assessment: 6%
 - Estimated increases needed to fully fund liability by 2030.
- Medicare: 3%
 - Average increase in wages for City workers over the past several years.
- Municipal Insurance: 3%
 - Based upon historical figures.
- Employee Injuries: 5%
 - Reasonable estimate.
- Unemployment: 3%
 - Reasonable estimate.
- Non – Contributory Pension: -3%
 - Negative number due to the shrinking number of those retirees who are part of this group.

Fixed Costs – Debt Service: \$7,548,577

Debt service is the repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue. The overall debt service for the City is scheduled to decrease for existing debt; however, as part of our capital planning, we try to maintain a 2% increase in the total cost of debt service so that we can actively manage the replacement of vehicles and machinery, maintenance on existing buildings and infrastructure, and construction of new facilities.

Education: \$67,079,532

The School Committee oversees the budget process for the schools, and it has a bottom line budget of \$67,079,532 for FY2014, an increase of \$6,045,430 from the FY2013 appropriation of \$61,034,102. The FY2013 school budget was supplemented by \$1,371,087 in May of FY2013, as such, the final increase to the “adjusted” FY2013 budget is \$4,674,343, or 7.5%.

For financial forecasting purposes, we expect that the cost of education will increase the general fund budget by 5% per year in both personnel and non-personnel expenses. The Mayor and Superintendent continue to work on cost saving measures and shared services to ensure that the level of resources to the Everett Public Schools will be adequate to provide quality education to its students.

Water and Sewer Enterprise Fund Expenses: \$19,995,793

Expenses in the enterprise fund represent personnel, expenses, capital outlay, assessments, and debt service costs for the enterprise fund of the City. Expenses in the fund are projected to rise from FY2015 to FY2017 as follows:

- Water/Sewer Enterprise
 - Personnel: 3%
 - Expenses: 3%
 - Capital Outlay: 3%
 - MWRRA Assessments: 5%
 - Debt Service: per debt schedule (actual and projected)

Cherry Sheet Assessment: \$10,255,649

Named for the cherry colored paper on which it was originally printed, the Cherry Sheet is the official notification by the Commissioner of Revenue to municipalities and regional school districts of estimated state aid to be paid and charges to be assessed over the next fiscal year. Cherry Sheets are usually issued each spring, following enactment by the Legislature of the state budget for the following year.

The categories of charges include Charter School sending tuition, retired teacher’s health insurance, RMV non-renewal surcharge and MBTA assessment. This year’s overall assessments have increased by 2.3% (increase of \$231,269) from last year’s assessment of \$10,012,636. The most significant change in this assessment is the Charter School sending tuition, which increase \$359,434, or 6.9%.

It is projected that the Cherry Sheet assessment from the Commonwealth will increase 4% from FY2015 to FY2017.

Other Expenditures:

- Overlay: \$1,500,000
 - Overlay is an account established annually to fund anticipated property tax abatements exemptions and uncollected taxes in that year. It is anticipated that overlay will vary in its increases due to the triennial certifications of values per the DOR and the increased values of properties throughout the City. Typically, a municipality will increase its overlay on certification years (our triennial occurred in FY2013, and our overlay was \$2,026,426) due to the adjustments typically made to conform to all Massachusetts General Laws for assessing property taxes.
- Snow and Ice Deficit \$700,000
 - The winter season of FY2013 was rough, and, as such, we find ourselves with a substantial deficit. Public safety took precedent as the City not only had to plow the street, but also had to physically move snow from sidewalks to ensure safety for the school children walking to school. It is anticipated that future years will also have deficits. Therefore, the amount budgeted for snow and ice deficit for FY15 through FY17 is \$500,000.
- Cherry Sheet Offset: \$100,284
 - Offset receipts are receipts from the Cherry Sheet that are to be used for a specific purpose (school lunch and public library). These obligations are expected to increase 3% for FY2015 to FY2017.

Conclusion

The City of Everett, like all municipalities throughout the Commonwealth, continue to struggle with rising fixed costs, a sluggish economy, and contractual obligations that make balancing budgets very challenging. In most cases, Proposition 2 ½, the law that regulates the increases a municipality can increase its property taxes, does not allow for property tax revenue to keep up with the costs of doing business.

The five year financial forecast is a tool that helps us best manage the challenges. It is a tool that uses reasonable estimates in both revenue and expenditure trends while considering the overall economic picture of the current times. The goal is to project revenues and expenditures up to five years into the future which will help the administration analyze where current trends are leading and estimate if money will be available for discretionary spending such as capital purchases, collective bargaining settlements, and new municipal programs. It also will help identify those “budget buster” items that need reform from the local or state government.

The five year forecast, combined with the capital improvement program and FY2014 budget will continue to be the basis for all future financial planning for the City of Everett.

REVENUES	% INC/DEC FY13 v FY14	% INC/DEC FY15-FY17	FY13 RECAP	FY14 Mayor's Rec	FY15 PROJECTED	FY16 PROJECTED	FY17 PROJECTED
TAX LEVY							
PRIOR YEAR LEVY LIMIT			85,932,541	88,699,752	91,917,246	95,215,177	98,595,556
PROPOSITION 2.5 INCREASE TO LEVY		2.50%	2,148,314	2,217,494	2,297,931	2,380,379	2,464,889
NEW GROWTH	-34.19%	varies	1,519,412	1,000,000	1,000,000	1,000,000	1,000,000
LEVY LIMIT			89,600,267	91,917,246	95,215,177	98,595,556	102,060,445
LEVY CEILING	3.63%	4.00%	88,699,752	91,917,246	95,593,936	99,417,693	103,394,401
TOTAL: LOCAL RECEIPTS	6.49%	1.00%	6,162,000	6,562,000	6,627,620	6,693,986	6,760,895
CHERRY SHEET REVENUE	15.28%	3.00%	56,637,295	65,291,492	67,250,237	69,267,744	71,345,776
SCHOOL BLDG ASSISTANCE	0.00%	per SBA	1,882,459	1,882,459	1,882,459	1,882,459	1,882,459
OTHER FINANCING SOURCES (OFS) - RECURRING			2,388,329	1,850,000	669,500	689,585	710,273
TOTAL ENTERPRISE FUND REVENUE	-6.07%	5.00%	15,462,319	14,524,397	14,960,067	15,408,869	15,871,135
GRAND TOTAL: ALL REVENUES	6.19%	varies	171,232,154	181,827,534	186,605,060	192,538,110	198,630,923
EXPENDITURES							
TOTAL: GENERAL GOVERNMENT	-27.20%	3.00%	7,267,145	5,290,459	5,449,173	5,612,648	5,781,027
TOTAL: PUBLIC SAFETY	6.55%	5.00%	20,330,428	21,661,162	22,691,720	24,146,306	25,347,221
TOTAL: CITY SERVICES	-2.18%	4.00%	8,704,779	8,514,915	8,855,512	9,209,732	9,578,121
TOTAL: HUMAN SERVICES	12.30%	3.00%	1,782,005	2,001,181	2,061,216	2,123,053	2,186,745
TOTAL: CULTURAL AND RECREATIONAL	4.13%	3.00%	1,148,115	1,195,484	1,231,349	1,268,289	1,306,338
SUBTOTAL - CITY DEPARTMENT COSTS	-1.45%	varies	39,232,472	38,663,201	40,288,969	42,360,028	44,199,452
FIXED COSTS							
RETIREMENT OF LONG TERM CAPITAL DEBT PRINCIPAL	2.85%	varies	5,264,416	5,414,416	5,827,663	5,966,993	6,050,781
RETIREMENT OF LONG TERM CAPITAL DEBT INTEREST	-11.18%	varies	2,306,451	2,048,499	2,064,514	1,837,244	1,579,600
SHORT TERM DEBT INTEREST	756.62%	0.00%	10,000	85,662	85,662	85,662	85,662
EVERETT RETIREMENT ASSESSMENT	2.65%	6.00%	11,647,309	11,955,980	12,673,339	13,433,739	14,239,763
NON-CONTRIBUTORY PENSION	-6.67%	-3.00%	112,500	105,000	101,850	98,785	95,831
UNEMPLOYMENT COMPENSATION	0.00%	3.00%	400,000	400,000	412,000	424,360	437,091
EMPLOYEE INSURANCE - HEALTH	-0.30%	8.00%	17,839,344	17,786,404	19,209,316	20,746,062	22,405,747
FICA (Medicare 1.45%)	16.67%	3.00%	900,000	1,050,000	1,081,500	1,113,945	1,147,363
EMPLOYEE INJURIES	16.89%	5.00%	530,000	619,500	650,475	682,999	717,149
PROPERTY/LIABILITY INSURANCE	5.33%	5.00%	1,032,000	1,087,000	1,141,350	1,198,418	1,258,338
SUBTOTAL - FIXED COSTS (CITY & SCHOOL)	1.27%	varies	40,042,020	40,552,461	43,247,659	45,588,206	48,017,325
SUBTOTAL - SCHOOL DEPARTMENT	9.91%	5.00%	61,034,102	67,079,532	70,433,509	73,955,184	77,652,943
SUBTOTAL: GENERAL FUND	4.27%	varies	140,308,594	146,295,194	153,970,137	161,903,418	169,889,720
SUBTOTAL: WATER/SEWER ENTERPRISE	2.89%	varies	13,589,373	13,995,793	14,386,244	14,995,855	15,649,689
SUBTOTAL: CITY, SCHOOL, AND ENTERPRISE	4.15%	varies	153,897,967	160,290,987	168,356,381	176,899,273	185,519,409
SUBTOTAL: OTHER EXPENDITURES	-14.72%	4.00%	16,896,479	13,555,933	14,098,170	14,662,097	15,248,581
GRAND TOTAL: ALL EXPENDITURES	2.39%	varies	169,794,446	173,846,920	182,454,551	191,561,370	200,767,990
EXCESS CAPACITY			1,437,708	7,980,614	4,150,509	976,740	-2,137,067

Article 6

FINANCE AND FISCAL PROCEDURES

SECTION 6-1: FISCAL YEAR

The fiscal year of the city shall begin on the first day of July and shall end on the last day of June, unless another period is required by general law.

SECTION 6-2: ANNUAL BUDGET POLICY

The mayor shall call a joint meeting of the city council and school committee, to include the superintendent of schools, before the commencement of the budget process to review financial condition of the city, revenue and expenditure forecasts, and other relevant information prepared by the mayor in order to develop a coordinated budget.

SECTION 6-3: SUBMISSION OF OPERATING BUDGET; BUDGET MESSAGE

At least 45 days before the beginning of the fiscal year, the mayor shall submit to the city council a proposed operating budget for all city agencies, which shall include the school department, for the ensuing fiscal year with an accompanying budget message and supporting documents. The budget message submitted by the mayor shall explain the operating budget in fiscal terms and in terms of work programs for all city agencies. It shall outline the proposed fiscal policies of the city for the ensuing fiscal year, describe important features of the proposed operating budget and include any major variation from the current operating budget, fiscal policies, revenues and expenditures together with reasons for these changes. The proposed operating budget shall provide a complete fiscal plan of all city funds and activities and shall be in the form the mayor deems desirable. The school budget, as adopted by the school committee shall be submitted to the mayor at least 30 days before the submission of the proposed operating budget to the city council. The mayor shall notify the school committee of the date by which the proposed budget of the school committee shall be submitted to the mayor. The mayor and the superintendent of schools shall coordinate the dates and times of the school committee's budget process under the General Laws.

SECTION 6-4: ACTION ON THE OPERATING BUDGET

(a) *Public Hearing* – The city council shall publish in at least 1 newspaper of general circulation in the city a notice of the proposed operating budget as submitted by the mayor. The notice shall state (1) the times and places where copies of the entire proposed operating budget are

available for inspection by the public, and (2) the date, time and place not less than 14 days after its publication, when a public hearing on the proposed operating budget will be held by the city council.

(b) *Adoption of the Budget* – The city council shall adopt the proposed operating budget, with or without amendments, within 45 days following the date the proposed budget is filed with the city clerk. In amending the proposed operating budget, the city council may delete or decrease any amounts except expenditures required by law, but except on the recommendation of the mayor, the city council shall not increase any item in or the total of the proposed operating budget, unless otherwise authorized by the general laws. If the city council fails to take action on any item in the proposed operating budget within 45 days after its receipt, that amount shall, without any action by the city council, become part of the appropriations for the year, and be available for the purposes specified.

Financial Reserve Policies

Stabilization Fund

A stabilization fund is a fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of the city council is required to establish, amend the purpose of, or appropriate money from the stabilization fund.

The City has set a target level for the Stabilization fund of 10% of the City's current general fund operating budget (\$14 million based on 2013 budget). The target funding date is projected to occur by fiscal year 2017. The stabilization fund shall be funded by appropriations from free cash, operating budget appropriations when available, and other one time non-recurring revenues that become available for appropriation per M.G.L.

1. Any draw down of the stabilization fund from the prior fiscal year should be allocated from the certified free cash if available.
2. Fifteen percent (15%) of any free cash available after funding #1 above will be allocated from free cash to the stabilization fund, up to the proposed reserve balance of the stabilization fund (10% of operating budget).

The stabilization fund should only be used for the following circumstances:

1. When net State Aid (receipts less assessments) is reduced by an amount less than the average of the prior two years.
2. When Local Receipts projected are below a three per cent (3%) increase of the prior two year's actual receipts as reported on page three of the Tax Rate Recapitulation as certified by the Director of the Bureau of Accounts (excluding non-recurring receipts).
3. When there is a catastrophic or emergency event(s) that cannot be supported by current general fund appropriations.

It is the intention of the administration to adopt and adhere to this policy commencing with the certification of the FY2013 free cash (FY2014). As it stands today, the balance of the City's Stabilization Fund is \$10,144,126.

Retirement Stabilization Fund

The Retirement Stabilization Fund will be used to fund all appropriations for sick, vacation and other accrued time earned by an employee as regulated by collective bargaining agreements or City of Everett policy for non-union and management employees. When budget season begins, the CFO will request each department to determine if there are any employees in their department who may be retiring. Departments (including Everett Public Schools) will submit list of employees and the anticipated amounts of each employee's retirement buyout.

The CFO will calculate the cumulative amount of anticipated retirement dollars needed for the following year's budget and incorporate the amount into the Mayor's recommended budget submitted to Council. Starting in Fiscal year 2014, a line item will be added to the budget to account for retirement anticipations. This line item will be reviewed and voted on by the City Council as it does with other budgets.

Once Council approves the budget, the funds would be booked into the Retirement Stabilization Fund as voted. Appropriations both into and from the Retirement Stabilization Fund will require a 2/3 vote of the City Council.

1. The fund shall be limited to 10% of the prior year's tax levy (FY2013 limit would be \$8.8 million).
2. All interest earned in the Retirement Stabilization Fund will stay with the Fund.

Any appropriations that are not used during the fiscal year will be carried over into the next fiscal year as a fund balance. All employees who are on the list will then be compensated at retirement for their accrued sick, vacation, and other benefits that they are entitled once approved by both Human Resources and the Department Head (City) or the School Business Administrator (School).

If an employee retires that was not anticipated (nor budgeted for in the Retirement Stabilization Fund), the department head shall submit a request to the Mayor for a supplemental appropriation for the amount due to the employee who is retiring. The Mayor and CFO will consider the request and fund it from surplus Retirement Stabilization funds, other available funds or have the department fund the costs within their operating budget if other funds are unavailable. Such requests may take up to 90 days to pay to retiree if not anticipated or funded during the normal budget process.

The Administration will be forwarding a council order during the FY2014 budget presentation to establish this fund and will begin to fund it as part of the FY2015 budget season.

Other Post Employment Benefit (GASB 45)

The City is mandated by the Governmental Accounting Standards Board (GASB) to start accounting for Other Post Employment Benefit (OPEB) as outlined in statement 45. In FY2013, the Administration will bring forward a council order to adopt Massachusetts General Law (MGL) Chapter 32b, Section 20 (OPEB Liability Trust Fund local option). The purpose of the fund will be to reduce the unfunded actuarial liability of health care and other post-employment benefits, similar to the way the City funds its unfunded actuarial liability for pension benefits.

The custodian of the fund will be the City Treasurer/Collector and funds shall be invested and reinvested by the custodian consistent with the prudent investor rule set forth in chapter 203C. The custodian may employ an outside custodial service to hold the monies in the fund.

The City may appropriate amounts to be credited to the fund. Any interest or other income generated by the fund shall be added to and become part of the fund. Amounts that a governmental unit receives as a sponsor of a qualified retiree prescription drug plan under 42 U.S.C. section 1395w-132 (Medicare D) may be added to and become part of the fund. All monies held in the fund shall be segregated from other funds and shall not be subject to the claims of any general creditor of the City.

The administration anticipates funding this account through annual appropriation from certified free cash, with fifteen percent (15%) of any free cash certified allocated to the OPEB Liability Reserve Fund, to fund the future liability of current worker's post employment benefits (other than retirement pension). This includes the cost of health, life, and dental benefits.

The amount to be funded for GASB 45 is to be determined by an actuarial study that is to be performed bi-annually by an independent firm hired by the CFO. This report will be distributed to the City Council upon completion. The unfunded liability for the City for OPEB as of the last actuarial study is \$145,636,000.

Capital Improvement Fund

The City of Everett currently uses a capital project fund appropriated in the Mayor's budget to supplement the Capital Improvement Program of the City. For FY2014, the administration will recommend establishing a Capital Improvement Stabilization Fund (MGL Ch. 40 Sec. 5b) to fund extraordinary and unforeseen capital repairs and acquisitions.

This fund will require a two-thirds vote of the City Council and the vote must clearly define the purpose of the fund. This fund will be used to cover the costs of capital items of the city, including maintenance and repair of municipal buildings, infrastructure, facilities, and equipment. It is anticipated that funding for the CIP Stabilization Fund as follows:

1. Twenty percent (20%) of any free cash available after funding #1 above will be allocated from free cash to the Capital Improvement Program (CIP) Fund.

These funds can be used not only for emergency repairs during the fiscal year, but also to fund future capital needs as part of the five year capital improvement plan and one year capital budget that will be submitted to the City Council annually as part of the annual budget process.

Free Cash

Free cash is the remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax rate recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. Free cash is not available for appropriation until certified by the Massachusetts Director of Accounts. Free cash is the term used for a community's funds that are available for appropriation. Once free cash is certified, it is available for appropriation by City Council.

Free cash may be used for any lawful municipal purpose and provides communities with flexibility to fund additional appropriations after the tax rate has been set. Free cash balances do not necessarily carry forward to the next fiscal year (July 1st); the Director's certification expires on June 30th at the end of the fiscal year.

The City's policy is to use free cash for reserves, capital, and special uses in accordance with the policies set forth by the Mayor and CFO as stated above. Any free cash available after funding the above may be used to augment trust funds related to fringe benefits and unfunded liabilities related to employee benefits, including Health Insurance Trust Fund, Workers' Compensation Fund, Unemployment Fund, and any health benefits payable through Police and Fire operating budgets (111f settlements). Free Cash available may also be used to augment general fund appropriations for expenses that increased due to extraordinary and/or unforeseen events as detailed by the department head of the affected budget.

Retained Earnings – Water/Sewer Enterprise Fund

Retained Earnings is the portion of Net Assets Unrestricted that is certified by the Department of Revenue as available for appropriation. Certification requires submission of a June 30 balance sheet accompanied by all information necessary to calculate free cash in the General Fund. Once certified, retained earnings may be appropriated through the following June 30 and no appropriation may be in excess of the certified amount.

Retained earnings may be appropriated to:

1. Fund direct costs of the enterprise for the current fiscal year;
2. Fund costs appropriated in the General Fund operating budget and allocated to the enterprise for the current fiscal year;
3. Reimburse the General or other fund for subsidized capital costs of the enterprise not already reimbursed for the two full, immediately prior, fiscal years.

The City of Everett, as a policy, will generally use Water & Sewer retained earnings to fund capital improvements that may come up during the fiscal year as well as emergency repairs needed due to water or sewer main breaks or other related repairs. Some capital equipment may be funded during the year from these as well.

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

111 - CITY COUNCIL		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
PERSONNEL							
01-111-1-5111	SALARIES	\$228,590.87	\$233,720.00	\$194,002.16	\$52,320.00	\$52,320.00	
01-111-1-5143	LONGEVITY	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	
01-111-1-5191	STIPENDS	\$0.00	\$0.00	\$0.00	\$194,200.00	\$194,200.00	
PERSONNEL Total:		\$229,190.87	\$234,320.00	\$194,602.16	\$247,120.00	\$247,120.00	
EXPENSES							
01-111-2-5280	LEASE OF EQUIPMENT	\$2,580.63	\$3,000.00	\$1,128.89	\$3,000.00	\$3,000.00	
01-111-2-5346	ADVERTISING	\$5,255.59	\$3,180.00	\$374.00	\$3,180.00	\$3,180.00	
01-111-2-5420	OFFICE SUPPLIES	\$3,297.42	\$3,500.00	\$1,171.08	\$1,500.00	\$1,500.00	
01-111-2-5785	OTHER EXPENSES	\$0.00	\$0.00	\$0.00	\$24,000.00	\$24,000.00	
EXPENSES Total:		\$11,133.64	\$9,680.00	\$2,673.97	\$31,680.00	\$31,680.00	
111 CITY COUNCIL Total:		\$240,324.51	\$244,000.00	\$197,276.13	\$278,800.00	\$278,800.00	

111 CITY COUNCIL / LEGISLATIVE DEPARTMENT

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 14			APPROPRIATION	FY 14	
				FTE	DEPT	MAYOR		DEPT	MAYOR
				STAFF	REQ	REC	FY 13	REQUEST	REC
01-111-1-5111	Administrative Assistant/Office Manager	UNCL	35	1	1	1	\$52,320	\$52,320	\$52,320
01-111-1-5191	Clerk of Committees - Part Time	UNCL		0	0	0	\$27,000	\$30,000	\$30,000
01-111-1-5191	Clerk of Common Council - Part Time	UNCL		0	0	0	\$5,000	\$7,000	\$7,000
01-111-1-5191	Aldermen - Part Time	UNCL		0	0	0	\$50,400	\$25,200	\$25,200
01-111-1-5191	Common Council - Part Time	UNCL		0	0	0	\$99,000	\$49,500	\$49,500
01-111-1-5191	Newly Elected Councilors	UNCL		0	0	0	\$0	\$82,500	\$82,500
111	City Council / Legislative Department TOTAL			1	1	1	\$233,720	\$52,320	\$52,320
							Longevity (5143)	\$600	\$600
							Stipend (5191)	\$194,200	\$194,200

Mayor's Office Mission Statement

The Mayor serves as the Chief Executive Officer of the City of Everett. His office is responsible for the management and administration of all aspects of municipal government, from city services to public safety.

