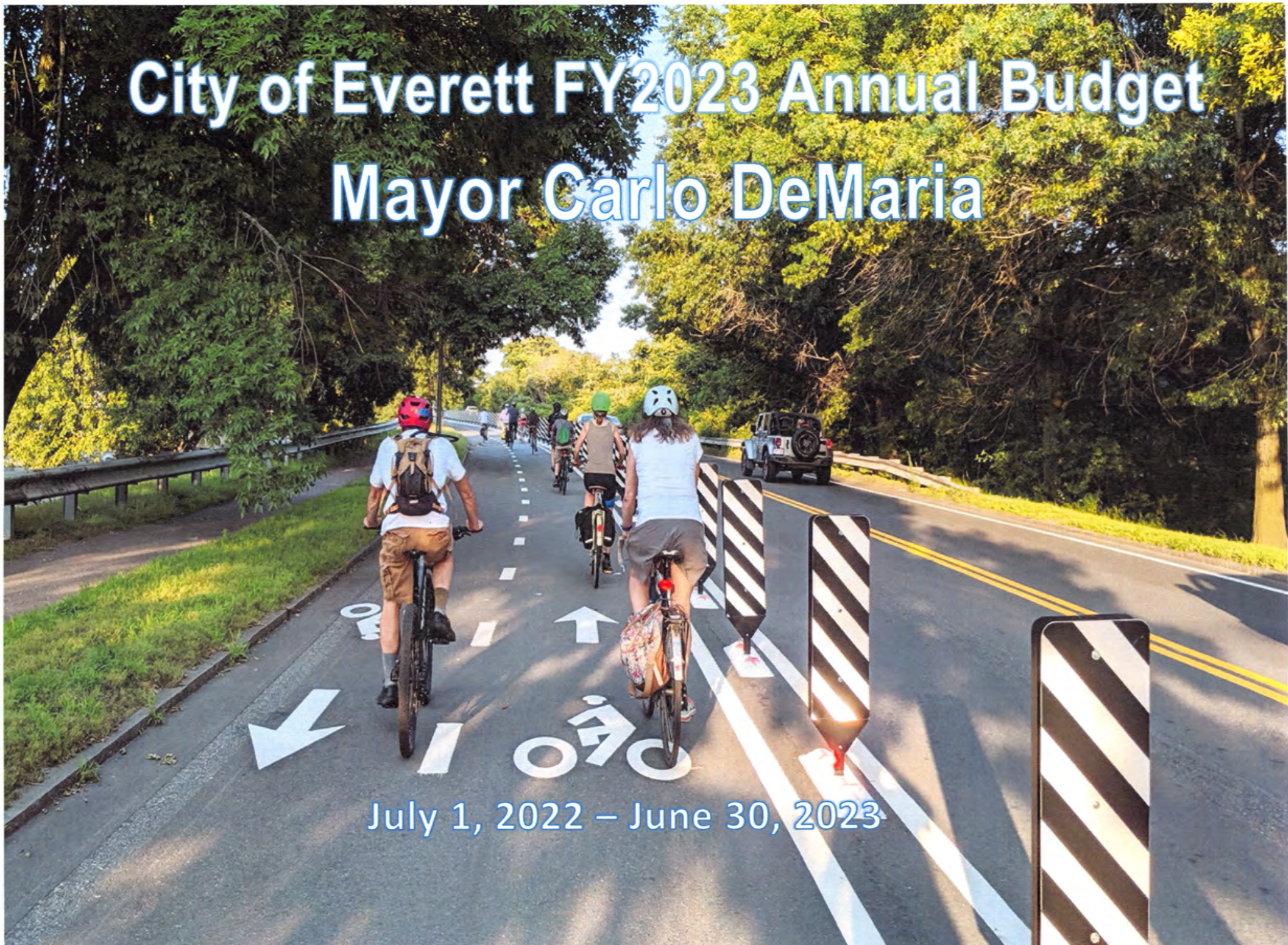


City of Everett FY2023 Annual Budget

Mayor Carlo DeMaria



July 1, 2022 – June 30, 2023

1.1 Mayor's Message

CITY OF EVERETT
Office of the Mayor

Carlo DeMaria
Mayor



Everett City Hall
484 Broadway
Everett, MA 02149-3694
Phone: (617) 394-2270
Fax: (617) 381-1150

Dear Residents of Everett and Honorable Members of the Council,

I am pleased to present you with the proposed FY2023 operating budget for the City of Everett. The proposed FY2023 budget totals \$239,467,433, an 8% increase over the FY2023 adjusted budget, while our fixed costs which include debt service, pension costs, and health insurance have increased by 5%. We are committed to balancing the FY2023 budget and address rising costs in fiscally responsible ways. Setting aside schools and fixed costs, our departments average an increase over last year's budget of 12%.