As the Mayor, Mayor DeMaria oversees the City's budget and all municipal employees. The Mayor appoints and supervises department heads, addresses constituents' concerns, prepares and submits the annual budget to the City Council, prepares and submits the Capital Improvement Plan to the City Council, represents the interests of the City at the local, state and federal levels, and promotes the City at local and statewide events and meetings.

The Mayor and his staff respond to all resident inquiries and issues regarding all aspects of government. The Mayor's office is also tasked with drafting, planning and implementing programming and legislation that improves the quality of life for Everett residents.

The Mayor's office also collaborates with other departments, local officials and residents to further the interests of the City.

The mission of the Mayor's office is to enhance the effectiveness of the City of Everett by streamlining customer service and municipal services through technology and by demanding first-class customer service from all employees.

The Mayor has pledged to continue to make capital improvements to the City of Everett in order to maintain our infrastructure and build value in the City.

The Mayor will continue to support our public safety personnel with both additional personnel and equipment in order to maintain our safe streets and buildings.

City of Everett
Everett Budget Council Worksheet
 FY14 Budget

121 - MAYOR		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
PERSONNEL							
01-121-1-5111	SALARIES	\$323,413.04	\$414,080.00	\$326,426.68	\$470,652.00	\$470,652.00	
01-121-1-5113	PART TIME SALARIES	\$0.00	\$0.00	\$0.00	\$34,652.00	\$34,652.00	
01-121-1-5143	LONGEVITY	\$0.00	\$400.00	\$400.00	\$800.00	\$800.00	
PERSONNEL Total:		\$323,413.04	\$414,480.00	\$326,826.68	\$506,104.00	\$506,104.00	
EXPENSES							
01-121-2-5300	PROFESSIONAL SERVICES	\$7,328.07	\$7,000.00	\$6,094.30	\$7,500.00	\$7,500.00	
01-121-2-5340	TELECOMMUNICATIONS	\$1,881.42	\$2,200.00	\$2,720.13	\$2,200.00	\$2,200.00	
01-121-2-5346	ADVERTISING	\$29,492.61	\$35,000.00	\$26,803.30	\$35,000.00	\$35,000.00	
01-121-2-5420	OFFICE SUPPLIES	\$4,342.94	\$4,750.00	\$4,081.34	\$4,750.00	\$4,750.00	
01-121-2-5427	NATIONAL LEAGUE OF CITIES	\$3,258.00	\$3,500.00	\$0.00	\$3,500.00	\$3,500.00	
01-121-2-5700	RECOGNITION AND AWARDS	\$3,107.07	\$3,000.00	\$106.47	\$3,000.00	\$3,000.00	
01-121-2-5710	MEETINGS/TRAVEL - AUTO HIRE	\$724.87	\$0.00	\$0.00	\$0.00	\$0.00	
01-121-2-5715	IN-STATE-TRAVEL	\$0.00	\$5,200.00	\$4,300.00	\$5,200.00	\$5,200.00	
01-121-2-5720	OUT-OF-STATE TRAVEL	\$0.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	
01-121-2-5730	DUES-MASS MUNICIPAL ASSOC	\$9,570.00	\$9,900.00	\$9,714.00	\$9,900.00	\$9,900.00	
01-121-2-5732	DUES-US CONFERENCE OF MAYORS	\$3,489.00	\$3,800.00	\$3,489.00	\$3,800.00	\$3,800.00	
01-121-2-5734	DUES-METRO MAYOR	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
01-121-2-5796	OFFICIAL CELEBRATIONS	\$35,645.51	\$31,000.00	\$25,914.30	\$31,000.00	\$31,000.00	
EXPENSES Total:		\$108,839.49	\$117,350.00	\$95,222.84	\$118,350.00	\$118,350.00	
SPECIAL APPROPRIATIONS							
01-121-4-5320	AFTER SCHOOL PROGRAM	\$83,698.84	\$85,000.00	\$33,029.28	\$85,000.00	\$85,000.00	
01-121-4-5800	CITY CAPITAL IMPROVEMENTS PLAN	\$844,999.61	\$1,962,454.38	\$1,161,103.08	\$500,000.00	\$500,000.00	
SPECIAL APPROPRIATIONS Total:		\$928,698.45	\$2,047,454.38	\$1,194,132.36	\$585,000.00	\$585,000.00	

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

121 - MAYOR									
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved		
SPECIAL PURPOSES									
01-121-7-5795	RESERVE FUND	\$0.00	\$750,000.00	\$0.00	\$400,000.00	\$400,000.00			
SPECIAL PURPOSES Total:		\$0.00	\$750,000.00	\$0.00	\$400,000.00	\$400,000.00			
TRANSFERS OUT									
01-121-9-5968	STABILIZATION TRUST FUND	\$0.00	\$1,100,000.00	\$0.00	\$0.00	\$0.00			
TRANSFERS OUT Total:		\$0.00	\$1,100,000.00	\$0.00	\$0.00	\$0.00			
121 MAYOR Total:		\$1,360,950.98	\$4,429,284.38	\$1,616,181.88	\$1,609,454.00	\$1,609,454.00			

121 MAYOR'S OFFICE

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR FTE		DEPT REQUEST	MAYOR REC
01-121-1-5111	Mayor	UNCL	35	1		1	1	\$85,000	\$95,000	\$95,000
01-121-1-5111	Chief of Staff	A-18	35	1		1	1	\$83,430	\$101,000	\$101,000
01-121-1-5111	Legislative Aide	A-11	35	1		1	1	\$54,125	\$0	\$0
01-121-1-5111	Office Manager	A-9	35	1		1	1	\$51,603	\$52,377	\$52,377
01-121-1-5111	Secretary	A-8/1	35	1		1	1	\$85,797	\$44,613	\$44,613
01-121-1-5111	Secretary	A-8/1	35	1		1	1	\$54,125	\$43,540	\$43,540
01-121-1-5111	Constituent Services Aide	A-8/1	35	1		1	1		\$42,897	\$42,897
01-121-1-5111	Constituent Services Aide - PT	UNCL	25	0.71		0.71	0.71		\$30,296	\$30,296
01-121-1-5111	Constituent Services Aide - PT	UNCL	25	0.71		0.71	0.71		\$41,855	\$41,855
01-121-1-5111	Constituent Services Aide - PT	UNCL	20	0		0.57	0.57		\$19,074	\$19,074

121 Mayor's Office TOTAL

8.43	9.00	9.00	\$414,080	\$470,652	\$470,652
			Part Time (5113)	\$34,652	\$34,652
			Longevity (5143)	\$800	\$800

Auditing Department Mission Statement

To present a complete and accurate statement of the City's financial condition. The Auditing department is the "watchdog" for City spending, ensuring that all financial and accounting activities correspond with the City Charter and adhere to State and Federal laws.

The Auditing Department's FY2014 goals are to:

Create a consolidated "Department of Financial Services" departments that will create a Chief Financial Officer (CFO) position that will coordinate the City's finance departments, including Auditing, Budgeting, Treasury, Collections, Assessing, Purchasing, and Parking, as well as improve communications amongst all city departments as well as the public.

Work with the Governmental Finance Officers Association (GFOA) on having the City of Everett's budget document awarded the "GFOA's Distinguished Budget Presentation Award" for its annual budget. This award reflects the commitment of the administration and staff to meet the highest principles of governmental budgeting by assessing how well the City's budget serves as a policy document, financial plan, operations guide, and communications device.

Overhaul the City's use of technology for doing business in the City, both internally and externally, including:

- Implementation of new financial software (Softright) that will overhaul the internal structure of the accounting, collecting, billing, and utility (water and sewer) systems.*
- Implementation of credit card acceptance within City Hall and any other departments that would be best served with such capability*
- Implementation of an enhanced online bill payment system that is simplified and customer friendly to reduce cash transactions and increase efficiencies within departments.*

Creation of Financial Reserve Policies that will guide the administration in policy decisions regarding Stabilization, Free Cash, Retained Earnings (Water/Sewer Enterprise) and Capital Improvement funds.

Create new funds, and set new policy for Other Post Employment Benefits (OPEB) liability Trust fund (MGL 32/20) and Retirement Anticipation Trust fund (MGL 40/5B).

Perform Citywide fraud risk assessment as well as specific departmental audits where deemed needed.

Professionalize governmental financial operations wherever possible.

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

135 - CITY AUDITOR

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-135-1-5111	SALARIES	\$192,334.09	\$246,444.00	\$157,788.11	\$238,157.00	\$238,157.00	
01-135-1-5130	OVERTIME	\$0.00	\$325.00	\$324.85	\$325.00	\$325.00	
01-135-1-5143	LONGEVITY	\$1,000.00	\$1,000.00	\$0.00	\$400.00	\$400.00	
PERSONNEL Total:		\$193,334.09	\$247,769.00	\$158,112.96	\$238,882.00	\$238,882.00	

EXPENSES							
01-135-2-5240	EQUIPMENT MAINTENANCE	\$125.00	\$250.00	\$185.00	\$250.00	\$250.00	
01-135-2-5307	AUDIT/PROFESSIONAL SVCS	\$63,763.25	\$90,000.00	\$81,689.90	\$120,000.00	\$100,000.00	
01-135-2-5420	OFFICE SUPPLIES	\$896.36	\$925.00	\$812.97	\$2,000.00	\$2,000.00	
01-135-2-5429	SOFTWARE ACQUISITION	\$279.00	\$425.00	\$0.00	\$0.00	\$0.00	
01-135-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	
01-135-2-5785	MISC OTHER EXPENSES	\$0.00	\$350,000.00	\$21,296.98	\$85,000.00	\$85,000.00	
EXPENSES Total:		\$65,063.61	\$441,600.00	\$103,984.85	\$209,750.00	\$189,750.00	

135 - CITY AUDITOR Total:		\$258,397.70	\$689,369.00	\$262,097.81	\$448,632.00	\$428,632.00	
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135 CITY AUDITOR

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE STAFF	DEPT FTE REQ	MAYOR FTE REC	APPROPRIATION	DEPT REQUEST	MAYOR REC
01-135-1-5111	City Auditor / Chief Financial Officer	UNCL	35	1	1	1	\$103,000	\$103,000	\$103,000
01-135-1-5111	Assistant City Auditor	A-13/3	35	1	1	1	\$62,943	\$63,887	\$63,887
01-135-1-5111	Administrative Assistant	A-6U/3	35	1	1	1	\$42,767	\$44,322	\$44,322
01-135-1-5111	Senior Account Clerk	C-3U/6	20	1	0.57	0.57	\$37,734	\$26,948	\$26,948
135	City Auditor TOTAL			4	3.57	3.57	\$246,444	\$238,157	\$238,157

Longevity (5143)

\$400

Budget Office Mission Statement

The primary responsibility of the Budget Office is to prepare the annual operating and capital budgets for submission by the Mayor to the City Council as required by Chapter 44 of the Massachusetts General Laws. In order to produce a fiscally sound budget for an upcoming fiscal year, it is necessary to consistently monitor and analyze the activities of the current fiscal year as well as those of prior fiscal years to detect trends in both revenue and expenditure categories which may have an impact on future budgets.

The Budget Office's goals are to:

- Develop a performance based budget which contains quantifiable performance measures and concise statements of services. This includes reviews with city departments to develop new performance measures and goals, as well as tables and charts to reflect work measures. In addition, the Budget Office conducts several meetings/reviews per department while developing the annual budget.*
- Provide training for city departments and individual employees on inquiry and reporting functions of SoftRight software in order to enhance the capacity of departments to manage their budgets.*
- Provide information about Budget Office operations, policies, procedures and publications on the city's website.*
- Organize fiscal meetings to enhance communication between the other city departments concerning financial policies and procedures and opportunities for collaboration.*
- Keeping abreast of cost-saving initiatives.*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

137 - BUDGET		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
PERSONNEL							
01-137-1-5111	SALARIES	\$91,723.22	\$65,147.00	\$53,621.68	\$65,147.00	\$66,125.00	
01-137-1-5143	LONGEVITY	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	
PERSONNEL Total:		\$91,723.22	\$65,147.00	\$53,621.68	\$65,947.00	\$66,925.00	
EXPENSES							
01-137-2-5420	OFFICE SUPPLIES	\$246.35	\$650.00	\$180.86	\$1,000.00	\$1,000.00	
01-137-2-5700	PRINTING BUDGET DOCUMENTS	\$1,159.44	\$1,300.00	\$414.65	\$1,800.00	\$1,800.00	
EXPENSES Total:		\$1,405.79	\$1,950.00	\$595.51	\$2,800.00	\$2,800.00	
137 BUDGET Total:		\$93,129.01	\$67,097.00	\$54,217.19	\$68,747.00	\$69,725.00	

137 BUDGET MANAGEMENT		PERSONNEL SERVICES		POSITION		CLASS/STEP		HOURS		FY 13 FTE STAFF		FY 14 DEPT FTE REQ		FY 14 MAYOR FTE REC		FY 13 APPROPRIATION		FY 14 DEPT REQUEST		FY 14 MAYOR REC	
01-137-1-5111	Budget Director					A-13/4		35		1		1		1		\$65,147		\$65,147		\$66,125	
137	Budget Management TOTAL									1		1		1		\$65,147 Longevity		\$65,147 \$800		\$66,125 \$800	

Purchasing Department Mission Statement

To assist all departments in the City of Everett with the procurement of supplies and services at the lowest cost in relation to the quality and service rendered, while complying with the rules and regulations of the Commonwealth of Massachusetts, the City of Everett and sound business practice.

The Purchasing Department's goals are to:

- Provide an efficient means for procuring goods and services*
- Explore ways to make the Purchasing Department webpage more efficient, user friendly and informative*
 - research other purchasing websites*
 - work with city web provider to implement new ideas*
- Introduce new purchasing policies to city staff*
 - create a Purchasing Policy and Procedures guidebook and distribute to all departments in both electronic and hard copy*
- Selling of surplus goods and equipment*
 - start working with online auction site Municibid.com to advertise and sell surplus items*
 - continue to poll departments to determine what supplies/equipment they may have available for surplus*
- Work on procuring an Energy Savings Contract to save city money on utility bills while updating the city's buildings*
- Attend Massachusetts Association of Public Purchasing Official meetings to keep current with the Commonwealth's purchasing guidelines, requirements and laws. Obtain credits towards certification requirements as a MA Certified Public Purchasing*
 - Increase revenue streams for the city*
 - aggressively selling surplus goods and equipment on auction website*
 - research other bid/RFP opportunities that can bring revenue into city*
 - work with the CFO to implement a system where vendors who accept E-Procurement Card to maximize the rebate offered through the Bank of America E-Payables Program*
- Explore more ways to purchase goods and services on a regional basis so as to receive better quotes/prices and to save the city*
 - Save money and/or reduce costs*
 - research bids/RFP opportunities that will save Everett money*
 - continue to aggressively monitor purchases from all departments to assure that all purchases for goods/services and construction related projects are procured properly, therefore assuring that all goods/services and projects are being procured in the most cost effective manner*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

138 - PURCHASING AGENT							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-138-1-5111	SALARIES	\$87,393.95	\$113,063.00	\$90,115.62	\$113,063.00	\$114,193.00	
01-138-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
PERSONNEL Total:		\$87,393.95	\$113,063.00	\$90,115.62	\$113,263.00	\$114,393.00	
EXPENSES							
01-138-2-5240	EQUIPMENT MAINTENANCE	\$39,275.96	\$43,000.00	\$26,524.83	\$43,000.00	\$36,000.00	
01-138-2-5420	OFFICE SUPPLIES	\$3,867.65	\$3,900.00	\$2,884.14	\$3,900.00	\$3,900.00	
01-138-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$750.00	\$744.50	\$2,250.00	\$2,250.00	
EXPENSES Total:		\$43,143.61	\$47,650.00	\$30,153.47	\$49,150.00	\$42,150.00	
138 PURCHASING AGENT Total:		\$130,537.56	\$160,713.00	\$120,269.09	\$162,413.00	\$156,543.00	

138 PURCHASING

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 14			FY 13 APPROPRIATION	FY 14	
				FTE	DEPT	MAYOR		DEPT	MAYOR
				STAFF	FTE	REQ	REQ	REQ	
01-138-1-5111	Contracts Attorney/Purchasing Agent	A-16/1	35	1	1	1	\$75,329	\$75,329	\$76,459
01-138-1-5111	Sr. Account Clerk	C-3U/6	35	1	1	1	\$37,734	\$37,734	\$37,734
138	Purchasing TOTAL			2	2	2	\$113,063	\$113,063	\$114,193

Assessor's Department Mission Statement

The Mission of the Assessing Department is to fairly and equitably value real and personal properties within the City of Everett. We are committed to making certain that the data upon which valuations are made is accurate. All appraisal/assessment duties are performed in a manner consistent with statutory requirements without advocacy for, or accommodation of, any particular interests. It is imperative that the Board of Assessors and their staff are factual, objective, unbiased and honest in all conclusions.

The Assessing Department's goals are:

- To deliver excellent service to the City of Everett in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community*
- To be open-minded and patient and respectful when servicing those in our community*
- To respond to the needs of our co-workers and our customers in a timely manner*
- To strive for superior customer service: quality, commitment and professionalism*
- To encourage employee training*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

141 - BOARD OF ASSESSORS		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	FY2014 Council Approved
PERSONNEL							
01-141-1-5111	SALARIES	\$261,797.37	\$274,977.00	\$212,031.21	\$238,630.00	\$240,592.00	
01-141-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	
01-141-1-5143	LONGEVITY	\$800.00	\$1,050.00	\$400.00	\$450.00	\$450.00	
01-141-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$32,800.00	\$32,800.00	
PERSONNEL Total:		\$262,597.37	\$276,027.00	\$212,431.21	\$272,180.00	\$274,142.00	
EXPENSES							
01-141-2-5240	EQUIPMENT MAINTENANCE	\$1,326.00	\$1,375.00	\$210.00	\$1,375.00	\$1,375.00	
01-141-2-5301	PROFESSIONAL SERVICES	\$35,047.09	\$100,000.00	\$81,232.12	\$199,700.00	\$100,000.00	
01-141-2-5316	DATA PROCESSING	\$1,450.00	\$1,450.00	\$0.00	\$1,450.00	\$1,450.00	
01-141-2-5420	OFFICE SUPPLIES	\$800.00	\$2,500.00	\$1,652.74	\$2,500.00	\$2,500.00	
01-141-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	
EXPENSES Total:		\$38,623.09	\$105,325.00	\$83,094.86	\$207,525.00	\$107,825.00	
141 BOARD OF ASSESSORS Total:		\$301,220.46	\$381,352.00	\$295,526.07	\$479,705.00	\$381,967.00	

141 BOARD OF ASSESSORS

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR REC		DEPT REQUEST	MAYOR REC
01-141-1-5111	Assessor	A-17/4	35	1		1		\$82,631	\$82,631	\$83,871
01-141-1-5111	Assistant Assessor	A-9/2	35	1		1		\$48,174	\$48,174	\$48,896
01-141-1-5111	Senior Account Clerk	C-3U/6	35	1		1		\$37,734	\$37,734	\$37,734
01-141-1-5111	Senior Account Clerk	C-3U/6	35	1		1		\$37,734	\$37,734	\$37,734
01-141-1-5111	Senior Clerk	C-2U/3	35	1		1		\$35,904	\$32,356	\$32,356
01-141-1-5191	Board of Assessors Chair	Board		0		0		\$21,300	\$21,300	\$21,300
01-141-1-5191	Board Member	Board		0		0		\$5,000	\$5,000	\$5,000
01-141-1-5191	Board Member	Board		0		0		\$5,000	\$5,000	\$5,000
01-141-1-5191	Secretary - Part Time	Board		0		0		\$1,500	\$1,500	\$1,500
141	Board of Assessors TOTAL			5		5		\$274,978	\$238,630	\$240,592
								Longevity (5143)	\$450	\$450
								Stipends (5191)	\$32,800	\$32,800

Treasurer/Collector's Mission Statement

The Collector's Office will maximize revenues for the City of Everett while providing professional, quality customer service to the citizens of Everett.

The Treasurer's Office will serve the employees, vendors and taxpayers of the City of Everett in a fair, consistent and professional manner and manage the city's money to maximize income while minimizing risk.

The Treasurer/Collector's Department goals:

- By the end of FY 14 to have a fully-staffed and cross-trained Treasurer's Office to provide superior service to taxpayers and stakeholders.*
- Installation of automated cash drawers will allow accounts to be posted in real-time so that taxpayers receive better service and by the end of FY 14, delinquent accounts can be remanded to tax title before the fiscal year end to increase efficiency in collections.*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

145 - CITY TREASURER/COLLECTOR									
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved		
PERSONNEL									
01-145-1-5111	SALARIES	\$370,344.14	\$388,975.00	\$315,224.30	\$442,818.00	\$443,942.00			
01-145-1-5130	OVERTIME	\$0.00	\$0.00	\$77.44	\$300.00	\$300.00			
01-145-1-5143	LONGEVITY	\$1,850.00	\$3,050.00	\$2,250.00	\$4,450.00	\$4,450.00			
PERSONNEL Total:		\$372,194.14	\$392,025.00	\$317,551.74	\$447,568.00	\$448,692.00			
EXPENSES									
01-145-2-5200	SECURITY SERVICES	\$6,580.58	\$6,500.00	\$5,726.10	\$7,200.00	\$7,200.00			
01-145-2-5240	EQUIPMENT MAINTENANCE	\$592.00	\$600.00	\$629.00	\$700.00	\$700.00			
01-145-2-5306	RECORDING FEES	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00			
01-145-2-5312	DATA PROCESSING (DP) PAYROLL/HMN	\$48,517.52	\$57,500.00	\$37,743.45	\$55,000.00	\$55,000.00			
01-145-2-5314	DP TAX BILLING & COLLECTION	\$1,947.35	\$2,000.00	\$300.00	\$2,000.00	\$2,000.00			
01-145-2-5344	POSTAGE	\$43,000.00	\$55,000.00	\$6,331.89	\$55,000.00	\$55,000.00			
01-145-2-5382	TAX TITLE FORECLOSURE	\$79,655.98	\$100,000.00	\$144,563.64	\$211,000.00	\$211,000.00			
01-145-2-5385	BANK CHARGES	\$22,311.93	\$19,000.00	\$11,678.59	\$19,000.00	\$69,000.00			
01-145-2-5420	OFFICE SUPPLIES	\$2,079.08	\$2,500.00	\$2,279.60	\$2,500.00	\$2,500.00			
01-145-2-5745	INSURANCE	\$2,787.50	\$3,850.00	\$2,927.50	\$3,850.00	\$3,850.00			
EXPENSES Total:		\$214,971.94	\$254,450.00	\$219,679.77	\$363,750.00	\$413,750.00			
145 CITY TREASURER/COLLECTOR Total:		\$587,166.08	\$646,475.00	\$537,231.51	\$811,318.00	\$862,442.00			

145 CITY TREASURER / COLLECTOR

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR REC		DEPT REQUEST	MAYOR REC
01-145-1-5111	Treasurer/Collector	A-16/3	35	1		1		\$74,968	\$74,968	\$76,092
01-145-1-5111	Assistant Treasurer/Collector	A-13/1	35	0		1		\$0	\$59,641	\$59,641
01-145-1-5111	Deputy Collector	A-6U/6	35	1		1		\$48,358	\$48,358	\$48,358
01-145-1-5111	Administrative Assistant	A-5U/6	35	1		1		\$44,570	\$44,570	\$44,570
01-145-1-5111	Receiver	C-6U/6	35	1		1		\$41,350	\$41,350	\$41,350
01-145-1-5111	Cashier	C-6U/6	35	1		1		\$41,350	\$41,350	\$41,350
01-145-1-5111	Principal Clerk	C-3U/6	35	1		1		\$37,735	\$37,735	\$37,735
01-145-1-5111	Senior Account Clerk	C-3U/2	35	1		1		\$37,735	\$31,937	\$31,937
01-145-1-5111	Senior Account Clerk	C-3U/6	20	0.57		0.57		\$21,559	\$21,559	\$21,559
145	City Treasurer / Collector TOTAL			8.57		9.57		\$388,975 Longevity (5143)	\$442,818	\$443,942

City Solicitor's Office Mission Statement

The City Solicitor's Office is essentially the General Counsel Office for a multi-million dollar corporation known as the City of Everett. Our fundamental duties include: approving contracts, giving legal advice and furnishing written opinions when so requested by the Mayor, City Council or other city departments, boards or commissions, prosecuting or defending all cases and proceedings to which the city is a party, preparing or approving all deeds or other legal instruments relating to the city, considering claims against the city and making recommendation for their resolution, generally handling all legal affairs pertaining to the city, providing general oversight of all legal matters of the city.

The City Solicitor's goals are to:

- Be structured as a General Counsel's Office by way of providing the best legal representation to the city, its officers, employees and elected officials in the utmost professional manner. In addition, this office strives to play a part in the overall administering of the city's mission and vision alongside the executive and legislative branches.*

The objective is to:

- Achieve the department's goal in the most effective manner, the attorneys and administrative staff should possess the utmost experience in municipal law. In order to best achieve that, members of the department should participate in continuing education in order to achieve its goals. By continually growing and accessing the latest tools, the City Solicitor's Office will be most effective in representing its client - the city.*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

151 - CITY SOLICITOR

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-151-1-5111	SALARIES	\$135,671.17	\$188,322.00	\$143,564.30	\$218,733.00	\$208,899.00	
01-151-1-5143	LONGEVITY	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	
PERSONNEL Total:		\$135,671.17	\$188,322.00	\$143,564.30	\$219,533.00	\$209,699.00	

EXPENSES							
01-151-2-5302	LITIGATION/PROFESSIONAL SERVICES	\$20,753.08	\$25,000.00	\$19,221.42	\$25,000.00	\$25,000.00	
01-151-2-5420	OFFICE SUPPLIES	\$1,169.71	\$1,000.00	\$969.28	\$1,000.00	\$1,000.00	
01-151-2-5586	WESTLAW COMPUTER RESEARCH	\$3,147.51	\$3,500.00	\$1,691.72	\$3,500.00	\$3,500.00	
01-151-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	
01-151-2-5760	CLAIMS	\$1,564.66	\$2,750.00	\$0.00	\$2,750.00	\$2,750.00	
EXPENSES Total:		\$26,634.96	\$32,250.00	\$21,882.42	\$33,750.00	\$33,750.00	

151 - CITY SOLICITOR Total:		\$162,306.13	\$220,572.00	\$165,446.72	\$253,283.00	\$243,449.00	
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DEPT	POSITION	CLASS/ STEP	HOURS	FY 13 FTE STAFF	FY 14 DEPT FTE REQ	FY 14 MAYOR FTE REC	FY 13 APPROPRIATION	FY 14 DEPT REQUEST	FY 14 MAYOR REC
01-151-1-5111	City Solicitor	UNCL	35	1	1	1	\$83,032	\$102,000	\$92,166
01-151-1-5111	Assistant City Solicitor	A-16/4	35	1	1	1	\$69,392	\$76,936	\$76,936
01-151-1-5111	Legal Assistant	A-5/4	35	1	1	1	\$35,898	\$39,797	\$39,797
151	City Solicitor TOTAL			3	3	3	\$188,322	\$218,733	\$208,899
							Longevity (5143)	\$800	\$800

Human Resource Department's Mission Statement

"It is the mission and vision of the Human Resources Department to take a leadership role and provide service in support of Everett's vision by promoting the concept that our employees are our most valuable resource. We will do this by establishing, administering and effectively communicating sound policies, rules and practices that treat employees with dignity and equality while maintaining compliance with municipal governance and employment and labor laws."

The Human Resource Department's goals are to:

- Focus more on the prevention of worker's compensation by teaching our employees how to do their job more safely.*
- Develop a safety committee made up of Department heads and Management to discuss issues involving worker's compensation, motor vehicle crashes involving city vehicles and other safety issues.*
- Develop systems that will help drop our insurance premiums.*
- Oversee a benefits eligibility audit done independently by an outside firm and audit contractor. This is required every two years under Section 26 of the new M.G.L. Ch. 69.*
- Revise the city's policies and procedures starting with the general HR policies and then assist each department with their own set of policies and procedures.*
- Revise the city's handbook for employees.*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

152 - HUMAN RESOURCES

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-152-1-5111	SALARIES	\$137,080.02	\$168,210.00	\$129,112.14	\$129,221.00	\$123,540.00	
01-152-1-5113	PART TIME SALARIES	\$0.00	\$0.00	\$0.00	\$48,174.00	\$24,448.00	
01-152-1-5121	TEMP PERSONNEL - ALL DEPT	\$3,927.50	\$4,000.00	\$1,550.80	\$4,000.00	\$4,000.00	
01-152-1-5123	SUMMER JOBS	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	
PERSONNEL Total:		\$191,007.52	\$222,210.00	\$180,662.94	\$231,395.00	\$201,988.00	

EXPENSES

01-152-2-5152	MEDICAL EXAMS	\$1,079.00	\$2,500.00	\$1,542.00	\$5,000.00	\$5,000.00	
01-152-2-5301	PROFESSIONAL SERVICES	\$13,395.00	\$14,000.00	\$13,254.00	\$14,000.00	\$14,000.00	
01-152-2-5420	OFFICE SUPPLIES	\$1,629.03	\$1,600.00	\$636.40	\$2,000.00	\$2,000.00	
EXPENSES Total:		\$16,103.03	\$18,100.00	\$15,432.40	\$21,000.00	\$21,000.00	

SPECIAL APPROPRIATIONS

01-152-4-5151	EMPLOYEE LEAVE BUYBACK	\$176,310.93	\$110,282.53	\$69,992.17	\$70,000.00	\$70,000.00	
SPECIAL APPROPRIATIONS Total:		\$176,310.93	\$110,282.53	\$69,992.17	\$70,000.00	\$70,000.00	

152 HUMAN RESOURCES Total:

\$383,421.48 \$350,592.53 \$266,087.51 \$322,395.00 \$292,988.00

152 HUMAN RESOURCES

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 14			APPROPRIATION	FY 14	
				FY 13 FTE	DEPT FTE REQ	MAYOR FTE REC		DEPT REQUEST	MAYOR REC
01-152-1-5111	Human Resources Director	UNCL	35	1	1	1	\$77,139	\$80,000	\$80,000
01-152-1-5113	Risk Manager	A-9/2	16	0	0	0	\$24,087	\$24,087	\$0
01-152-1-5113	Benefits Technician	A-9/2	16	0	0	0	\$24,087	\$24,087	\$24,448
01-152-1-5111	Personnel Assistant	A-8/5	35	1	1	1	\$42,897	\$49,221	\$43,540
152	Human Resources TOTAL			2	2	2	\$168,210 Part Time (5113)	\$129,221 \$48,174	\$123,540 \$24,448

Information Technology Department's Mission Statement

The Information Technology Department will provide the highest quality technology-based services by maintaining and expanding hardware systems capability and software applications; provide a reliable and secure network infrastructure; support the end users of these technologies, and deliver innovation in the delivery of information technology services. The technologies deployed will be economical, efficient, secure, and flexible.

To meet this mission we will:

- Provide a robust, reliable, and secure technology infrastructure.*
- Manage the storage, security, and integrity of electronic data while ensuring appropriate access.*
- Provide effective technology support for computer and web based applications and services to all departments.*
 - Develop, enhance, and manage the City's networks to provide high speed, transparent, and highly functional connectivity among all information resources.*
 - Assist department directors in the selection and setup of MIS equipment and applications.*
 - Develop new solutions and applications to meet the current and future needs of all departments and employees.*
- Provide access to the citizens of the City of Everett to information and services through internet based technologies that will facilitate public knowledge/awareness and involvement in their government.*
- Provide leadership for effective strategic and tactical planning in the use of technology.*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

155 - INFORMATION TECHNOLOGIES

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
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PERSONNEL							
01-155-1-5111	SALARIES	\$108,598.58	\$126,811.00	\$74,762.95	\$238,179.00	\$238,917.00	
PERSONNEL Total:		\$108,598.58	\$126,811.00	\$74,762.95	\$238,179.00	\$238,917.00	

EXPENSES							
01-155-2-5244	CONTRACT MAINTENANCE	\$29,128.16	\$45,000.00	\$36,654.45	\$52,000.00	\$28,000.00	
01-155-2-5311	DIGITIZED FILES	\$68,067.72	\$100,000.00	\$16,182.00	\$100,000.00	\$100,000.00	
01-155-2-5312	SUPPLIES	\$2,943.11	\$6,000.00	\$843.07	\$6,000.00	\$12,000.00	
EXPENSES Total:		\$100,138.99	\$151,000.00	\$53,679.52	\$158,000.00	\$140,000.00	

CAPITAL IMPROVEMENTS							
01-155-3-5865	DATA/VOICE COMMUNICATIONS	\$93,725.04	\$90,000.00	\$106,309.76	\$112,000.00	\$65,000.00	
01-155-3-5880	HARDWARE/SOFTWARE EQUIPMENT	\$39,395.02	\$60,000.00	\$1,596.41	\$75,000.00	\$50,000.00	
CAPITAL IMPROVEMENTS Total:		\$133,120.06	\$150,000.00	\$107,906.17	\$187,000.00	\$115,000.00	

155 INFORMATION TECHNOLOGIES Total:		\$341,857.63	\$427,811.00	\$236,348.64	\$583,179.00	\$493,917.00	
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DEPT	POSITION	CLASS/ STEP	HOURS	FY 14			APPROPRIATION	FY 14	
				FTE	DEPT	MAYOR		DEPT	MAYOR
				STAFF	REQ	REC	FY 13	REQ	REC
01-155-1-5111	IT Director	A-15/3	35	1	1	1	\$77,589	\$71,781	\$71,781
01-155-1-5111	GIS Coordinator	A-11/5	35	1	1	1	\$0	\$60,909	\$60,909
01-155-1-5111	Assistant IT Director	A-12/1	35	1	1	1	\$49,222	\$56,267	\$56,267
01-155-1-5111	IT Technician	A-8/5	35	1	1	1		\$49,222	\$49,960
155	Information Technologies TOTAL			4	4	4	\$126,811	\$238,179	\$238,917

City Clerk's Mission Statement

The mission of the City Clerk's Office is to manage and preserve the official records of the City and vital records; to assist the public in accessing public documents and information; to conduct all elections held in the City; to register voters; to license businesses that are governed by the Board of Aldermen and state law; and to provide these services in a manner that is high quality, efficient, fair and courteous.

City of Everett
Everett Budget Council Worksheet
FY14 Budget

161 - CITY CLERK		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved

PERSONNEL							
01-161-1-5111	SALARIES	\$225,421.39	\$234,113.00	\$182,959.34	\$238,132.00	\$238,132.00	
01-161-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	
01-161-1-5143	LONGEVITY	\$800.00	\$800.00	\$800.00	\$1,600.00	\$1,600.00	
01-161-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	
CITY CLERK Total:		\$226,221.39	\$234,913.00	\$183,759.34	\$244,332.00	\$244,332.00	

01-162-1-5126	TELLERS ELECTION EXPENDITURES	\$1,260.00	\$1,400.00	\$2,310.00	\$1,400.00	\$1,400.00	
01-162-1-5127	WARDENS	\$5,800.00	\$7,500.00	\$13,650.00	\$7,500.00	\$7,500.00	
01-162-1-5128	CLERKS	\$4,350.00	\$3,600.00	\$7,165.00	\$3,600.00	\$3,600.00	
01-162-1-5129	INSPECTORS	\$17,750.00	\$15,000.00	\$29,250.00	\$15,000.00	\$15,000.00	
ELECTIONS Total:		\$29,160.00	\$27,500.00	\$52,375.00	\$27,500.00	\$27,500.00	

PERSONNEL Total:		\$255,381.39	\$262,413.00	\$236,134.34	\$271,832.00	\$271,832.00	
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EXPENSES							
01-161-2-5240	EQUIPMENT MAINTENANCE	\$4,470.00	\$8,550.00	\$4,042.00	\$8,500.00	\$8,500.00	
01-161-2-5420	OFFICE SUPPLIES	\$2,972.89	\$3,000.00	\$1,944.30	\$3,000.00	\$3,000.00	
01-161-2-5710	PROFESSIONAL DEVELOPMENT	\$175.00	\$1,000.00	\$97.00	\$1,000.00	\$1,000.00	
01-161-2-5745	INSURANCE & BONDS	\$100.00	\$200.00	\$200.00	\$200.00	\$200.00	
CITY CLERK Total:		\$7,717.89	\$12,750.00	\$6,283.30	\$12,700.00	\$12,700.00	

01-162-1-5290	CUSTODIANS	\$4,338.44	\$4,200.00	\$7,615.47	\$4,200.00	\$4,200.00	
01-162-2-5346	ADVERTISING	\$538.00	\$1,000.00	\$924.00	\$1,200.00	\$1,200.00	
01-162-2-5380	PREP OF VOTING MACHINES	\$9,219.73	\$5,800.00	\$7,569.00	\$4,500.00	\$4,500.00	
01-162-2-5384	ELECTION TRAINING	\$4,350.00	\$9,200.00	\$4,937.71	\$4,800.00	\$4,800.00	
01-162-2-5580	SUPPLIES	\$9,191.56	\$5,000.00	\$3,748.26	\$9,500.00	\$9,500.00	
01-162-2-5785	MISC ELECTION EXPENDITURES	\$1,522.76	\$2,500.00	\$1,826.00	\$2,500.00	\$2,500.00	
ELECTIONS Total:		\$29,160.49	\$27,700.00	\$26,620.44	\$26,700.00	\$26,700.00	

EXPENSES Total:		\$36,878.38	\$40,450.00	\$32,903.74	\$39,400.00	\$39,400.00	
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161 CITY CLERK Total:		\$292,259.77	\$302,863.00	\$369,038.08	\$311,232.00	\$311,232.00	
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161 CITY CLERK

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT	MAYOR	FTE	REC		DEPT	MAYOR
01-161-1-5-111	City Clerk	A-15/3	35	1		1		1		\$68,328	\$70,720	\$70,720
01-161-1-5-111	Assistant City Clerk/City Messenger	A-9/5	35	1		1		1		\$53,409	\$54,210	\$54,210
01-161-1-5-111	Senior Account Clerk	C-3U/6	35	1		1		1		\$37,734	\$37,734	\$37,734
01-161-1-5-111	Senior Clerk Typist	C-2U/6	35	1		1		1		\$70,642	\$37,734	\$37,734
01-161-1-5-111	Senior Clerk Typist	C-2U/2	35	1		1		1		\$37,734	\$37,734	\$37,734
01-161-1-5-191	Clerk of the Board of Aldermen	Board Aid		0		0		0		\$4,000	\$4,000	\$4,000
161	City Clerk TOTAL			5		5		5		\$234,113	\$238,132	\$238,132
										Longevity (5143)	\$1,600	\$1,600
										Stipend (5191)	\$4,000	\$4,000

Voter Registration's Mission Statement

The Voter Registration Department's mission is to provide premier customer service to all external and internal customers, provide the greatest level of expertise and to operate efficiently and in compliance with all Massachusetts statutes and regulations.

To accomplish this mission we believe in:

- Integrity and honesty always*
- Excellence in everything we do*
- Holding ourselves accountable*
- Taking initiative and following through*
- Leading others by our own examples*
- Teamwork through great relationships inside and outside our own department*
- Being students of great leaders*

The Voter Registration Department's goals and objectives:

- To continue to represent the City of Everett with respect, patience, understanding and compassion for the public that we serve*
- To continue to update our database with the most current information*
- To continue to reach out to residents that have just turned 18 to register to vote*
- To continue to assist the City Clerk's Office as needed*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

163 - VOTER REGISTRATIONS

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-163-1-5111	SALARIES	\$46,675.47	\$78,558.00	\$70,099.24	\$91,143.00	\$88,795.00	
01-163-1-5120	OTHER PERSONAL SERVICES	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	
01-163-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$4,200.00	\$4,200.00	
PERSONNEL Total:		\$46,675.47	\$79,158.00	\$70,099.24	\$95,343.00	\$92,995.00	

EXPENSES							
01-163-2-5386	CITY CENSUS	\$12,069.69	\$14,600.00	\$9,664.59	\$12,070.00	\$12,070.00	
01-163-2-5387	RECOUNTS	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	
01-163-2-5389	STREET LISTS	\$1,810.00	\$2,500.00	\$2,490.00	\$2,500.00	\$2,500.00	
01-163-2-5700	REGISTRATION ELECTION	\$6,736.51	\$5,500.00	\$0.00	\$5,500.00	\$5,500.00	
01-163-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	
EXPENSES Total:		\$20,616.20	\$23,100.00	\$12,154.59	\$20,820.00	\$20,820.00	

163 VOTER REGISTRATIONS Total:		\$67,291.67	\$102,258.00	\$82,253.83	\$116,163.00	\$113,815.00	
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163 VOTER REGISTRATIONS

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE	DEPT	MAYOR	APPROPRIATION	DEPT	MAYOR
				STAFF	REQ	REC	REQUEST	REQ	REC
01-163-1-5111	Administrative Registrar/Secretary to Board	A-10/2	35	1	1	1	\$43,834	\$53,409	\$51,061
01-163-1-5111	Senior Account Clerk	C-3/7	35	1	1	1	\$30,524	\$37,734	\$37,734
01-163-1-5191	Board of Registrars	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-163-1-5191	Board of Registrars	Board		0	0	0	\$1,000	\$1,000	\$1,000
01-163-1-5191	Board of Registrars	Board		0	0	0	\$1,000	\$1,000	\$1,000
01-163-1-5191	Board of Registrars	Board		0	0	0	\$1,000	\$1,000	\$1,000
163	Registrar TOTAL			2	2	2	\$78,558	\$91,143	\$88,795
							Stipends (5191)	\$4,200	\$4,200

City of Everett
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165 - LICENSING COMMISSION							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-165-1-5111	SALARIES	\$4,200.00	\$4,200.00	\$3,500.00	\$0.00	\$0.00	
01-165-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$4,200.00	\$4,200.00	
PERSONNEL Total:		\$4,200.00	\$4,200.00	\$3,500.00	\$4,200.00	\$4,200.00	
EXPENSES							
01-165-2-5420	OFFICE SUPPLIES	\$0.00	\$500.00	\$283.69	\$500.00	\$500.00	
EXPENSES Total:		\$0.00	\$500.00	\$283.69	\$500.00	\$500.00	
165 LICENSING COMMISSION Total:		\$4,200.00	\$4,700.00	\$3,783.69	\$4,700.00	\$4,700.00	

165 LICENSING COMMISSION		PERSONNEL SERVICES		FY 13		FY 14		FY 14		FY 13		FY 14	
DEPT	POSITION	CLASS	HOURS	FTE STAFF	DEPT FTE REQ	MAYOR FTE REC	APPROPRIATION	DEPT REQUEST	MAYOR REC				
01-165-1-5191	Chairman	Comm		0	0	0	\$1,800	\$1,800	\$1,800				
01-165-1-5191	Board Member	Comm		0	0	0	\$1,200	\$1,200	\$1,200				
01-165-1-5191	Board Member	Comm		0	0	0	\$1,200	\$1,200	\$1,200				
165	Licensing Commission TOTAL			0	0	0	\$4,200	\$0	\$0				\$4,200
							Stipends (5191)	\$4,200					\$4,200

City of Everett
Everett Budget Council Worksheet
FY14 Budget

170 - CHARTER COMMISSION		FY2012	FY2013	FY2013	FY2014	FY2014 Mayor	FY2014 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
SPECIAL APPROPRIATIONS							
01-170-4-5700	CHARTER COMMISSION	\$18,250.00	\$0.00	\$0.00	\$0.00	\$0.00	
SPECIAL APPROPRIATIONS Total:		\$18,250.00	\$0.00	\$0.00	\$0.00	\$0.00	
170 CHARTER COMMISSION Total:		\$18,250.00	\$0.00	\$0.00	\$0.00	\$0.00	

Conservation Commission Mission Statement

The Everett Conservation Commission is required to protect and preserve wetlands and their surrounding areas as well as open space. The Conservation Commission consists of five members all of which are appointed by the Mayor for a three year term. At monthly meetings the Commission members work to ensure that all construction and development projects, residential, industrial and commercial that may alter any wetlands, floodplains, rivers and/or associated buffer zones or riverfront areas are in compliance with the Massachusetts Wetlands Protection Act. Everett has three major wetlands areas: the Mystic, Malden and Island End Rivers. It is the Mission of the Commission to work cooperatively and in timely fashion with all who file a Request for a Determination of Applicability or a Notice of Intent for the betterment of Everett.

City of Everett
 Everett Budget Council Worksheet
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171 - CONSERVATION COMMISSION							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-171-1-5111	SALARIES	\$27,687.96	\$28,388.00	\$23,073.30	\$0.00	\$28,388.00	_____
01-171-1-5191	STPEND	\$0.00	\$0.00	\$0.00	\$28,388.00	\$28,388.00	_____
	PERSONNEL Total:	\$27,687.96	\$28,388.00	\$23,073.30	\$28,388.00	\$28,388.00	_____
EXPENSES							
01-171-2-5340	TELECOMMUNICATIONS	\$240.00	\$240.00	\$200.00	\$240.00	\$240.00	_____
01-171-2-5420	OFFICE SUPPLIES	\$125.00	\$400.00	\$187.67	\$400.00	\$400.00	_____
	EXPENSES Total:	\$365.00	\$640.00	\$387.67	\$640.00	\$640.00	_____
	171 CONSERVATION COMMISSION Total:	\$28,052.96	\$29,028.00	\$23,460.97	\$29,028.00	\$29,028.00	_____

DEPT	POSITION	CLASS	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE	DEPT FTE	MAYOR FTE	APPROPRIATION	DEPT REQUEST	MAYOR REC
01-1771-1-5191	Chairman / Recycling Coordinator	Comm	0	0	0	0	\$25,588	\$25,588	\$25,588
01-1771-1-5191	Board Member	Comm	0	0	0	\$700	\$700	\$700	
01-1771-1-5191	Board Member	Comm	0	0	0	\$700	\$700	\$700	
01-1771-1-5191	Board Member	Comm	0	0	0	\$700	\$700	\$700	
01-1771-1-5191	Board Member	Comm	0	0	0	\$700	\$700	\$700	
1771	Conservation Commission TOTAL		0	0	0	\$28,388	\$28,388	\$28,388	
						Stipends (5191)	\$28,388	\$0	\$28,388

City of Everett
Everett Budget Council Worksheet
FY14 Budget

175 - PLANNING BOARD		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Mayor	Council
								Approved
PERSONNEL								
01-175-1-5111	SALARIES	\$5,199.84	\$5,200.00	\$4,333.20	\$0.00	\$0.00	\$0.00	
01-175-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00	\$5,200.00	
PERSONNEL Total:		\$5,199.84	\$5,200.00	\$4,333.20	\$5,200.00	\$5,200.00	\$5,200.00	
EXPENSES								
01-175-2-5340	TELECOMMUNICATIONS	\$96.00	\$96.00	\$72.00	\$96.00	\$96.00	\$96.00	
01-175-2-5420	OFFICE SUPPLIES	\$275.00	\$275.00	\$0.00	\$275.00	\$275.00	\$275.00	
EXPENSES Total:		\$371.00	\$371.00	\$72.00	\$371.00	\$371.00	\$371.00	
175 PLANNING BOARD Total:		\$5,570.84	\$5,571.00	\$4,405.20	\$5,571.00	\$5,571.00	\$5,571.00	

DEPT	POSITION	CLASS	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE STAFF	DEPT FTE REQ	MAYOR FTE REC	APPROPRIATION	DEPT REQUEST	MAYOR REC
01-175-1-5191	Chairman	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-175-1-5191	Board Member	Board		0	0	0	\$1,000	\$1,000	\$1,000
01-175-1-5191	Board Member	Board		0	0	0	\$1,000	\$1,000	\$1,000
01-175-1-5191	Board Member	Board		0	0	0	\$1,000	\$1,000	\$1,000
01-175-1-5191	Board Members	Board		0	0	0	\$1,000	\$1,000	\$1,000
175	Planning Board TOTAL			0	0	0	\$5,200	\$0	\$0
							Stipends (5191)	\$5,200	\$5,200

City of Everett
Everett Budget Council Worksheet
FY14 Budget

176 - BOARD OF APPEALS

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-176-1-5111	SALARIES	\$7,399.84	\$7,600.00	\$5,333.20	\$0.00	\$0.00	
01-176-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$7,600.00	\$7,600.00	
PERSONNEL Total:		\$7,399.84	\$7,600.00	\$5,333.20	\$7,600.00	\$7,600.00	
EXPENSES							
01-176-2-5340	TELECOMMUNICATIONS	\$96.00	\$96.00	\$88.00	\$96.00	\$96.00	
01-176-2-5420	OFFICE SUPPLIES	\$489.16	\$500.00	\$384.88	\$500.00	\$500.00	
EXPENSES Total:		\$585.16	\$596.00	\$472.88	\$596.00	\$596.00	
176 BOARD OF APPEALS Total:		\$7,985.00	\$8,196.00	\$5,806.08	\$8,196.00	\$8,196.00	

176 BOARD OF APPEALS

PERSONNEL SERVICES

DEPT	POSITION	CLASS	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE	DEPT	MAYOR	APPROPRIATION	DEPT	MAYOR
				STAFF	FTE	REC		REQUEST	REC
01-176-1-5191	Chairman	Board		0	0	0	\$1,800	\$1,800	\$1,800
01-176-1-5191	Board Member	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-176-1-5191	Board Member	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-176-1-5191	Board Member	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-176-1-5191	Board Member	Board		0	0	0	\$1,200	\$1,200	\$1,200
01-176-1-5191	Associate Member	Board		0	0	0	\$500	\$500	\$500
01-176-1-5191	Associate Member	Board		0	0	0	\$500	\$500	\$500
176	Board of Appeals TOTAL			0	0	0	\$7,600	\$0	\$0

Stipends (5191)

Police Department's Mission Statement

The Mission of the Everett Police Department is to provide community oriented law enforcement designed to protect life and property, maintain order, while assuring fair and equal treatment for all.

Professionalism

· We are committed to the highest ethical standards of the law enforcement profession.

Respect

· We pledge to preserve human dignity by caring for the citizens we serve, and for ourselves.

Integrity

· We shall, through our behavior, reflect honesty, sincerity and complete accountability.

Dedication

· We are devoted to Public Service to enhance the quality of life for all.

Excellence

· We encourage innovation, effectiveness and efficiency through training, skills and effort.

Goals and Objectives of the Everett Police Department

A. Prevention of Crime

The Police Department is responsible for generating understanding about the nature and extent of crime and encouraging public support for crime prevention.

B. Deterrents of Crime

Crimes can be deterred by proactive police and an involved citizenry. The Police Department is responsible for deploying forces to deter crime and to inspire confidence in its ability to promote a peaceful and crime-free environment.

C. Apprehension of Offenders

Once a crime has been committed, it is the duty of the Police Department to initiate the criminal justice process:

1. identify and apprehend the offender

2. obtain necessary evidence

3. cooperate in prosecuting the case

4. use force that is reasonable and necessary to effectively bring an incident under control

D. Recovery and Return of Property

The Police Department shall attempt to recover lost and/or stolen property, to identify its owners and to ensure its prompt return.

E. Traffic Services

The Police Department shall enforce traffic laws, investigate accidents and direct the safe movement of motor vehicles, bicyclists and pedestrians.

F. Public Service

The public relies upon the policies, assistance and the advice of the Police Department in routine and emergency situations. The Police Department shall respond to calls for service, aid or advice as necessary and/or possible.

City of Everett
Everett Budget Council Worksheet
FY14 Budget

210 - POLICE DEPARTMENT

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
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PERSONNEL

01-210-1-5111	SALARIES	\$7,370,374.84	\$7,453,056.00	\$6,190,907.53	\$7,994,420.00	\$7,955,796.00	
01-210-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$15,033.00	\$15,033.00	
01-210-1-5130	OVERTIME	\$340,588.26	\$350,000.00	\$395,608.55	\$380,000.00	\$380,000.00	
01-210-1-5140	HOLIDAY	\$364,583.11	\$385,343.00	\$398,135.78	\$458,507.00	\$458,507.00	
01-210-1-5142	NIGHT DIFFERENTIALS	\$230,327.50	\$241,540.00	\$192,522.00	\$241,540.00	\$241,540.00	
01-210-1-5143	LONGEVITY	\$3,700.00	\$5,000.00	\$3,900.00	\$5,800.00	\$5,800.00	
01-210-1-5144	ABOVE GRADE DIFFERENTIALS	\$10,459.98	\$10,000.00	\$9,290.04	\$10,000.00	\$10,000.00	
01-210-1-5146	SENIOR PATROL STIPEND	\$56,954.58	\$54,162.00	\$54,162.58	\$60,291.00	\$60,291.00	
01-210-1-5147	LICENSE TO CARRY STIPEND	\$0.00	\$0.00	\$8,606.10	\$93,725.00	\$93,725.00	
01-210-1-5148	BREATHALYZER STIPEND	\$0.00	\$0.00	\$4,418.15	\$35,568.00	\$35,568.00	
01-210-1-5156	COURT TIME	\$147,334.51	\$175,000.00	\$137,243.25	\$175,000.00	\$175,000.00	
01-210-1-5157	PARKING ENFORCE SETTLEMENT	\$12,800.00	\$12,400.00	\$12,600.00	\$12,400.00	\$12,400.00	
01-210-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$195,215.00	\$195,215.00	
01-210-1-5193	CLOTHING ALLOWANCE	\$125,888.50	\$130,200.00	\$117,585.00	\$135,200.00	\$135,200.00	
PERSONNEL Total:		\$8,663,011.28	\$8,816,701.00	\$7,524,978.98	\$9,812,699.00	\$9,774,075.00	

EXPENSES

01-210-2-5245	RADIO MAINTENANCE	\$15,800.00	\$15,800.00	\$15,800.00	\$20,000.00	\$20,000.00	
01-210-2-5246	RADIO-GTRR BOS POLICE COUNCIL	\$2,123.63	\$3,000.00	\$2,119.51	\$3,200.00	\$3,200.00	
01-210-2-5318	DATA HANDLING	\$32,781.80	\$27,000.00	\$24,286.00	\$27,000.00	\$27,000.00	
01-210-2-5340	TELECOMMUNICATIONS	\$27,590.56	\$26,500.00	\$18,585.50	\$26,500.00	\$26,500.00	
01-210-2-5344	POSTAGE	\$3,833.62	\$3,900.00	\$1,374.41	\$3,700.00	\$3,700.00	
01-210-2-5420	OFFICE SUPPLIES	\$10,415.02	\$9,000.00	\$8,228.09	\$11,000.00	\$11,000.00	
01-210-2-5422	PHOTO	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	
01-210-2-5580	EQUIPMENT	\$14,005.90	\$13,000.00	\$13,439.74	\$15,000.00	\$15,000.00	
01-210-2-5583	DOG OFFICER EXPENSES	\$2,980.07	\$3,100.00	\$2,509.00	\$3,500.00	\$3,500.00	
01-210-2-5588	AMMUNITION	\$1,606.75	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	
01-210-2-5710	PROFESSIONAL DEVELOPMENT	\$1,834.00	\$1,500.00	\$597.14	\$1,500.00	\$1,500.00	
01-210-2-5712	ACADEMY TRAINING/TRAVEL/EDU EXP	\$20,177.65	\$13,000.00	\$10,780.76	\$17,000.00	\$17,000.00	

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

210 - POLICE DEPARTMENT		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
EXPENSES							
01-210-2-5785	MEALS FOR PRISONERS	\$1,121.55	\$2,200.00	\$896.32	\$1,500.00	\$1,500.00	
EXPENSES Total:		\$134,270.55	\$128,050.00	\$108,616.47	\$149,900.00	\$149,900.00	
CAPITAL IMPROVEMENTS							
01-210-3-5870	NEW PATROL VEHICLES	\$63,000.00	\$88,000.00	\$88,000.00	\$100,000.00	\$100,000.00	
CAPITAL IMPROVEMENTS Total:		\$63,000.00	\$88,000.00	\$88,000.00	\$100,000.00	\$100,000.00	
210 POLICE DEPARTMENT Total:		\$8,860,281.83	\$9,033,751.00	\$7,721,595.45	\$10,062,599.00	\$10,023,975.00	

210 POLICE

PERSONNEL SERVICES

DEPT	POSITION	QUINN HOURS	FY 13		FY 14		FY 14		FY 13		FY 14	
			FTE	STAFF	FTE	REQ	FTE	REC	APPROPRIATION	DEPT REQUEST	MAYOR REC	MAYOR REC
01-210-1-5111	Chief of Police	25%	1		1		1		\$139,924	\$148,000	\$148,000	
01-210-1-5111	Captain	30%	1		0		0		\$126,385	\$0	\$0	
01-210-1-5111	Captain	25%	1		1		1		\$242,662	\$126,805	\$126,805	
01-210-1-5111	Captain	25%	1		1		1		\$634,103	\$126,805	\$126,805	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	25%	1		1		1			\$110,460	\$110,460	
01-210-1-5111	Lieutenant	10%	1		1		1		\$92,415	\$96,573	\$96,573	
01-210-1-5111	Sergeant	25%	1		1		1		\$643,965	\$96,248	\$96,248	
01-210-1-5111	Sergeant	25%	1		1		1			\$96,148	\$96,148	
01-210-1-5111	Sergeant	25%	1		1		1			\$96,148	\$96,148	
01-210-1-5111	Sergeant	25%	1		1		1			\$96,248	\$96,248	
01-210-1-5111	Sergeant	25%	1		1		1			\$96,248	\$96,248	
01-210-1-5111	Sergeant	25%	1		1		1			\$96,148	\$96,148	
01-210-1-5111	Sergeant	25%	1		1		1			\$95,948	\$95,948	
01-210-1-5111	Sergeant	20%	1		1		1		\$351,550	\$90,752	\$90,752	
01-210-1-5111	Sergeant	20%	1		1		1			\$92,252	\$92,252	
01-210-1-5111	Sergeant	20%	1		1		1			\$90,752	\$90,752	
01-210-1-5111	Sergeant	20%	1		1		1			\$90,752	\$90,752	
01-210-1-5111	Sergeant	20%	1		1		1			\$92,252	\$92,252	
01-210-1-5111	Sergeant	20%	1		1		1			\$92,252	\$92,252	
01-210-1-5111	Sergeant	20%	1		1		1			\$92,252	\$92,252	
01-210-1-5111	Sergeant	10%	1		1		1		\$80,344	\$84,159	\$84,159	
01-210-1-5111	Sergeant	10%	1		1		1			\$83,959	\$83,959	
01-210-1-5111	Sergeant	0%	1		1		1		\$73,000	\$76,266	\$76,266	
01-210-1-5111	Patrol Officer	25%	1		1		1		\$1,649,896	\$78,676	\$78,676	
01-210-1-5111	Patrol Officer	25%	1		1		1			\$78,676	\$78,676	
01-210-1-5111	Patrol Officer	25%	1		1		1			\$78,576	\$78,576	

DEPT	POSITION	QUINN	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14	FY 14
				FTE	DEPT FTE	MAYOR FTE	APPROPRIATION	DEPT REQUEST	MAYOR REC	
01-210-1-5111	Patrol Officer	20%		1	1	1			\$75,321	\$75,321
01-210-1-5111	Patrol Officer	20%		1	1	1			\$75,421	\$75,421
01-210-1-5111	Patrol Officer	20%		1	1	1			\$75,321	\$75,321
01-210-1-5111	Patrol Officer	20%		1	1	1			\$75,421	\$75,421
01-210-1-5111	Patrol Officer	10%		1	1	1	\$717,874		\$67,410	\$67,410
01-210-1-5111	Patrol Officer	10%		1	1	1			\$68,610	\$68,610
01-210-1-5111	Patrol Officer	10%		1	1	1			\$68,910	\$68,910
01-210-1-5111	Patrol Officer	10%		1	1	1			\$68,810	\$68,810
01-210-1-5111	Patrol Officer	10%		1	1	1			\$68,910	\$68,910
01-210-1-5111	Patrol Officer	10%		1	1	1	\$704,245		\$68,910	\$68,910
01-210-1-5111	Patrol Officer	10%		1	1	1			\$62,300	\$62,300
01-210-1-5111	Patrol Officer	10%		1	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		1	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		1	1	1			\$62,300	\$62,300
01-210-1-5111	Patrol Officer	0%		1	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		1	1	1			\$62,300	\$62,300
01-210-1-5111	Patrol Officer	0%		1	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		1	1	1			\$62,400	\$62,400
01-210-1-5111	Patrol Officer	0%		1	1	1			\$0	\$0
01-210-1-5111	Patrol Officer	0%		1	1	1			\$0	\$0
01-210-1-5111	Patrol Officer	0%		1	1	1			\$0	\$0
01-210-1-5111	Patrol Officer	0%		1	1	1			\$0	\$0
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900

DEPT	POSITION	QUINN	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14	
				FTE	DEPT	MAYOR	APPROPRIATION	DEPT	MAYOR	
				STAFF	FTE	FTE	REQ	REC	REQUEST	REC
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
01-210-1-5111	Patrol Officer	0%		0	1	1			\$60,900	\$60,900
210	Police Personnel TOTAL			94	100	100	\$6,891,631	\$7,568,427	\$7,568,427	
							Holiday (5140)	\$458,507	\$458,507	
							Senior Patrol (5146)	\$60,291	\$60,291	
							License to Carry (5147)	\$93,725	\$93,725	
							Breathalyzer (5148)	\$35,568	\$35,568	
							Parking Entf Stipend (5157)	\$12,400	\$12,400	
							Clothing (5193)	\$135,200	\$135,200	

DEPT	POSITION	QUINN HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
			FTE STAFF	DEPT FTE REQ	MAYOR FTE REC		APPROPRIATION	DEPT REQUEST
01-210-1-5111	Crime/Research Analyst	A-10/1	35	1	1	\$49,333	\$49,333	\$50,073
01-210-1-5111	ROCA	UNCL	35	0	1	\$0	\$35,000	\$35,000
01-210-1-5111	Asst. Crime/Research An	A-4/4	35	0	0	0	\$37,229	\$0
01-210-1-5111	Domestic Violence Advoc	A-6/3	35	1	1	\$39,222	\$41,809	\$39,674
01-210-1-5111	Animal Control Officer	A-4/U	35	1	1	\$41,179	\$41,179	\$41,179
01-210-1-5111	Executive Secretary	C-5/U	35	1	1	\$40,093	\$40,093	\$40,093
01-210-1-5111	Data Entry Clerk	C-3/U	35	1	1	\$37,734	\$37,734	\$37,734
01-210-1-5113	Data Entry Clerk - PT	C-3/U	19.5	0	0	\$15,033	\$15,033	\$15,033
01-210-1-5111	Data Entry Clerks	C-2/U	35	1	1	\$71,808	\$35,904	\$35,904
01-210-1-5111	Data Entry Clerks	C-2/U	35	1	1		\$35,904	\$35,904
01-210-1-5111	Senior Clerk Typist	C-2/U	35	1	1	\$71,808	\$35,904	\$35,904
01-210-1-5111	Senior Clerk Typist	C-2/U	35	1	1		\$35,904	\$35,904
01-210-1-5191	Detention Supervisor - Pat Matrons		Varies	Varies	Varies	\$30,000	\$30,000	\$30,000
01-210-1-5191	School Crossing Guards - ing Guards		Varies	Varies	Varies	\$165,215	\$165,215	\$165,215
	Police Civilian TOTAL		9	11	10	\$561,425	\$425,993	\$387,369
						Part Time (5113)	\$15,033	\$15,033
						Longevity (5143)	\$5,800	\$5,800
						Stipends (5191)	\$195,215	\$195,215
	Police Personnel TOTAL (from previous page)		94	100	100	\$6,891,631	\$7,568,427	\$7,568,427
						Holiday (5140)	\$458,507	\$458,507
						Senior Patrol (5146)	\$60,291	\$60,291
						License to Carry (5147)	\$93,725	\$93,725
						Breathalyzer (5148)	\$35,568	\$35,568
						Parking Entf. Stipend (5157)	\$12,400	\$12,400

DEPT	POSITION	QUINN HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
			FTE STAFF	DEPT FTE REQ	MAYOR FTE REC		APPROPRIATION	DEPT REQUEST
210	Police Department GRAND TOTAL		103	111	110	\$7,453,056	\$7,994,420	\$7,955,796
						Part Time (5113)	\$15,033	\$15,033
						Holiday (5140)	\$458,507	\$458,507
						Longevity (5143)	\$5,800	\$5,800
						Senior Patrol (5146)	\$60,291	\$60,291
						License to Carry (5147)	\$93,725	\$93,725
						Breathalyzer (5148)	\$35,568	\$35,568
						Parking Enf. Stipend (5157)	\$12,400	\$12,400
						Stipends (5191)	\$195,215	\$195,215
						Clothing (5193)	\$135,200	\$135,200

Fire Department's Mission Statement

We, the members of the Everett Fire Department, dedicate our efforts to provide for the safety and welfare of the public through preservation of life, property, and the environment. It is the responsibility of each member to support the mission by subscribing to the following values.

For the Community:

- We recognize that the community is the reason for our presence.*
- We value the faith and trust of the community, and continually work to deserve that confidence through our attitude, conduct and accomplishments.*
- Lives are more valuable than property.*
- The safety of the public is of paramount importance, followed closely by the safety of our members.*
- All members of the public are entitled to our best efforts.*

For the Department:

- We strive for excellence in everything we do.*
- Honesty, fairness and integrity will not be compromised.*
- We continually seek effectiveness, efficiency and economy.*
- Unity and teamwork are stressed as being to our mutual advantage as individuals and as an organization.*
- Members are continually encouraged to improve themselves as individuals and employees.*
- The free exchange of ideas is encouraged.*
- We will provide professional and courteous service at all times.*
- We are sensitive to changing community needs.*

The Fire Department's goals are to:

- Develop a formalized and uniform training program*
- Establish a career development program*
- Institute a formalized apparatus preventive maintenance program*

The objective is to:

- Obtain funding to reinstate training officer position within the department for program coordination*
- Development of policies and procedures relative to mandatory training*
- Procurement of technology to develop on-line training capabilities*
- Development of Policies and Procedures relative to training and certification requirements for all department personnel*
- Development of apparatus inspection forms for all department vehicles*
- Establishment of an electronic system for reporting to and requesting services from maintenance division*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

220 - FIRE DEPARTMENT

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
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PERSONNEL

01-220-1-5111	SALARIES	\$6,128,613.16	\$6,213,295.00	\$5,154,929.14	\$6,323,451.00	\$6,323,451.00	
01-220-1-5114	CALL IN SHIFT	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00	
01-220-1-5130	OVERTIME	\$322,159.19	\$350,000.00	\$414,740.94	\$350,000.00	\$350,000.00	
01-220-1-5140	HOLIDAY	\$503,024.01	\$524,963.00	\$527,735.82	\$534,445.00	\$534,445.00	
01-220-1-5141	ADJUNCT EDUCATION	\$258,000.00	\$258,000.00	\$255,400.00	\$262,900.00	\$262,900.00	
01-220-1-5142	SHIFT DIFFERENTIAL	\$173,424.79	\$185,000.00	\$152,484.02	\$190,000.00	\$190,000.00	
01-220-1-5143	LONGEVITY	\$124,750.00	\$125,600.00	\$106,150.00	\$130,900.00	\$130,900.00	
01-220-1-5144	ABOVE GRADE DIFFERENTIALS	\$66,287.18	\$75,000.00	\$60,855.44	\$75,000.00	\$75,000.00	
01-220-1-5145	DEFIBRILATOR STIPENDS	\$95,000.00	\$95,000.00	\$0.00	\$95,000.00	\$95,000.00	
01-220-1-5147	HAZARDOUS DUTY PAY	\$150,368.31	\$152,073.00	\$154,331.67	\$154,796.00	\$154,796.00	
01-220-1-5151	EMT STIPEND	\$0.00	\$45,000.00	\$25,112.91	\$34,217.00	\$34,217.00	
01-220-1-5192	OVERTIME MEAL ALLOWANCE	\$4,032.00	\$5,000.00	\$4,109.00	\$5,000.00	\$5,000.00	
01-220-1-5193	CLOTHING ALLOWANCE	\$85,700.00	\$85,725.00	\$85,325.00	\$85,300.00	\$85,300.00	
01-220-1-5196	TOOL ALLOWANCE	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
PERSONNEL Total:		\$7,911,358.64	\$8,114,656.00	\$6,941,173.94	\$8,246,409.00	\$8,246,409.00	

EXPENSES

01-220-2-5240	EQUIPMENT MAINTENANCE	\$24,753.03	\$25,000.00	\$21,608.55	\$75,000.00	\$75,000.00	
01-220-2-5245	RADIO MAINTENANCE	\$562.10	\$5,000.00	\$435.00	\$5,000.00	\$5,000.00	
01-220-2-5261	LADDER TESTING	\$1,951.50	\$2,000.00	\$1,776.00	\$2,000.00	\$2,000.00	
01-220-2-5340	TELECOMMUNICATIONS	\$13,374.79	\$15,000.00	\$14,232.99	\$15,000.00	\$15,000.00	
01-220-2-5420	OFFICE SUPPLIES	\$3,087.61	\$3,500.00	\$3,184.96	\$3,500.00	\$3,500.00	
01-220-2-5510	TRAINING	\$13,322.81	\$15,000.00	\$3,546.56	\$15,000.00	\$15,000.00	
01-220-2-5580	REPLACEMENT FIRE FIGHTING SUPP &	\$19,758.20	\$20,000.00	\$219.98	\$20,000.00	\$20,000.00	
01-220-2-5581	STATION SUPPLIES/MEDICAL SUPPLIES	\$10,745.38	\$10,600.00	\$9,271.63	\$10,600.00	\$10,600.00	
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	\$14,981.30	\$15,000.00	\$4,201.00	\$15,000.00	\$15,000.00	
01-220-2-5710	PROFESSIONAL DEVELOPMENT	\$3,036.00	\$3,500.00	\$2,084.48	\$3,500.00	\$3,500.00	
01-220-2-5746	EMERGENCY MANAGEMENT PROGRAM	\$32,000.00	\$34,000.00	\$30,275.63	\$34,000.00	\$34,000.00	

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

220 - FIRE DEPARTMENT							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Recommended	FY2014 Council Approved
EXPENSES Total:		\$140,072.72	\$151,100.00	\$93,336.78	\$201,100.00	\$201,100.00	
220 FIRE DEPARTMENT Total:		\$8,051,431.36	\$8,265,756.00	\$7,034,510.72	\$8,447,509.00	\$8,447,509.00	

220 FIRE

PERSONNEL SERVICES

DEPT	POSITION	NAME	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14 DEPT REQUEST	FY 14 MAYOR REC
					FTE	STAFF	FTE	REQ			
01-220-1-5111	Fire Chief	David Butler	Chief		1		1		\$128,609	\$130,358	\$130,358
01-220-1-5111	Deputy Chief	John Berginello	Dep Chief		1		1		\$443,368	\$90,004	\$90,004
01-220-1-5111	Deputy Chief	Paul Calderwood	Dep Chief		1		1			\$90,004	\$90,004
01-220-1-5111	Deputy Chief	William Humphries	Dep Chief		1		1			\$90,004	\$90,004
01-220-1-5111	Deputy Chief	John Maguire	Dep Chief		1		1			\$90,004	\$90,004
01-220-1-5111	Deputy Chief	Michael Ragucci	Dep Chief		1		1		\$925,290	\$90,004	\$90,004
01-220-1-5111	Captain	Lawrence Cardinale	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	James Erickson	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Joseph Hickey	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Stephen Merrill	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Michael Nigro	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Anthony O'Brien	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Andrew O'Hearn	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Richard Rankin	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Stephen Schembri	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Kenneth Shanks	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	John Shimmers	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Norman Solari	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Captain	Vacant	Captain		1		1			\$78,264	\$78,264
01-220-1-5111	Lieutenant	Samuel Baral	Lieutenant		1		1		\$737,550	\$68,056	\$68,056
01-220-1-5111	Lieutenant	Anthony Cari	Lieutenant		1		1			\$68,056	\$68,056
01-220-1-5111	Lieutenant	Sean Dakoi	Lieutenant		1		1			\$68,056	\$68,056
01-220-1-5111	Lieutenant	John Diamond	Lieutenant		1		1			\$68,056	\$68,056
01-220-1-5111	Lieutenant	Michael Dyer	Lieutenant		1		1			\$68,056	\$68,056
01-220-1-5111	Lieutenant	John Gesualdo	Lieutenant		1		1			\$68,056	\$68,056
01-220-1-5111	Lieutenant	Michael Leary	Lieutenant		1		1			\$68,056	\$68,056

01-220-1-5111	Lieutenant	Peter McCarthy	Lieutenant	1	1	1		\$68,056	\$68,056
01-220-1-5111	Lieutenant	William Moccia	Lieutenant	1	1	1		\$68,056	\$68,056
01-220-1-5111	Lieutenant	Walter Sikora	Lieutenant	1	1	1		\$68,056	\$68,056
01-220-1-5111	Lieutenant	Michael Sullivan	Lieutenant	1	1	1		\$68,056	\$68,056
01-220-1-5111	Private	Rocco Andreotti	FF	1	1	1	\$3,848,088	\$59,179	\$59,179
01-220-1-5111	Private	Michael Baldwin	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Thaddeus Baxter	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	John Benoit	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Andrew Brennan	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Stephen Bruce	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Robert Casella	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Michael Colameta	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	James Collins	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Richard Collins	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Nicholas Cornello	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Paul Covelle	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Scott Dalrymple	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Joseph DeSisto	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Kevin DeVanna	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Sean Diamond	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Richard Eisan	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Theodore Ferranti	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	John Goyetche	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Craig Hardy	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Scott Hogan	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Sean Hogan	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	William Hurley III	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Michael Imbornone	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Richard Jacobsmeyer	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	David Joyner	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Richard Joyner	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Donald Keene	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Eric Keller	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Ralph Kitteridge	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Kenneth Lalberte	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	James Lewis	FF	1	1	1		\$59,179	\$59,179
01-220-1-5111	Private	Daniel Lloyd	FF	1	1	1		\$59,179	\$59,179

01-220-1-5111	Private	Vacant (Safer Grant)	FF	0	1	1	\$0	\$0	\$0
01-220-1-5111	Private	Vacant (Safer Grant)	FF	0	1	1	\$0	\$0	\$0
01-220-1-5111	Private	Vacant (Safer Grant)	FF	0	1	1	\$0	\$0	\$0
01-220-1-5111	Fire Apparatus Repair Technician	Steve Leonard	UNCL/U	1	1	1	\$52,563	\$52,563	\$52,563
01-220-1-5111	Executive Secretary	Maria Bussell	C-5/U	1	1	1	\$40,093	\$40,093	\$40,093
01-220-1-5111	Senior Account Clerk	Diane Liburdi	C-3/U	1	1	1	\$37,734	\$37,734	\$37,734
220	Fire TOTAL			98	106	106	\$6,213,295	\$6,323,451	\$6,323,451
							Call In Shift (5114)	\$5,200	\$5,200
							Holiday (5140)	\$534,445	\$534,445
							Adjunct Education (5141)	\$262,900	\$262,900
							Longevity (5143)	\$130,900	\$130,900
							Defib Stipend (5145)	\$95,000	\$95,000
							Hazardous Duty Pay (5147)	\$154,796	\$154,796
							EMT Stipend (5151)	\$34,217	\$34,217
							Clothing Allowance (5193)	\$85,300	\$85,300
							Tool Allowance (5196)	\$200	\$200

Inspectional Services Division's Mission Statement

The Inspectional Services Department is mandated by Local Ordinances and State Law to fulfill very specific rules and regulations regarding the Safe Construction of Buildings, Certifications of Structures, Residential and Commercial, Habitability of Dwelling units, Enforcement of State Sanitary Codes, Testing of Weighing Devices and Preparation of Food, Restaurant Grading, Signage, and Occupancy permits as well as enforcing the City of Everett Zoning by-laws. The purposes of these regulations are to protect the health, welfare and safety of the residents and visitors of the City of Everett.

FY 2014 Goals & Objectives

- Have access to view all permits online*
- Have online access to the Sign Permit Process*
- Have online access to Applications, Fees and Forms*
- Scanning of all old building, electrical, plumbing, code applications and violations*
- Outside storage of all past permits*
- Update the software within all departments to be more accurate and user friendly to the employee*
- City of Everett Inspectional Services web page to include State links such as Board of Building Regulations & Standards, Home Improvement Contractor search, Construction Supervisors License Search, Mass State Building Code 780CMR and Mass AAB Reg*

The objective of the Inspectional Service Department is to be most of all professional, treat every citizen with respect and always take the extra step when dealing with complicated issues. Our goal is to have the most up-to-date software which connects to all departments so that we can minimize the steps that the taxpayers and contractors have to take in obtaining permits.

City of Everett
Everett Budget Council Worksheet
FY14 Budget

242 - INSPECTIONAL SERVICES

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-242-1-5111	SALARIES	\$703,444.52	\$832,521.00	\$658,174.42	\$831,897.00	\$835,395.00	
01-242-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$84,372.00	\$84,372.00	
01-242-1-5120	OTHER PERSONAL SERVICES	\$236.00	\$11,677.00	\$0.00	\$2,500.00	\$2,500.00	
01-242-1-5130	OVERTIME	\$10,502.10	\$17,000.00	\$11,715.18	\$17,000.00	\$17,000.00	
01-242-1-5143	LONGEVITY	\$3,550.00	\$2,950.00	\$2,750.00	\$3,600.00	\$3,600.00	
01-242-1-5190	AUTO HIRE	\$2,100.00	\$2,100.00	\$1,750.00	\$2,100.00	\$2,100.00	
01-242-1-5193	CLOTHING ALLOWANCE	\$1,552.00	\$3,500.00	\$2,193.00	\$1,500.00	\$1,500.00	
01-242-1-5196	TOOLS FOR MECHANICS	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	
PERSONNEL Total:		\$721,784.62	\$870,148.00	\$676,982.60	\$943,369.00	\$946,867.00	

EXPENSES							
01-242-2-5210	ELECTRICITY-STREET LIGHTS	\$0.00	\$745,000.00	\$502,197.72	\$745,000.00	\$727,000.00	
01-242-2-5240	EQUIPMENT MAINTENANCE	\$21,143.27	\$25,000.00	\$12,052.91	\$30,000.00	\$30,000.00	
01-242-2-5242	FIRE ALARM REPAIR & MAINT	\$0.00	\$3,000.00	\$308.85	\$3,000.00	\$3,000.00	
01-242-2-5243	RADIO MAINTENANCE	\$0.00	\$3,000.00	\$0.00	\$7,800.00	\$7,800.00	
01-242-2-5249	SIGNAL & SHOP REPAIRS	\$0.00	\$8,000.00	\$1,307.77	\$8,000.00	\$8,000.00	
01-242-2-5319	LITIGATION FEES	\$10,500.00	\$10,500.00	\$9,678.92	\$10,500.00	\$10,500.00	
01-242-2-5343	PRINTING	\$1,787.26	\$2,000.00	\$1,490.60	\$2,400.00	\$2,400.00	
01-242-2-5420	OFFICE SUPPLIES	\$1,346.86	\$1,900.00	\$2,802.16	\$3,000.00	\$3,000.00	
01-242-2-5434	FIELD EQUIPMENT	\$4,500.00	\$5,000.00	\$967.69	\$6,500.00	\$6,500.00	
01-242-2-5585	UNIFORMS	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	
01-242-2-5586	PROFESSIONAL RESOURCE MATERIAL	\$625.19	\$500.00	\$466.08	\$750.00	\$750.00	
01-242-2-5710	PROFESSIONAL DEVELOPMENT	\$1,968.00	\$1,500.00	\$1,094.90	\$3,700.00	\$3,700.00	
EXPENSES Total:		\$41,870.58	\$805,400.00	\$532,367.60	\$823,150.00	\$805,150.00	

CAPITAL IMPROVEMENTS							
01-242-3-5870	VEHICLES	\$0.00	\$66,000.00	\$62,570.00	\$0.00	\$0.00	
CAPITAL IMPROVEMENTS Total:		\$0.00	\$66,000.00	\$62,570.00	\$0.00	\$0.00	

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242 - INSPECTIONAL SERVICES							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
SPECIAL APPROPRIATIONS							
01-241-4-5305	DEMOLITIONS OF BUILDINGS	\$375.00	\$10,000.00	\$24,277.00	\$50,000.00	\$50,000.00	
SPECIAL APPROPRIATIONS Total:		\$375.00	\$10,000.00	\$24,277.00	\$50,000.00	\$50,000.00	
242 INSPECTIONAL SERVICES Total:		\$764,030.20	\$1,751,548.00	\$1,296,197.20	\$1,816,519.00	\$1,802,017.00	

Parking Department's Mission Statement

The Parking Department enforces all parking regulations as mandated by state and local ordinances, all of which are in existence to ensure the public safety of all residents and visitors of the City of Everett. The Parking Department also coordinates with City Services, the Everett School Department, Police Department and Fire Departments, along with other city-owned buildings to address parking concerns and issue permits for city events.

To accomplish this mission we:

- Oversee the Residential Parking Program*
- Issue Tickets for Violations*
- Issue Parking Permits*
- Maintain Parking Meters*
- Conduct Hearings on Disputes*

The Parking Department's goals are to:

- Provide alternative payment methods for customers*
- Update pay system for city meters*
- Add online access to pictures of parking violations*
- Allow online appeal of tickets*
- To be directly connected to the RMV*

The objective is to:

- Provide technology improvements with the next two years*

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297 - PARKING CLERK

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-297-1-5111	SALARIES	\$439,870.92	\$444,717.00	\$391,125.56	\$452,368.00	\$453,308.00	
01-297-1-5120	OTHER PERSONAL SERVICES	\$10,500.00	\$10,500.00	\$9,000.00	\$0.00	\$0.00	
01-297-1-5130	OVERTIME	\$0.00	\$2,550.00	\$591.39	\$2,550.00	\$2,550.00	
01-297-1-5143	LONGEVITY	\$3,800.00	\$3,200.00	\$3,750.00	\$3,800.00	\$3,800.00	
01-297-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$15,500.00	\$15,500.00	
01-297-1-5193	CLOTHING ALLOWANCE	\$4,800.00	\$4,800.00	\$4,200.00	\$4,700.00	\$4,700.00	
	PERSONNEL Total:	\$458,970.92	\$465,767.00	\$408,666.95	\$478,918.00	\$479,858.00	

EXPENSES							
01-297-2-5343	PRINTING	\$4,991.00	\$2,000.00	\$25,913.63	\$42,000.00	\$20,000.00	
01-297-2-5374	TICKET PROCESSING & TICKETS	\$57,123.88	\$40,000.00	\$35,748.24	\$40,000.00	\$60,000.00	
01-297-2-5420	OFFICE SUPPLIES	\$2,496.94	\$2,000.00	\$906.86	\$2,000.00	\$2,000.00	
01-297-2-5430	METER REPAIRS & MAINTENANCE	\$2,013.41	\$2,000.00	\$142.09	\$2,000.00	\$10,000.00	
01-297-2-5745	INSURANCE & BONDS	\$400.00	\$400.00	\$0.00	\$400.00	\$400.00	
01-297-3-5870	VEHICLES	\$0.00	\$0.00	\$114,255.00	\$0.00	\$0.00	
	EXPENSES Total:	\$67,025.23	\$46,400.00	\$176,965.82	\$86,400.00	\$92,400.00	

297 PARKING CLERK Total:		\$525,996.15	\$512,167.00	\$585,632.77	\$565,318.00	\$572,258.00	
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297 PARKING CLERK

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13 STAFF	FY 14 DEPT FTE REQ	FY 14 MAYOR FTE REC	FY 13 APPROPRIATION	FY 14 DEPT REQUEST	FY 14 MAYOR REC
01-297-1-5111	Parking Clerk / Hearing Officer	A-14/1	35	1	1	1	\$62,671	\$62,671	\$63,611
01-297-1-5191	Hearing Officer - Part Time	UNCL		0	0	0	\$10,000	\$5,000	\$5,000
01-297-1-5111	Senior Clerk Typist	C-3/U	35	1	1	1	\$75,103	\$37,734	\$37,734
01-297-1-5111	Senior Clerk Typist	C-3/U	35	1	1	1		\$37,734	\$37,734
01-297-1-5111	Data Input Clerk	C-2/U	35	1	1	1	\$35,904	\$35,904	\$35,904
01-297-1-5111	Parking Meter Repairman	W-5/U	35	1	1	1	\$35,535	\$37,161	\$37,161
01-297-1-5111	Parking Control Officers / Days	SEIU/6	35	1	1	1	\$131,544	\$36,540	\$36,540
01-297-1-5111	Parking Control Officers / Days	SEIU/5	35	1	1	1		\$34,713	\$34,713
01-297-1-5111	Parking Control Officers / Days	SEIU/5	35	1	1	1		\$34,713	\$34,713
01-297-1-5111	Parking Control Officers / Days	SEIU/6	35	1	1	1		\$36,540	\$36,540
01-297-1-5111	Parking Control Officers / Nights	SEIU/6	30	0.86	0.86	0.86	\$93,960	\$32,886	\$32,886
01-297-1-5111	Parking Control Officers / Nights	SEIU/6	30	0.86	0.86	0.86		\$32,886	\$32,886
01-297-1-5111	Parking Control Officers / Nights	SEIU/6	30	0.86	0.86	0.86		\$32,886	\$32,886
297	Parking Clerk TOTAL			11.57	11.57	11.57	\$444,717	\$452,368	\$453,308
							Longevity (5143)	\$3,800	\$3,800
							Stipend (5191)	\$5,000	\$5,000
							Clothing (5193)	\$4,700	\$4,700

* All operational costs covered by Parking Meter Receipts

E 9 1 1 Department's Mission Statement

The mission of the 911 Communication Center is to provide the citizens of Everett with a reliable, state-of-the-art 911 Emergency Telephone System. This service is granted through the public safety answering point (PSAP), by answering 911 calls originating from residences, business and wireless devices. The end result is to ensure prompt emergency service for the citizens of Everett and to provide effective public safety through the appropriate dispatching of fire, police and medical units in a most timely manner.

The E 9 1 1 Department's goals are to:

- Be innovative*
- Maintain professional standards*
- Establish an ongoing training program*
- Provide the most effective Emergency Communications possible*
- Provide technology improvements within the next two years*

City of Everett
 Everett Budget Council Worksheet
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299 - EMERGENCY COMMUNICATION CENTER

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-299-1-5111	SALARIES	\$618,617.96	\$623,506.00	\$500,050.84	\$634,205.00	\$635,329.00	
01-299-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$31,700.00	\$31,700.00	
01-299-1-5130	OVERTIME	\$52,515.00	\$55,000.00	\$54,998.10	\$57,000.00	\$57,000.00	
01-299-1-5140	HOLIDAY	\$35,925.24	\$39,000.00	\$36,373.92	\$36,374.00	\$36,374.00	
01-299-1-5142	NIGHT DIFFERENTIALS	\$26,804.60	\$21,000.00	\$20,310.71	\$21,000.00	\$21,000.00	
01-299-1-5143	LONGEVITY	\$3,400.00	\$3,400.00	\$3,050.00	\$2,700.00	\$2,700.00	
01-299-1-5144	ABOVE GRADE DIFFERENTIAL	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	
PERSONNEL Total:		\$737,262.80	\$741,906.00	\$614,783.57	\$785,979.00	\$787,103.00	
EXPENSES							
01-299-2-5245	RADIO MAINTENANCE	\$16,569.69	\$18,000.00	\$16,135.31	\$20,000.00	\$20,000.00	
01-299-2-5340	TELECOMMUNICATIONS	\$5,202.31	\$4,300.00	\$3,710.81	\$4,300.00	\$4,300.00	
01-299-2-5420	OFFICE SUPPLIES	\$1,461.48	\$2,000.00	\$1,052.05	\$2,000.00	\$2,000.00	
01-299-2-5711	TRAINING EXPENSES	\$263.16	\$2,000.00	\$1,753.00	\$2,000.00	\$2,000.00	
EXPENSES Total:		\$23,496.64	\$26,300.00	\$22,651.17	\$28,300.00	\$28,300.00	
299 EMERGENCY COMMUNICATION		\$760,759.44	\$768,206.00	\$637,434.74	\$814,279.00	\$815,403.00	

299 EMERGENCY COMMUNICATION CENTER

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR FTE		DEPT REQUEST	MAYOR REC
01-299-1-5111	911 Director / Public Safety Officer	A-16/3	35	1		1	1	\$74,968	\$74,968	\$76,092
01-299-1-5111	911 Lead Dispatcher	Local 25 911/4	37.5	1		1	1	\$129,195	\$43,065	\$43,065
01-299-1-5111	911 Lead Dispatcher	Local 25 911/4	37.5	1		1	1		\$43,065	\$43,065
01-299-1-5111	911 Lead Dispatcher	Local 25 911/4	37.5	1		1	1		\$43,065	\$43,065
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1	\$399,311	\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$36,175	\$36,175
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$37,604	\$37,604
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$40,011	\$40,011
01-299-1-5111	911 Dispatcher	Local 25 911/4	37.5	1		1	1		\$36,175	\$36,175
01-299-1-5113	Dispatcher - Part Time	Local 25 911/4	37.5	1		1	1	\$20,032	\$20,000	\$20,000
01-299-1-5113	Assistant	UNCL	15	0		0	0		\$11,700	\$11,700
299	Emergency Communication Center TOTAL			16		16	16	\$623,506	\$634,205	\$635,329
								Part Time (5113)	\$31,700	\$31,700
								Holiday (5140)	\$36,374	\$36,374
								Longevity (5143)	\$2,700	\$2,700

City Services Department - Mission Statement

The Director and employees of the City of Everett Department of City Services are committed to providing the citizens of the City with world-class infrastructure, maintenance and engineering services that are efficient, effective, responsive and responsible. We are dedicated to our vision and core values. Commitment to our mission enhances the quality of life, promotes economic prosperity, and improves mobility for the citizens of Everett. As a recognized city works leader, we strive to continuously improve our operations in order to provide a safe and sustainable environment.

DIVISIONS

***Engineering Division:** Managed by the Director of Engineer, the Engineering Division is responsible for the implementation of the capital improvements program for the Department of City Services, including water, roadway and drainage, system improvements, storm water inspections, and assistance to various other department and boards.*

***Operations Division:** Managed by the Director of Operations, the Operations Division oversees the four sub-divisions in an effective manner through cost effective management and forward-thinking asset prioritization. Operations also strive to provide responsive and high quality public service through efficient operational procedures, increased value to the customer, and positive inter-organizational communications.*

SUB-DIVISIONS

***Facilities Maintenance:** Managed a Superintendent, Facilities Maintenance strives to improve, to the best of our ability, the quality of customer services because it is the most important reason for the doing what we do for the City of Everett. It takes teamwork, pride, and self-esteem to accomplish virtually unlimited services by creating, designing, maintaining, building, repairing, collecting, removing, and tackling any other problems or emergencies as they arise for a cleaner and safer environment. We do this to make a difference in everyone's lives.*

***Fleet Maintenance:** Managed by a Superintendent, Fleet Maintenance strives to ensure that the City's fleets are always fully operational and perfectly maintained by providing an efficient and effective maintenance and repair program.*

***Water and Sewer:** Managed by a Superintendent, Water and Sewer is committed to serving the needs of Everett citizens, businesses, and visitors by providing high-quality drinking water and wastewater disposal services while providing for future economic growth via progressive planning; implementing water conservation measures; safeguarding public health and the environment; and providing for continuous process improvements and cost efficiencies.*

***Highway, Parks and Cemetery:** Managed by a Superintendent, Highway, Parks and Cemetery is responsible for the maintenance and care of the roads and sidewalks in the City as well as all street signage, guardrails and pavement markings. It is also the responsibility of the staff to care, maintenance, and operation of the City's cemetery. This includes planning funeral arrangements with citizens, carrying out interment and committal services, and tending to perpetual care of the landscape. This same crew also cares for twenty scenic parks with tot lots throughout the City of Everett.*

- Provide access to the citizens of the City of Everett to information and services through internet based technologies that will facilitate public knowledge/awareness and involvement in their government.*
- Provide leadership for effective strategic and tactical planning in the use of technology.*

City of Everett
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490 - CITY SERVICES DEPARTMENT

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Recommended	FY2014 Council Approved
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PERSONNEL

01-490-1-5111	SALARIES	\$1,924,607.20	\$2,091,714.00	\$1,748,836.07	\$2,258,531.00	\$2,261,654.00	
01-490-1-5121	OTHER-POLICE DETAILS	\$42,273.00	\$50,000.00	\$24,083.50	\$50,000.00	\$50,000.00	
01-490-1-5130	OVERTIME	\$204,681.80	\$225,000.00	\$335,800.16	\$235,000.00	\$235,000.00	
01-490-1-5142	NIGHT DIFFERENTIALS	\$1,566.75	\$1,500.00	\$1,136.00	\$2,000.00	\$2,000.00	
01-490-1-5143	LONGEVITY	\$9,700.00	\$12,450.00	\$10,800.00	\$11,050.00	\$11,050.00	
01-490-1-5144	ABOVE GRADE DIFFERENTIALS	\$13,331.69	\$15,000.00	\$4,594.72	\$5,000.00	\$5,000.00	
01-490-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$18,000.00	\$18,000.00	
01-490-1-5193	CLOTHING ALLOWANCE	\$13,161.58	\$17,000.00	\$16,457.19	\$18,000.00	\$18,000.00	
01-490-1-5196	TOOLS FOR MECHANICS	\$800.00	\$800.00	\$600.00	\$600.00	\$600.00	
CITY SERVICES GENERAL OPERATING Total:		\$2,210,122.02	\$2,413,464.00	\$2,142,307.64	\$2,598,181.00	\$2,601,304.00	

PERSONNEL Total:

\$2,210,122.02 \$2,413,464.00 \$2,142,307.64 \$2,598,181.00 \$2,601,304.00

EXPENSES

01-450-2-5249	SIGNAL & SHOP EQUIPMENT REPAIRS	\$6,569.97	\$0.00	\$0.00	\$0.00	\$0.00	
CITY SERVICES DEPARTMENT Total:		\$6,569.97	\$0.00	\$0.00	\$0.00	\$0.00	

01-491-2-5210	CITY BLDGS ELECTRICITY & GAS	\$665,229.04	\$725,000.00	\$613,115.92	\$725,000.00	\$725,000.00	
01-491-2-5230	WATER & SEWER	\$27,428.10	\$50,000.00	\$36,616.20	\$50,000.00	\$50,000.00	
01-491-2-5247	HVAC SERVICE CONTRACT/REPAIRS	\$48,027.86	\$75,000.00	\$11,446.05	\$60,000.00	\$60,000.00	
01-491-2-5260	ELEVATOR SERVICE CONTRACT	\$10,356.00	\$20,000.00	\$4,155.00	\$20,000.00	\$20,000.00	
01-491-2-5291	CLEANING SERVICE CONTRACT/CITY	\$13,246.15	\$60,000.00	\$0.00	\$60,000.00	\$30,000.00	
01-491-2-5340	TELEPHONES	\$94,389.01	\$105,000.00	\$67,381.54	\$105,000.00	\$60,000.00	
01-491-2-5341	WIRELESS TELECOMMUNICATIONS	\$17,983.07	\$25,000.00	\$17,386.60	\$25,000.00	\$25,000.00	
01-491-2-5430	BUILDING REPAIR & MAINTENANCE	\$131,353.57	\$110,000.00	\$105,367.80	\$125,000.00	\$125,000.00	
01-491-2-5450	CUSTODIAL SUPPLIES	\$30,326.72	\$30,000.00	\$23,166.68	\$30,000.00	\$30,000.00	
FACILITIES MAINTENANCE Total:		\$1,038,339.52	\$1,200,000.00	\$878,635.79	\$1,200,000.00	\$1,125,000.00	

01-492-2-5210	ELECTRICITY	\$647,413.47	\$0.00	\$0.00	\$0.00	\$0.00	
01-492-2-5240	EQUIPMENT MAINT./REPAIR	\$2,809.52	\$3,000.00	\$1,214.58	\$3,000.00	\$3,000.00	
01-492-2-5420	OFFICE SUPPLIES	\$3,800.11	\$4,000.00	\$2,510.79	\$4,000.00	\$4,000.00	

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490 - CITY SERVICES DEPARTMENT

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
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EXPENSES

01-492-2-5434	FIELD EQUIPMENT & SUPPLIES	\$1,363.74	\$1,500.00	\$1,468.35	\$2,500.00	\$2,500.00	
01-492-2-5710	PROFESSIONAL DEVELOPMENT	\$75.00	\$1,000.00	\$532.00	\$1,000.00	\$1,000.00	
01-492-2-5715	AUTO HIRE	\$291.08	\$500.00	\$190.96	\$500.00	\$500.00	
01-492-2-5734	LICENSES & MEMBERSHIP FEES	\$870.00	\$1,000.00	\$554.50	\$1,000.00	\$1,000.00	
01-492-2-5746	EYEGLOSS REPLACEMENT	\$280.00	\$450.00	\$0.00	\$450.00	\$450.00	
CITY SERVICES GENERAL OPERATING Total:		\$656,902.92	\$11,450.00	\$6,471.18	\$12,450.00	\$12,450.00	

01-493-2-5243	REFURBISHING PARKS	\$38,405.54	\$250,000.00	\$30,678.23	\$250,000.00	\$250,000.00	
01-493-2-5255	LANDSCAPING	\$45,883.09	\$70,000.00	\$9,900.00	\$70,000.00	\$80,000.00	
01-493-2-5256	GRAFFITI REMOVAL	\$816.12	\$2,000.00	\$149.50	\$2,000.00	\$2,000.00	
01-493-2-5257	GLENWOOD CEMETARY EXPENSES	\$26,686.33	\$50,000.00	\$10,436.87	\$50,000.00	\$50,000.00	
01-493-2-5410	OUTDOOR FIELD LIGHTING	\$11,107.07	\$19,000.00	\$7,230.75	\$19,000.00	\$19,000.00	
01-493-2-5435	REPAIR & MAINTENANCE	\$50,371.66	\$55,000.00	\$27,473.70	\$55,000.00	\$55,000.00	
01-493-2-5439	TREES SEED & SOD SUPPLIES	\$27,748.29	\$35,000.00	\$32,258.77	\$35,000.00	\$35,000.00	
01-493-2-5830	CONCRETE LINERS	\$7,095.00	\$7,500.00	\$7,020.00	\$7,500.00	\$7,500.00	
FACILITIES & GROUNDS Total:		\$208,113.10	\$488,500.00	\$125,147.82	\$488,500.00	\$498,500.00	

01-494-2-5212	FUEL	\$5,369.76	\$7,000.00	\$970.22	\$7,000.00	\$7,000.00	
01-494-2-5213	ELECTRIC OUTDOOR FIELD	\$3,546.27	\$4,500.00	\$4,291.32	\$6,000.00	\$6,000.00	
01-494-2-5240	EQUIPMENT/MOTOR MAINT	\$1,236.00	\$1,500.00	\$669.46	\$1,500.00	\$1,500.00	
01-494-2-5255	MAINTENANCE TO FIELD	\$4,000.00	\$3,000.00	\$895.00	\$3,000.00	\$3,000.00	
01-494-2-5435	REPAIR & MAINTENANCE	\$4,290.96	\$5,000.00	\$4,890.53	\$5,000.00	\$5,000.00	
STADIUM COMMISSION Total:		\$18,442.99	\$21,000.00	\$11,716.53	\$22,500.00	\$22,500.00	

01-495-2-5240	PAVEMENT MANAGEMENT	\$33,741.00	\$50,000.00	\$16,000.00	\$50,000.00	\$50,000.00	
01-495-2-5241	CONSTRUCTION/REPAIRS	\$193,064.03	\$225,000.00	\$22,982.79	\$156,000.00	\$156,000.00	
01-495-2-5249	VEHICLE & EQUIPMENT REPAIRS	\$196,013.17	\$0.00	\$0.00	\$0.00	\$0.00	
01-495-2-5280	EQUIPMENT HIRE	\$4,896.34	\$8,000.00	\$10,288.74	\$15,000.00	\$15,000.00	
01-495-2-5435	REPAIR & MAINTENANCE	\$26,737.64	\$20,000.00	\$28,725.97	\$30,000.00	\$30,000.00	
01-495-2-5436	STREET CLEANING SUPPLIES &	\$41,207.00	\$35,000.00	\$28,019.94	\$45,000.00	\$45,000.00	
01-495-2-5438	SEWER/DRAINS SUPPLIES	\$7,287.71	\$15,000.00	\$3,722.12	\$15,000.00	\$0.00	

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490 - CITY SERVICES DEPARTMENT

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
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EXPENSES

01-495-2-5440	STREET & TRAFFIC SIGNS	\$8,584.00	\$30,000.00	\$20,585.50	\$30,000.00	\$30,000.00	
01-495-2-5445	TOWING	\$0.00	\$3,000.00	\$4,522.21	\$5,000.00	\$0.00	
01-495-2-5546	CITY SERVICES-REPAIR/MAINT	\$0.00	\$60,000.00	\$62,037.57	\$70,000.00	\$70,000.00	
01-495-2-5547	FIRE DEPT-REPAIR/MAINT	\$0.00	\$50,000.00	\$31,923.47	\$50,000.00	\$0.00	
01-495-2-5548	POLICE DEPT-REPAIR/MAINT	\$0.00	\$50,000.00	\$13,936.96	\$50,000.00	\$50,000.00	
01-495-2-5480	GASOLINE/DIESEL & OIL	\$421,318.75	\$310,000.00	\$286,047.26	\$340,000.00	\$340,000.00	
01-495-2-5541	CENTER LINE X-WLK MARK	\$76,665.80	\$90,000.00	\$10,426.21	\$90,000.00	\$50,000.00	
01-495-2-5543	CEMENT STONE & ASPHALT	\$76,025.10	\$100,000.00	\$58,252.56	\$100,000.00	\$100,000.00	
01-495-2-5545	EDITH ST FENCE	\$45,832.59	\$0.00	\$0.00	\$0.00	\$0.00	
01-495-2-5570	SHOP TOOLS/EQUIP/SUPPLIES/MTRL	\$0.00	\$15,000.00	\$10,388.69	\$15,000.00	\$15,000.00	
01-495-2-5580	M V INSPECTIO	\$0.00	\$3,000.00	\$3,201.94	\$3,000.00	\$3,000.00	
01-495-2-5581	TIRES & TIRE SUPPLIES	\$0.00	\$30,000.00	\$18,213.82	\$30,000.00	\$30,000.00	
01-495-2-5582	TRAINING & SOFTWARE	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	
01-495-2-5583	BODY SHOP/CORROSION/OUTSIDE SVS	\$0.00	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	
01-495-2-5656	I S D-REPAIR/MAINT	\$0.00	\$20,000.00	\$2,276.50	\$20,000.00	\$20,000.00	
01-495-2-5715	AUTO HIRE	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	
HIGHWAY Total:		\$1,131,373.13	\$1,126,500.00	\$631,552.25	\$1,127,000.00	\$1,016,500.00	

01-496-2-5280	EQUIPMENT HIRE	\$5,437.50	\$40,000.00	\$297,751.50	\$40,000.00	\$40,000.00	
01-496-2-5434	SUPPLIES & MATERIALS	\$0.00	\$50,000.00	\$36,029.13	\$50,000.00	\$50,000.00	
01-496-2-5536	SALT SNOW & ICE	\$125,305.53	\$100,000.00	\$260,061.46	\$100,000.00	\$100,000.00	
SNOW & ICE Total:		\$130,743.03	\$190,000.00	\$593,842.09	\$190,000.00	\$190,000.00	

01-497-2-5290	REFUSE COLLECTION	\$1,288,720.00	\$1,792,865.00	\$1,318,655.25	\$1,737,661.00	\$1,737,661.00	
01-497-2-5293	SOLID WASTE DISPOSAL	\$1,251,479.17	\$1,350,000.00	\$846,479.21	\$1,400,000.00	\$1,200,000.00	
01-497-2-5297	RECYCLABLES DISPOSAL	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	
01-497-2-5298	HAZARDOUS WASTE COLL/DISP	\$728.50	\$1,000.00	\$60.00	\$1,000.00	\$1,000.00	
01-497-2-5299	RUBBL/YARD WASTE DISPOSAL	\$65,050.32	\$100,000.00	\$33,102.23	\$100,000.00	\$100,000.00	
SOLID WASTE Total:		\$2,605,977.99	\$3,253,865.00	\$2,198,296.69	\$3,248,661.00	\$3,048,661.00	

EXPENSES Total:		\$5,796,462.65	\$6,291,315.00	\$4,445,662.35	\$6,289,111.00	\$5,913,611.00	
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City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

490 - CITY SERVICES DEPARTMENT							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Recommended	FY2014 Council Approved
CAPITAL IMPROVEMENTS							
CAPITAL IMPROVEMENTS Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
490 CITY SERVICES DEPARTMENT Total:		\$8,006,584.67	\$8,704,779.00	\$6,587,969.99	\$8,887,292.00	\$8,514,915.00	

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CITY SERVICES

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	FTE	REQ		DEPT REQUEST	MAYOR REC
01-490-1-5111	Executive Director	A-18/2	35	1	1	1	1	\$82,152	\$83,384	\$83,384
01-490-1-5111	Operations Manager	A-16/2	35	1	1	1	1	\$72,430	\$72,430	\$73,517
01-490-1-5111	Facilities Maintenance Superintendent	A-16/2	35	1	1	1	1	\$72,430	\$72,430	\$72,430
01-490-1-5111	Fleet Superintendent	A-15/2	35	1	1	1	1	\$68,328	\$68,328	\$69,353
01-490-1-5111	Highway/Park/Cemetery Superintendent	A-15/1	35	0	1	1	1	\$0	\$67,013	\$67,013
01-490-1-5111	City Engineer	A-13/5	35	1	1	1	1	\$67,428	\$67,428	\$68,439
01-490-1-5111	Inspector of Weights & Measures	A-10		1	0	0	0	\$52,848	\$0	\$0
01-490-1-5111	Administrative Assistant	A-6/U/6	35	1	1	1	1	\$47,839	\$48,358	\$48,358
01-490-1-5111	Senior Account Clerk	C-3/U/6	35	1	1	1	1	\$113,203	\$37,734	\$37,734
01-490-1-5111	Senior Account Clerk	C-3/U/6	35	1	1	1	1		\$37,734	\$37,734
01-490-1-5111	Senior Account Clerk	C-3/U/6	35	1	1	1	1		\$37,734	\$37,734
01-490-1-5111	Facilities Maintenance Mechanic	W-13/U/4	40	1	1	1	1	\$62,348	\$62,348	\$62,348
01-490-1-5111	Special Service Craftsman	W-12/U/2	40	1	1	1	1	\$58,401	\$58,401	\$58,401
01-490-1-5111	Motor Equipment Repairman	W-11/U/4	40	1	1	1	1	\$149,584	\$49,861	\$49,861
01-490-1-5111	Motor Equipment Repairman	W-11/U/4	40	1	1	1	1		\$49,861	\$49,861
01-490-1-5111	Motor Equipment Repairman	W-11/U/4	40	1	1	1	1		\$49,861	\$49,861
01-490-1-5111	Work Foreman / Hwy-Bldg-Grounds	W-10/U/4	40	1	1	1	1	\$96,800	\$48,400	\$48,400
01-490-1-5111	Work Foreman / Hwy-Bldg-Grounds	W-10/U/4	40	1	1	1	1		\$48,400	\$48,400
01-490-1-5111	Lead Custodian General Maintenance	W-10/U/3	40	1	1	1	1	\$48,400	\$47,481	\$47,481
01-490-1-5111	Special Service Craftsman	W-9/U/1	40	1	1	1	1	\$35,559	\$43,430	\$43,430
01-490-1-5111	Craftsman - SMEO	W-8/U/4	40	1	1	1	1	\$313,722	\$45,623	\$45,623
01-490-1-5111	Craftsman - SMEO	W-8/U/4	40	1	1	1	1		\$45,623	\$45,623
01-490-1-5111	Craftsman - SMEO	W-8/U/4	40	1	1	1	1		\$45,623	\$45,623
01-490-1-5111	Craftsman - SMEO	W-8/U/4	40	1	1	1	1		\$45,623	\$45,623
01-490-1-5111	Craftsman - SMEO	W-8/U/3	40	1	1	1	1		\$44,725	\$44,725
01-490-1-5111	Craftsman - SMEO	W-8/U/4	40	1	1	1	1		\$45,623	\$45,623
01-490-1-5111	Craftsman - HMEO	W-7/U/4	40	1	1	1	1	\$88,470	\$44,307	\$44,307
01-490-1-5111	Craftsman - HMEO	W-7/U/4	40	1	1	1	1		\$44,307	\$44,307
01-490-1-5111	Watchman - HMEO	W-7/U/2	40	1	1	1	1	\$43,844	\$42,804	\$42,804
01-490-1-5111	Watchman - HMEO (32 Hours)	W-7/U/2	32	0.80	0.80	0.80	0.80	\$35,075	\$34,243	\$34,243
01-490-1-5111	Custodian / General Maintenance	W-6/U/3	40	1	1	1	1		\$42,804	\$42,804
01-490-1-5111	Custodian / General Maintenance	W-6/U/4	40	1	1	1	1	\$131,043	\$43,681	\$43,681
01-490-1-5111	Custodian / General Maintenance	W-6/U/4	40	1	1	1	1		\$43,681	\$43,681

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14	FY 14
				FTE	DEPT	MAYOR	APPROPRIATION	DEPT	MAYOR	
				STAFF	FTE	FTE	REQ	REQ	REQUEST	REC
01-490-1-5111	Craftsman	W-5U/3	40	1	1	1		\$335,060	\$41,635	\$41,635
01-490-1-5111	Craftsman	W-5U/4	40	1	1	1			\$42,470	\$42,470
01-490-1-5111	Craftsman	W-5U/4	40	1	1	1			\$42,470	\$42,470
01-490-1-5111	Craftsman	W-5U/4	40	1	1	1			\$42,470	\$42,470
01-490-1-5111	Craftsman	W-5U/2	40	1	1	1			\$40,612	\$40,612
01-490-1-5111	Craftsman	W-5U/2	40	1	1	1			\$41,635	\$41,635
01-490-1-5111	Craftsman	W-5U/3	40	0	1	1		\$0	\$41,635	\$41,635
01-490-1-5111	Craftsman	W-5U/3	40	0	1	1		\$0	\$42,470	\$42,470
01-490-1-5111	Craftsman	W-5U/4	40	0	1	1		\$0	\$40,612	\$40,612
01-490-1-5111	Craftsman	W-5U/2	40	0	1	1		\$0	\$41,447	\$41,447
01-490-1-5111	Custodian / Class - 2	W-4U/4	40	1	1	1		\$41,447	\$41,447	\$41,447
01-490-1-5113	Custodian / Hours as needed	UNCL		0	0	0		\$14,851	\$14,851	\$14,851
01-490-1-5191	Board Member	Board		0	0	0		\$1,800	\$3,600	\$3,600
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Board Member	Board		0	0	0		\$1,000	\$2,000	\$2,000
01-490-1-5191	Clerk to the Board	Board		0	0	0		\$1,200	\$2,400	\$2,400
490	City Services TOTAL			42.80	46.80	46.80		\$2,091,714	\$2,258,531	\$2,261,654
								Part Time (5113)	\$14,851	\$14,851
								Longevity (5143)	\$11,050	\$11,050
								Stipend (5191)	\$18,000	\$18,000
								Clothing (5193)	\$18,000	\$18,000

Health Department's Mission Statement

Through regulatory enforcement, policy development and coalition building, the Everett Health Department's mission is to prevent disease and injury, promote wellness and protect the personal, community and environmental health of all Everett residents.

The Health Department's goals are to:

- Increase the number of flu vaccines administered by 5% (600 in FY 13 to 630 in FY 14)*
- Implement 1-3 healthy food policies within the city*
- Apply for 3 medium-large payout (\$10,000 - \$50,000+) in grants in FY 14*
- Provide nurses to the city's schools*
- Continue programs through the Energize Everett health initiative*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

510 - BOARD OF HEALTH

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-510-1-5111	SALARIES	\$694,363.94	\$796,080.00	\$636,662.26	\$863,641.00	\$873,237.00	
01-510-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$9,476.00	\$9,476.00	
01-510-1-5120	OTHER PERSONAL SERVICES	\$0.00	\$1,539.00	\$217.38	\$0.00	\$0.00	
01-510-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
01-510-1-5143	LONGEVITY	\$1,600.00	\$2,000.00	\$1,000.00	\$1,200.00	\$1,200.00	
01-510-1-5144	ABOVE GRADE DIFFERENTIAL	\$0.00	\$0.00	\$0.00	\$1,570.00	\$1,570.00	
01-510-1-5191	STPEND	\$0.00	\$0.00	\$0.00	\$3,200.00	\$3,200.00	
01-510-1-5193	CLOTHING ALLOWANCE	\$2,125.00	\$2,450.00	\$2,410.00	\$2,800.00	\$2,800.00	
INSPECTION OF SCHOOL CHILDREN Total:		\$698,088.94	\$802,069.00	\$640,289.64	\$882,087.00	\$891,683.00	
PERSONNEL Total:							
EXPENSES		\$698,088.94	\$802,069.00	\$640,289.64	\$882,087.00	\$891,683.00	
01-510-2-5249	EQUIPMENT REPAIRS	\$268.00	\$350.00	\$119.00	\$350.00	\$350.00	
01-510-2-5300	PROFESSIONAL SERVICES	\$621.51	\$1,200.00	\$379.61	\$1,200.00	\$1,200.00	
01-510-2-5302	PROFESSIONAL RESOURCES	\$2,060.91	\$1,550.00	\$893.55	\$0.00	\$0.00	
01-510-2-5420	OFFICE SUPPLIES	\$1,021.11	\$1,175.00	\$209.10	\$1,175.00	\$1,175.00	
01-510-2-5710	PROFESSIONAL DEVELOPMENT	\$378.00	\$500.00	\$185.00	\$2,000.00	\$2,000.00	
01-510-2-5780	MOSQUITO CONTROL	\$11,000.00	\$11,000.00	\$11,000.00	\$12,000.00	\$12,000.00	
01-510-2-5781	PEST CONTROL	\$0.00	\$1,300.00	\$850.00	\$1,000.00	\$1,000.00	
BOARD OF HEALTH Total:		\$15,349.53	\$17,075.00	\$13,636.26	\$17,725.00	\$17,725.00	
01-511-2-5310	MEDICAL SUPPLIES	\$3,250.28	\$3,275.00	\$1,510.20	\$3,275.00	\$3,275.00	
01-511-2-5383	MEDICAL WASTE	\$434.94	\$650.00	\$460.50	\$650.00	\$650.00	
01-511-2-5503	DENTAL/HEARING/VISION SERVICES	\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	
01-511-2-5710	PROFESSIONAL DEVELOPMENT	\$540.00	\$750.00	\$585.00	\$750.00	\$750.00	
INSPECTION OF SCHOOL CHILDREN Total:		\$4,225.22	\$4,925.00	\$2,555.70	\$4,925.00	\$4,925.00	
EXPENSES Total:		\$19,574.75	\$22,000.00	\$16,191.96	\$22,650.00	\$22,650.00	

510 BOARD OF HEALTH Total:	\$717,663.69	\$824,069.00	\$656,481.60	\$904,737.00	\$914,333.00
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510 HEALTH DEPARTMENT

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR FTE		DEPT REQUEST	MAYOR REC
01-510-1-5111	Health Department Director	A-15/2	35	1		1	1	\$61,460	\$69,353	\$69,353
01-510-1-5111	Supervising Nurse	A-12/2	35	1		1	1	\$57,372	\$57,372	\$58,232
01-510-1-5111	Public Health Nurse	A-8/1	35	1		1	1	\$49,221	\$42,897	\$43,540
01-510-1-5111	Public Health Nurse - (25 hours)	A-8/1	25	0.71		0.71	0.71	\$30,647	\$30,647	\$31,107
01-510-1-5111	Nurse / RN	A-7/5	35	1		1	1	\$517,877	\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/5	35	1		1	1		\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/5	35	1		1	1		\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/1	35	1		1	1		\$39,535	\$40,128
01-510-1-5111	Nurse / RN	A-7/1	35	1		1	1		\$39,535	\$40,128
01-510-1-5111	Nurse / RN	A-7/2	35	1		1	1		\$40,918	\$41,532
01-510-1-5111	Nurse / RN	A-7/5	35	1		1	1		\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/5	35	1		1	1		\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/2	35	1		1	1		\$45,368	\$46,048
01-510-1-5111	Nurse / RN	A-7/1	35	1		1	1		\$40,918	\$41,532
01-510-1-5111	Nurse / RN	A-7/UNCL	35	1		1	1		\$40,918	\$41,532
01-510-1-5111	Nurse / RN	A-7/2	35	1		1	1		\$40,918	\$41,532
01-510-1-5111	Nurse / LPN	A-7/1	35	1		1	1		\$33,440	\$33,440
01-510-1-5111	Senior Clerk Typist	A-3A/4	35	1		1	1		\$31,627	\$31,627
01-510-1-5111	Nurses - Per Diem	C-2U/6		1		1	1		\$35,200	\$35,904
01-510-1-5113	Wellness Coordinator	A-7	35	0		0	0	\$9,476	\$9,476	\$9,476
01-510-1-5111	Grant Coordinator	UNCL	35	0		0.50	0.50		\$60,000	\$60,000
01-510-1-5111	Board Members	UNCL	0	0		0	0	\$1,200	\$25,000	\$25,000
01-510-1-5191	Board Members	Board	0	0		0	0	\$1,000	\$1,200	\$1,200
01-510-1-5191	Board Members	Board	0	0		0	0	\$1,000	\$1,000	\$1,000
01-510-1-5191	Board Members	Board	0	0		0	0	\$1,000	\$1,000	\$1,000
510	Board of Health TOTAL		17.71		19.21		19.21	\$796,080	\$863,641	\$873,237
								Part Time (5113)	\$9,476	\$9,476
								Longevity (5143)	\$1,200	\$1,200
								Stipend (5191)	\$3,200	\$3,200
								Clothing (5193)	\$2,800	\$2,800
								General Fund Totals		

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14	FY 14
				FTE	DEPT FTE	MAYOR FTE	APPROPRIATION	DEPT REQUEST	MAYOR REC	
Energize Ev Grt	Grant Coordinator	UNCL	35	0	0.50	0.50	\$0	\$25,000	\$25,000	
510	Board of Health TOTAL			0	0.50	0.50	\$0	\$25,000	\$25,000	
								Special Revenue Total		

Planning and Development's Mission Statement

The mission of the Department of Planning and Development is to enhance the viability of the community as a desirable place in which to live, work, and recreate, through sound urban planning practices, land-use strategies and housing community / economic development activities.

To accomplish this mission, we will:

- Practice responsive, effective governance;*
- Provide objective, non-biased guidance to all seeking to live, work or recreate in Everett;*
- Work cooperatively with the people of Everett to create and follow long-range planning initiatives;*
- Encourage partnerships with citizens, private institutions, non-profits, businesses, schools and others throughout the City;*
- Effectively manage projects and initiatives utilizing up-to-date management practices and technologies.*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

521 - PLANNING AND DEVELOPMENT							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-521-1-5111	SALARIES	\$0.00	\$84,500.00	\$69,606.25	\$202,781.00	\$203,220.00	
01-521-1-5130	OVERTIME	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	
	PERSONNEL Total:	\$0.00	\$84,500.00	\$69,606.25	\$202,881.00	\$203,320.00	
EXPENSES							
01-521-2-5300	PROFESSIONAL SERVICES	\$0.00	\$1,500.00	\$455.00	\$10,000.00	\$10,000.00	
01-521-2-5420	OFFICE SUPPLIES	\$0.00	\$1,000.00	\$458.06	\$1,000.00	\$1,000.00	
	EXPENSES Total:	\$0.00	\$2,500.00	\$913.06	\$11,000.00	\$11,000.00	
	521 PLANNING AND DEVELOPMENT Total:	\$0.00	\$87,000.00	\$70,519.31	\$213,881.00	\$214,320.00	

521 PLANNING & DEVELOPMENT

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13 FTE STAFF	FY 14 DEPT FTE REQ	FY 14 MAYOR FTE REC	FY 13 APPROPRIATION	FY 14 DEPT REQUEST	FY 14 MAYOR REC
01-521-1-5111	Executive City Planner	UNCL	35	1	0.80	0.80	\$84,500	\$67,600	\$67,600
01-521-1-5111	Senior Planner	A-12/2	35	0	0.75	0.75	\$0	\$43,674	\$43,674
01-521-1-5111	Sustain/Environ Planner	A-11/1	35	0	1.00	1.00	\$0	\$53,079	\$53,079
01-521-1-5111	Deputy Director	UNCL	35	0	0.20	0.20	\$0	\$14,213	\$14,427
01-521-1-5111	Housing Specialist	UNCL	35	0	0.25	0.25	\$0	\$15,058	\$15,284
01-521-1-5111	Senior Account Clerk	C-3U/1	35	0	0.30	0.30	\$0	\$9,157	\$9,157
521	Planning & Development TOTAL			1.00	3.30	3.30	\$84,500	\$202,781	\$203,220
								General Fund Total	
CDBG	Executive City Planner	UNCL	35	0	0.20	0.20	\$0	\$16,900	\$16,900
CDBG	Senior Planner	A-12/2	35	0	0.25	0.25	\$0	\$14,558	\$14,343
CDBG	Deputy Director	UNCL	35	1	0.80	0.80	\$71,067	\$56,854	\$57,706
Home	Housing Specialist	UNCL	35	1	0.75	0.75	\$60,231	\$45,173	\$45,851
CDBG	Senior Account Clerk	C-3U/1	35	1	0.70	0.70	\$30,524	\$21,367	\$21,367
521	Planning & Development TOTAL			3.00	2.70	2.70	\$161,822	\$154,852	\$156,167
								Special Revenue Total	

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

541 - COUNCIL ON AGING		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Mayor Recommended	Council Approved
EXPENSES							
01-541-2-5420	OFFICE SUPPLIES	\$1,199.49	\$1,400.00	\$549.86	\$1,500.00	\$1,500.00	
01-541-2-5780	SENIOR ACTIVITIES EXPENSES	\$29,376.00	\$40,000.00	\$28,050.29	\$40,000.00	\$40,000.00	
	EXPENSES Total:	\$30,575.49	\$41,400.00	\$28,600.15	\$41,500.00	\$41,500.00	
	541 COUNCIL ON AGING Total:	\$30,575.49	\$41,400.00	\$28,600.15	\$41,500.00	\$41,500.00	

Veterans Department Mission Statement

Support veterans, widows and children in need

The Veterans Department's goals are to:

- Secure more military graves at Glenwood Cemetery*
- Advance the cause of homelessness among veterans*
- Continue honors and memorial functions within the city*
- Offer ongoing public service to the country for veterans*
- Work off program for veterans*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

543 - VETERANS SERVICES

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-543-1-5111	SALARIES	\$53,176.39	\$54,699.00	\$45,231.70	\$60,909.00	\$60,909.00	
01-543-1-5120	OTHER PERSONAL SERVICES	\$878.71	\$1,000.00	\$604.02	\$1,000.00	\$1,000.00	
01-543-1-5143	LONGEVITY	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	
PERSONNEL Total:		\$54,055.10	\$55,699.00	\$45,835.72	\$62,709.00	\$62,709.00	

EXPENSES							
01-543-2-5240	EQUIPMENT MAINTENANCE	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	
01-543-2-5420	OFFICE SUPPLIES	\$459.75	\$500.00	\$317.55	\$500.00	\$500.00	
01-543-2-5700	CITY FLAGS	\$6,000.00	\$6,000.00	\$1,812.78	\$6,000.00	\$6,000.00	
01-543-2-5701	VETERANS PLAQUES & SIGNS	\$495.66	\$650.00	\$611.75	\$650.00	\$650.00	
01-543-2-5770	VET BEN-ALLOWANCE	\$369,267.82	\$395,000.00	\$300,721.90	\$395,000.00	\$395,000.00	
01-543-2-5775	VET BEN-DR. DENTIST & HOSPITAL	\$17,248.39	\$18,000.00	\$15,543.18	\$18,000.00	\$18,000.00	
01-543-2-5777	VET BEN-MEDEX	\$27,200.09	\$30,000.00	\$14,054.41	\$30,000.00	\$30,000.00	
01-543-2-5783	VETERANS DAY	\$2,500.00	\$2,500.00	\$954.71	\$3,000.00	\$3,000.00	
01-543-2-5785	CITY MEMORIAL DAY EXPENSES	\$500.00	\$500.00	\$105.82	\$500.00	\$500.00	
EXPENSES Total:		\$423,671.71	\$453,550.00	\$334,122.10	\$453,650.00	\$453,650.00	

543 VETERANS SERVICES Total:		\$477,726.81	\$509,249.00	\$379,957.82	\$516,359.00	\$516,359.00	
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543 VETERAN'S SERVICES

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT REQ	MAYOR REC		DEPT REQUEST	MAYOR REC
01-543-1-5111	Veteran's Director	A-11/5	35	1	1	1		\$54,699	\$60,909	\$60,909
01-543-1-5111	Veteran's Director	Longevity							\$800	\$800
01-543-1-5120	Senior Account Clerk	C3U/6	As needed						\$1,000	\$1,000
543	Veteran's Services TOTAL			1	1	1		\$54,699	\$60,909	\$60,909
									Other Personal Services (5120) \$1,000	\$1,000
									Longevity (5143) \$800	\$800

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

544 - COMMISSION ON DISABILITY		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
PERSONNEL							
01-544-1-5111	SALARIES	\$2,700.12	\$3,700.00	\$1,958.41	\$0.00	\$0.00	
01-544-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$3,700.00	\$3,700.00	
PERSONNEL Total:		\$2,700.12	\$3,700.00	\$1,958.41	\$3,700.00	\$3,700.00	
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 COMMISSION ON DISABILITY Total:		\$2,700.12	\$3,950.00	\$1,958.41	\$3,950.00	\$3,950.00	

544 COMMISSION ON DISABILITY

PERSONNEL SERVICES

DEPT	POSITION	CLASS	HOURS	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14
				FTE	DEPT	MAYOR		APPROPRIATION	DEPT
				STAFF	FTE REQ	FTE REC	REQ	REQUEST	REC
01-544-1-5191	Commission Chair	Commission		0	0	0	\$700	\$700	\$700
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
01-544-1-5191	Commission Member	Commission		0	0	0	\$500	\$500	\$500
544	Commission on Disability TOTAL			0	0	0	\$3,700	\$0	\$0
							Stipends (5191)	\$3,700	\$3,700

Human Services's Mission Statement

The City of Everett's Mayor's Office of Human Services will promote a safe, healthy and financially stable city through collaborative planning, community action and policy advocacy for Everett residents.

To accomplish this mission we will:

- Listen to the concerns of residents and respond to their needs in a professional manner*
- Encourage diversity in our programs and in the community*
- Promote partnerships with social service, health and educational agencies*

Goals and Objectives

To initiate and improve programs and services for the City's elderly, low-income, minority and disabled citizens.

- Review current programs and existing grants for effectiveness in serving Everett residents every year*
- Apply for human service oriented grants in a timely fashion and monitor existing grants every year*

To encourage interagency communication and to serve as liaison to the City's community groups and social service agencies.

- Serve on boards and committees, attend meetings, and collaborate with social service agencies in Everett as well as the surrounding cities*
- Share information with all employees in the Office of Human Services*

To continue our Holiday Programs for Everett citizens.

- Request donations to provide Thanksgiving baskets and Christmas gifts and meals*
- Continue to accept applications from eligible Everett residents*

To strengthen our Emergency Assistance Program for Everett citizens in crisis.

- Apply for funding*
- Collaborate with area agencies to provide services*
- Provide financial assistance to eligible residents when funding is available*
- Refer residents to appropriate services when requested*

To expand our English-As-A-Second-Language classes for the Everett Adult Learning Center.

- Increase the number of students by providing classes for a reasonable fee*
- Increase the number of classes offered free of charge by applying for additional grants*
- Offer GED and Citizenship classes*

Continue to partner with the Planning Office

- Award and monitor the Small Cities Mini-Entitlement Public Social Service Grants.*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

599 - MAYORS OFFICE OF HUMAN SERVICE

Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-599-1-5111	SALARIES	\$215,638.07	\$239,637.00	\$180,863.75	\$213,869.00	\$213,869.00	
01-599-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	
01-599-1-5143	LONGEVITY	\$1,400.00	\$1,400.00	\$1,450.00	\$1,850.00	\$1,850.00	
PERSONNEL Total:		\$217,038.07	\$241,037.00	\$182,313.75	\$245,719.00	\$245,719.00	

EXPENSES							
01-599-2-5302	DOMESTIC VIOLENCE PREVENTION	\$9,000.00	\$9,000.00	\$6,750.00	\$9,000.00	\$9,000.00	
01-599-2-5420	OFFICE SUPPLIES	\$1,799.87	\$1,800.00	\$1,168.74	\$1,800.00	\$1,800.00	
01-599-2-5780	SOCIAL SERVICES	\$11,500.00	\$11,500.00	\$6,158.25	\$12,000.00	\$1,200.00	
01-599-2-5781	ELDER SERVICES	\$48,000.00	\$53,000.00	\$47,707.25	\$53,000.00	\$53,000.00	
EXPENSES Total:		\$70,299.87	\$75,300.00	\$61,784.24	\$75,800.00	\$65,000.00	

599 MAYORS OFFICE OF HUMAN SERVICE		\$287,337.94	\$316,337.00	\$244,097.99	\$321,519.00	\$310,719.00	
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599 MAYOR'S OFFICE OF HUMAN SERVICES

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	FY 13	FY 14	FY 14	FY 13	FY 14	FY 14	FY 14
					FTE	DEPT REQ	MAYOR FTE REC	APPROPRIATION	DEPT REQUEST	MAYOR REC	
01-599-1-5111	Human Services Director *	A-15/4	35	1	0.93	0.93	\$63,611	\$68,075	\$68,075		
01-599-1-5111	COA Assist Dir / Prog Coord**	A-10/3	35	1	0.95	0.95	\$46,601	\$50,206	\$50,206		
01-599-1-5111	Literacy Program Coordinator	A-9	0	1	0	0	\$17,510	\$0	\$0		
01-599-1-5111	Senior Account Clerk	C-3U/6	35	1	1	1	\$37,734	\$37,734	\$37,734		
01-599-1-5111	Senior Account Clerk	C-3U/6	35	1	1	1	\$30,000	\$37,734	\$37,734		
01-599-1-5111	Senior Account Clerk ***	C-3U/2	35	1	0.63	0.63	\$16,803	\$20,120	\$20,120		
01-599-1-5113	Elderly Assistants	Uncl	0	0	0	0	\$27,378	\$12,675	\$12,675		
01-599-1-5113	Elderly Assistants	Uncl	0	0	0	0	\$9,350	\$9,350	\$9,350		
01-599-1-5113	Elderly Assistants	Uncl	0	0	0	0	\$4,335	\$4,335	\$4,335		
01-599-1-5113	Elderly Assistants	Uncl	0	0	0	0	\$3,640	\$3,640	\$3,640		
599	Human Services TOTAL			6	4.51	4.51	\$239,637	\$213,869	\$213,869		
							Part Time (5113)	\$30,000	\$30,000		
							Longevity (5143)	\$1,850	\$1,850		
							General Fund Total				
	* Partially funded by grant: Annual Salary is \$73,199										
	** Partially funded by grant: Annual Salary is \$52,848										
	*** Partially funded by grant: Annual Salary is \$31,937										
599	Human Services Director *	A-15/4	35	0	0.07	0.07	\$0	\$5,124	\$5,124		
	COA Assist Dir / Prog Coord**	A-10/3	35	0	0.05	0.05	\$0	\$2,642	\$2,642		
	Senior Account Clerk ***	C-3U/2	35	0	0.37	0.37	\$0	\$11,817	\$11,817		
599	Human Services TOTAL			0.00	0.49	0.49	\$0	\$19,583	\$19,583		
								Special Revenue Total			

Libraries Mission Statement

The Mission of the Everett Libraries is to instill a love of reading and learning in children and adults by providing access to the world of ideas and information. Open to all, the Parlin and Shute libraries will promote literacy, protect intellectual freedom and encourage life long learning.

The Libraries goals are:

Buildings

- Provide facilities that support library services, collections and programs and to create a public venue for the exchange of ideas and cultural activities.*
- Renovate Shute Library - Complete the project and open the renovated building by June 30, 2014 and complete the project within budget*
- Enhance appearance of Parlin Library - Install a hanging system for the public display of art, repair or replace damaged chairs and replace worn carpeting in high wear areas*
- Upgrade Toddler Area - Replace picture book bins with shelving*
- Provide technological infrastructure - Update WIFI at Parlin and Shute libraries*

Technology

- To provide technological infrastructure to support library services, collections and community activities.*
- Provide technical infrastructure - Investigate self check-out*
- Provide technology to support collections/programs/services - Utilize web to present digitized local history material*
- Improve quality of public catalog - Complete adding Everett Local history items, streamline acquisition/processing utilizing system and work with the NOBLE network to customize Everett's catalog*
- Staff development in technology - Increase number of staff trained to update library website and/or utilize social media*

Collections

- Provide a collection that serves the educational and recreational needs of the community, including items in major languages spoken in Everett and in a variety of formats and to act as a gateway to the wider world of information and knowledge through electronic access and interlibrary resource sharing.*
- Update Collections for currency and relevance to community needs - Weed collection of at least 250 worn, dated items and add at least 100 titles in community languages or English language studies*
- Improve preservation - Digitize local newspapers*

Libraries (continued)

Programs and Services

- Provide customer-oriented services and programs that enrich, inform and encourage library use*
- Provide Children's programs that will improve reading - provide at least 40 story times*

Human Services

- Inspire all personnel, staff, volunteers and trustees to offer excellent service and together create a positive atmosphere that encourages innovation and collaboration.*
- Increase skills of personnel - provide at least 1 in-house workshop and at least 4 training opportunities to increase staff computer skills*
- Strengthen and improve customer service - Upgrade at least two sections of Policies and Procedures manual and provide at least one training opportunity per year to enhance staff skills*

Public Relations

- Communicate the library's organizational identity and increase use of its collections, programs and services through promotion.*
- Utilize electronic media - update at least two website pages and investigate the possibility of utilizing Wordpress for the website*

Community Relations

- Form strong collaborative ties with public and private community agencies and organizations by working to further common goals for the benefit of the community.*
- Reach out to community with services - participate in at least four community programs per year*

Funding

- Support the mission and priorities of the Everett libraries through a combination of public and private funding, grants and fundraising.*
- Raise funds for library buildings and programs - apply for at least one grant*

City of Everett
Everett Budget Council Worksheet
FY14 Budget

610 - LIBRARIES		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-610-1-5111	SALARIES	\$621,353.73	\$701,829.00	\$557,661.77	\$517,568.00	\$518,579.00	
01-610-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$193,922.00	\$193,922.00	
01-610-1-5120	OTHER PERSONAL SERVICES	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	
01-610-1-5143	LONGEVITY	\$4,550.00	\$4,550.00	\$4,150.00	\$5,350.00	\$5,350.00	
LIBRARIES Total:		\$625,903.73	\$707,379.00	\$561,811.77	\$716,840.00	\$717,851.00	
PERSONNEL Total:		\$625,903.73	\$707,379.00	\$561,811.77	\$716,840.00	\$717,851.00	
EXPENSES							
01-610-2-5240	EQUIPMENT REPAIR & MAINTENANCE	\$1,413.36	\$5,000.00	\$1,396.27	\$5,000.00	\$5,000.00	
01-610-2-5420	OFFICE SUPPLIES	\$2,875.22	\$6,000.00	\$5,393.51	\$6,000.00	\$6,000.00	
01-610-2-5423	NON PRINT MEDIA	\$9,108.56	\$14,000.00	\$10,218.62	\$25,000.00	\$25,000.00	
01-610-2-5586	BOOKS MAGAZINES & PAPERS	\$40,324.60	\$60,000.00	\$30,342.97	\$50,000.00	\$50,000.00	
01-610-2-5710	PROFESSIONAL DEVELOPMENT	\$100.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	
01-610-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$39,847.92	\$41,426.00	\$34,658.70	\$44,286.00	\$44,286.00	
PARLIN LIBRARY Total:		\$93,669.66	\$127,426.00	\$82,010.07	\$131,286.00	\$131,286.00	
01-611-2-5240	EQUIPMENT REPAIRS & MAINTENANCE	\$0.00	\$2,500.00	\$296.57	\$2,500.00	\$2,500.00	
01-611-2-5344	POSTAGE	\$198.50	\$200.00	\$93.00	\$200.00	\$200.00	
01-611-2-5420	OFFICE SUPPLIES	\$480.60	\$500.00	\$472.68	\$500.00	\$500.00	
01-611-2-5510	BOOKS MAGAZINES & NEWSPAPERS	\$15,062.58	\$20,000.00	\$16,320.14	\$14,000.00	\$14,000.00	
01-611-2-5512	NON PRINT MEDIA	\$2,636.20	\$7,000.00	\$3,016.17	\$13,000.00	\$13,000.00	
01-611-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$700.00	\$0.00	\$700.00	\$700.00	
01-611-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$6,296.02	\$9,500.00	\$7,660.65	\$6,640.00	\$6,640.00	
SHUTE LIBRARY Total:		\$24,673.90	\$40,400.00	\$27,859.21	\$37,540.00	\$37,540.00	
EXPENSES Total:		\$118,343.56	\$167,826.00	\$109,869.28	\$168,826.00	\$168,826.00	

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

610 - LIBRARIES									
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved		
CAPITAL IMPROVEMENTS									
01-610-3-5430	PROPERTY MAINTENANCE	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
PARLIN LIBRARY Total:		\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
CAPITAL IMPROVEMENTS Total:									
610 LIBRARIES Total:		\$744,247.29	\$890,285.00	\$671,681.05	\$885,666.00	\$886,677.00			

610 LIBRARY

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 14		FY 13 APPROPRIATION	FY 14 DEPT REQUEST	FY 14 MAYOR REC
				FTE	STAFF	DEPT	FTE	MAYOR	REC			
01-610-1-5111	Librarian	A-13/5	35	1		1		1		\$67,428	\$67,428	\$68,439
01-610-1-5111	Children's Supervisor	ELSA 8/6	35	1		1		1		\$56,176	\$57,018	\$57,018
01-610-1-5111	Librarian (Shute Library)	ELSA 7/6	35	1		1		1		\$50,760	\$52,552	\$52,552
01-610-1-5111	Young Adult Reference Librarian	ELSA 7/6	35	1		1		1		\$51,775	\$52,552	\$52,552
01-610-1-5111	Cataloger	ELSA 7/6	35	1		1		1		\$51,775	\$52,552	\$52,552
01-610-1-5111	Reference Librarian	ELSA 7/6	35	1		1		1		\$51,775	\$52,552	\$52,552
01-610-1-5111	Children's Librarian (Shute Library)	ELSA 7/6	35	1		1		1		\$51,775	\$52,552	\$52,552
01-610-1-5111	Head of Circulation	ELSA 5/6	35	1		1		1		\$43,980	\$44,640	\$44,640
01-610-1-5111	Staff Librarian	ELSA 5/6	35	1		1		1		\$43,980	\$44,640	\$44,640
01-610-1-5111	Administrative Clerk	A-4U/6	35	1		1		1		\$41,082	\$41,082	\$41,082
01-610-1-5113	Employees - Part Time	UNCL		Varies	Varies	Varies		Varies		\$172,472	\$174,424	\$174,424
01-610-1-5113	Pages - Part Time	UNCL		Varies	Varies	Varies		Varies		\$18,851	\$19,498	\$19,498
610	Library TOTAL			10		10		10		\$701,829	\$517,568	\$518,579
										Part Time (5113)	\$193,922	\$193,922
										Longevity (5143)	\$5,350	\$5,350

Recreation Department's Mission Statement

The Recreation Department through its employees and programs will provide quality services for the citizens of Everett.

To accomplish this mission we:

- Will create more community programming*
- Reach out to more members of our community*
- Create stronger presence within the community*

The Recreation Department's goals are to:

- Provide alternative payment methods for customers*
- Implement MyRec.com software to provide additional ability to enroll for programs*

City of Everett
 Everett Budget Council Worksheet
 FY14 Budget

630 - RECREATION							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
PERSONNEL							
01-630-1-5111	SALARIES	\$219,284.31	\$240,460.00	\$164,409.93	\$220,151.00	\$220,891.00	
01-630-1-5113	PART TIME	\$0.00	\$0.00	\$0.00	\$44,766.00	\$44,766.00	
01-630-1-5121	OTHER PERSONAL SERVICES	\$5,376.84	\$9,500.00	\$7,022.30	\$0.00	\$0.00	
01-630-1-5123	SUMMER HELP	\$0.00	\$0.00	\$0.00	\$9,500.00	\$9,500.00	
01-630-1-5130	OVERTIME	\$407.31	\$1,000.00	\$1,105.84	\$2,000.00	\$2,000.00	
01-630-1-5142	DIFFERENTIALS	\$630.00	\$600.00	\$435.00	\$600.00	\$600.00	
01-630-1-5143	LONGEVITY	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	
01-630-1-5191	STIPEND	\$0.00	\$0.00	\$0.00	\$6,400.00	\$6,400.00	
01-630-1-5193	CLOTHING ALLOWANCE	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
PERSONNEL Total:		\$227,548.46	\$253,410.00	\$174,823.07	\$285,267.00	\$286,007.00	
EXPENSES							
01-630-2-5249	SOFTWARE	\$0.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00	
01-630-2-5251	SCOREBOARD	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	
01-630-2-5352	RECREATION PROGRAM EXPENSES	\$2,428.04	\$4,000.00	\$3,391.52	\$9,000.00	\$9,000.00	
01-630-2-5420	OFFICE SUPPLIES	\$368.03	\$500.00	\$381.81	\$700.00	\$700.00	
01-630-2--5585	UNIFORMS	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	
EXPENSES Total:		\$2,796.07	\$4,500.00	\$3,773.33	\$22,800.00	\$22,800.00	
630 RECREATION Total:		\$230,344.53	\$257,910.00	\$178,596.40	\$308,067.00	\$308,807.00	

630 RECREATION

PERSONNEL SERVICES

DEPT	POSITION	CLASS/ STEP	HOURS	FY 13		FY 14		FY 13 APPROPRIATION	FY 14	
				FTE	STAFF	DEPT FTE	MAYOR FTE		DEPT REQUEST	MAYOR REC
01-630-1-5111	Recreation Supervisor	A-10/1	35	1	1	1	\$49,333	\$49,333	\$50,073	
01-630-1-5111	Senior Account Clerk - Part Time (30 Hours)	C-3/U	30	1	0.86	0.86	\$28,627	\$29,895	\$29,895	
01-630-1-5111	Recreation Leader	W-3/U	35	1	1	1	\$40,615	\$40,615	\$40,615	
01-630-1-5111	Recreation Leader	W-3/U	35	1	1	1	\$40,615	\$40,615	\$40,615	
01-630-1-5111	Recreation Leader (30 Hours)	W-3/U	30	1	0.86	0.86	\$29,870	\$30,461	\$30,461	
01-630-1-5111	Program Assistant	Uncl	35	1	1	1	\$30,000	\$29,232	\$29,232	
01-630-1-5113	Program Assistant - Part Time	Uncl	19.5	0	0	0	\$15,000	\$10,484	\$10,484	
01-630-1-5113	Program Assistant - Part Time	Uncl	19.5	0	0	0	\$0	\$15,960	\$15,960	
01-630-1-5113	Program Assistant - Part Time	Uncl	19.5	0	0	0	\$0	\$18,322	\$18,322	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,200	\$1,200	\$1,200	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,000	\$1,000	\$1,000	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,000	\$1,000	\$1,000	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,000	\$1,000	\$1,000	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,000	\$1,000	\$1,000	
01-630-1-5191	Recreation Commission	Comm	0	0	0	0	\$1,200	\$1,200	\$1,200	
01-630-1-5191	Clerk to Commission	Comm	0	0	0	0	\$1,200	\$1,200	\$1,200	
630	Recreation TOTAL			6	5.71	5.71	\$240,460	\$220,151	\$220,891	
							Part Time (5113)	\$44,766	\$44,766	
							Longevity (5143)	\$350	\$350	
							Stipend (5191)	\$6,400	\$6,400	

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710 - RETIREMENT OF DEBT		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
DEBT SERVICE							
01-710-9-5901	NEW LAFAYETTE SCHOOL- REF 9/15/04	\$1,032,500.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-710-9-5902	MADDIE ENGLISH SCHOOL - REF 9/15/04	\$1,032,500.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-710-9-5903	SCHOOL CONSTRUCTION 2-8-07	\$1,565,000.00	\$1,185,000.00	\$0.00	\$1,185,000.00	\$1,185,000.00	
01-710-9-5904	KEVERIAN SCHOOL	\$855,000.00	\$890,000.00	\$0.00	\$925,000.00	\$925,000.00	
01-710-9-5947	EQUIPMENT LOAN 1996	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-710-9-5976	NEW CITY YARDS	\$215,000.00	\$215,000.00	\$0.00	\$230,000.00	\$230,000.00	
01-710-9-5977	SCHOOL IMPROVEMENTS - 2004	\$135,000.00	\$135,000.00	\$0.00	\$145,000.00	\$145,000.00	
01-710-9-5978	REFUNDING BOND 9/15/04	\$110,000.00	\$2,290,000.00	\$2,290,000.00	\$2,380,000.00	\$2,380,000.00	
01-710-9-5981	MSBA HIGH SCHOOL 2%	\$449,415.00	\$449,416.00	\$449,415.00	\$449,416.00	\$449,416.00	
01-710-9-5982	PARLIN REMODELING BONDS	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	
DEBT SERVICE Total:		\$5,564,415.00	\$5,264,416.00	\$2,839,415.00	\$5,414,416.00	\$5,414,416.00	
710 RETIREMENT OF DEBT Total:		\$5,564,415.00	\$5,264,416.00	\$2,839,415.00	\$5,414,416.00	\$5,414,416.00	

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751 - LONG TERM DEBT INTEREST		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Council Approved
DEBT SERVICE							
01-751-9-5901	NEW LAFAYETTE SCHOOL- REF 9/15/04	\$30,975.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-751-9-5902	MADDIE ENGLISH SCHOOL - REF 9/15/04	\$30,975.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-751-9-5903	SCHOOL CONSTRUCTION 2-8-07	\$561,431.30	\$506,657.00	\$253,328.15	\$459,257.00	\$459,257.00	
01-751-9-5904	KEVERIAN SCHOOL	\$401,025.00	\$372,625.00	\$0.00	\$338,550.00	\$338,550.00	
01-751-9-5947	EQUIPMENT LOAN 1996	\$1,050.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-751-9-5976	NEW CITY YARDS	\$70,588.74	\$63,602.00	\$31,800.62	\$34,225.00	\$34,225.00	
01-751-9-5977	SCHOOL IMPROVEMENTS - 2004	\$54,423.76	\$50,037.00	\$25,018.13	\$26,625.00	\$26,625.00	
01-751-9-5978	REFUNDING BOND 9/15/04	\$1,111,825.02	\$1,052,650.00	\$554,950.01	\$942,950.00	\$942,950.00	
01-751-9-5981	MSBA HIGH SCHOOL 2%	\$197,743.00	\$188,755.00	\$188,755.00	\$179,767.00	\$179,767.00	
01-751-9-5982	PARLIN REMODELING BONDS	\$77,125.00	\$72,125.00	\$37,312.50	\$67,125.00	\$67,125.00	
DEBT SERVICE Total:		\$2,537,161.82	\$2,306,451.00	\$1,091,164.41	\$2,048,499.00	\$2,048,499.00	
751 LONG TERM DEBT INTEREST Total:		\$2,537,161.82	\$2,306,451.00	\$1,091,164.41	\$2,048,499.00	\$2,048,499.00	

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752 - SHORT TERM DEBT INTEREST		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Mayor Recommended	Council Approved
DEBT SERVICE							
01-752-9-5925	INT ON TEMP LOANS	\$10,000.00	\$10,000.00	\$400.40	\$85,662.00	\$85,662.00	
DEBT SERVICE Total:		\$10,000.00	\$10,000.00	\$400.40	\$85,662.00	\$85,662.00	
752 SHORT TERM DEBT INTEREST Total:		\$10,000.00	\$10,000.00	\$400.40	\$85,662.00	\$85,662.00	

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911 - RETIREMENT BOARD							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
EXPENSES							
01-911-2-5170	NON-CONTRIBUTORY PENSIONS	\$111,117.84	\$112,500.00	\$76,310.62	\$110,000.00	\$105,000.00	_____
01-911-2-5177	PAYMENT PENSION FUND	\$11,248,141.00	\$11,647,309.00	\$11,643,009.94	\$12,041,480.00	\$11,955,980.00	_____
	EXPENSES Total:	\$11,359,258.84	\$11,759,809.00	\$11,719,320.56	\$12,151,480.00	\$12,060,980.00	_____
911 RETIREMENT BOARD Total:		\$11,359,258.84	\$11,759,809.00	\$11,719,320.56	\$12,151,480.00	\$12,060,980.00	_____

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913 - UNEMPLOYMENT COMPENSATION							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
EXPENSES							
01-913-2-5170	UNEMPLOYMENT COMPENSATION	\$365,598.77	\$400,000.00	\$312,011.54	\$400,000.00	\$400,000.00	_____
EXPENSES Total:		\$365,598.77	\$400,000.00	\$312,011.54	\$400,000.00	\$400,000.00	_____
913 UNEMPLOYMENT COMPENSATION Total:		\$365,598.77	\$400,000.00	\$312,011.54	\$400,000.00	\$400,000.00	_____

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914 - EMPLOYEE INSURANCE							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
EXPENSES							
01-914-2-5171	LIFE INSURANCE	\$78,965.17	\$79,500.00	\$66,810.40	\$79,500.00	\$81,885.00	
01-914-2-5172	HEALTH INSURANCE	\$17,407,445.54	\$17,741,352.00	\$12,724,795.16	\$18,628,419.00	\$17,686,519.00	
01-914-2-5175	AD & D INSURANCE	\$16,934.70	\$18,492.00	\$14,154.50	\$18,492.00	\$18,000.00	
EXPENSES Total:		\$17,503,345.41	\$17,839,344.00	\$12,805,760.06	\$18,726,411.00	\$17,786,404.00	
914 EMPLOYEE INSURANCE Total:		\$17,503,345.41	\$17,839,344.00	\$12,805,760.06	\$18,726,411.00	\$17,786,404.00	

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Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
915 - FICA							
EXPENSES							
01-915-2-5176	MEDICARE (1.45%)	\$931,556.80	\$900,000.00	\$839,678.00	\$1,050,000.00	\$1,050,000.00	
EXPENSES Total:		\$931,556.80	\$900,000.00	\$839,678.00	\$1,050,000.00	\$1,050,000.00	
915 FICA Total:		\$931,556.80	\$900,000.00	\$839,678.00	\$1,050,000.00	\$1,050,000.00	

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944 - EMPLOYEE INJURIES							
Account Number	Account Description	FY2012 Expended	FY2013 Budget	FY2013 Expended	FY2014 Requested	FY2014 Mayor Recommended	FY2014 Council Approved
EXPENSES							
01-944-2-5152	ACTIVE POLICE AND FIRE	\$135,540.25	\$120,000.00	\$103,192.73	\$136,000.00	\$136,000.00	_____
01-944-2-5153	RETIRED POLICE & FIRE	\$5,995.40	\$10,000.00	\$4,292.95	\$8,500.00	\$8,500.00	_____
01-944-2-5170	WORKERS COMP TRST/EXS INSURANCE	\$385,812.70	\$300,000.00	\$302,952.28	\$390,000.00	\$390,000.00	_____
01-944-2-5305	WORKERS COMP CLAIMS ADMIN	\$59,532.63	\$100,000.00	\$90,965.18	\$85,000.00	\$85,000.00	_____
EXPENSES Total:		\$586,880.98	\$530,000.00	\$501,403.14	\$619,500.00	\$619,500.00	_____
944 EMPLOYEE INJURIES Total:		\$586,880.98	\$530,000.00	\$501,403.14	\$619,500.00	\$619,500.00	_____

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945 - PROPERTY/LIABILITY INSURANCE		FY2012	FY2013	FY2013	FY2014	FY2014 Mayor	FY2014 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-945-2-5745	COMP GENERAL LIABILITY	\$1,006,109.76	\$1,022,000.00	\$1,075,390.00	\$1,077,000.00	\$1,077,000.00	
01-945-2-5748	INSURANCE DEDUCTIBLES	\$4,085.84	\$10,000.00	\$2,432.56	\$10,000.00	\$10,000.00	
EXPENSES Total:		\$1,010,195.60	\$1,032,000.00	\$1,077,822.56	\$1,087,000.00	\$1,087,000.00	
945 PROPERTY/LIABILITY INSURANCE		\$1,010,195.60	\$1,032,000.00	\$1,077,822.56	\$1,087,000.00	\$1,087,000.00	

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990 - TRANSFERS		FY2012	FY2013	FY2013	FY2014	FY2014	FY2014
Account Number	Account Description	Expended	Budget	Expended	Requested	Mayor Recommended	Council Approved
TRANSFERS OUT							
01-990-9-5963	TRANSFER TO CAPITAL PROJECTS	\$5,810.00	\$0.00	\$0.00	\$0.00	\$0.00	
TRANSFERS OUT Total:		\$5,810.00	\$0.00	\$0.00	\$0.00	\$0.00	
990 TRANSFERS Total:		\$5,810.00	\$0.00	\$0.00	\$0.00	\$0.00	
GENERAL FUND Total:		\$73,616,824.52	\$80,077,228.91	\$61,421,639.67	\$80,864,979.00	\$79,215,662.00	
Grand Total:		\$73,616,824.52	\$80,077,228.91	\$61,421,639.67	\$80,864,979.00	\$79,215,662.00	