As elected officials in Everett, we are entrusted by the families and businesses in our community with making the best decisions we can on how to spend City revenue. We have a fiduciary responsibility to decide how to invest the financial resources available to us in ways that will benefit our community. The needs of our residents are what inform all the budget decisions we make.

Our FY23 budget process continues to be complicated due to the challenges presented by the pandemic. The lingering pandemic has impacted the pace of our economic recovery and we need to be both optimistic and realistic about the rate of that recovery. This budget continues to invest in our physical infrastructure, our public safety resources, and the fixed costs that come with being an employer. The budget includes increases to the City's contribution level to financially support our schools, as well as our police and fire departments. The budget also

1.1 Mayor's Message

includes recommended investments to support our youth, including an expanded focus on increasing the support we provide them in the area of workforce development and readiness. We also are expanding the City's investment in our diversity, equity and inclusion efforts. We are presenting a budget that addresses the services that our residents rely on City government to provide while still focused on balancing government spending and serving as a fiscal fiduciary of our residents.

The decisions before us are important ones. I appreciate the City Council's shared recognition of the importance for us as elected officials to engage in a meaningful budget discussion in a positive and constructive manner.

Sincerely,

A handwritten signature in blue ink that reads "Carlo De Maria". The signature is written in a cursive style with a large initial "C" and a distinct "De" before "Maria".

Carlo DeMaria, Mayor
City of Everett

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Annual Appropriation Order

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
FISCAL YEAR 2023

GENERAL GOVERNMENT (100s)

		Total
111	CITY COUNCIL	
	Personnel Services	475,997
	General Expenditures	89,000
		564,997
121	EXECUTIVE OFFICE OF THE MAYOR	
	Personnel Services	586,805
	General Expenditures	388,844
		975,649
122	DIVERSITY, EQUITY 7 INCLUSION	
	Personnel Services	207,874
	General Expenditures	328,500
		536,374
129	311/CONSTITUENT SERVICES	
	Personnel Services	423,468
	General Expenditures	10,000
		433,468
135	DIVISION OF FINANCE / OFFICE OF THE CITY AUDITOR	
	Personnel Services	490,493
	General Expenditures	285,500
		775,993
138	DIVISION OF FINANCE / OFFICE OF PURCHASING & PROCUREMENT	
	Personnel Services	103,558
	General Expenditures	20,500
		124,058
141	DIVISION OF FINANCE / OFFICE OF ASSESSING	
	Personnel Services	329,028
	General Expenditures	460,875
		789,903

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2023

GENERAL GOVERNMENT (100s) (Continued)

145	DIVISION OF FINANCE / OFFICE OF TREASURER - COLLECTOR		
	Personnel Services	1,006,183	
	General Expenditures	474,750	1,480,933
151	OFFICE OF THE CITY SOLICITOR		
	Personnel Services	482,794	
	General Expenditures	172,200	654,994
152	DEPARTMENT OF HUMAN RESOURCES		
	Personnel Services	1,600,055	
	General Expenditures	267,916	1,867,971
155	DEPARTMENT OF INFORMATION TECHNOLOGY		
	Personnel Services	244,473	
	General Expenditures	1,026,000	1,270,473
161	CITY CLERK		
	Personnel Services	353,603	
	General Expenditures	75,200	428,803
162	ELECTIONS		
	Personnel Services	389,044	
	General Expenditures	142,000	531,044
165	LICENSING		
	Personnel Services	7,200	
	General Expenditures	500	7,700
171	CONSERVATION COMMISSION		
	Personnel Services	15,400	
	General Expenditures	685	16,085

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2023

GENERAL GOVERNMENT (100s) (Continued)

175	PLANNING BOARD		
	Personnel Services	14,300	
	General Expenditures	100	14,400
176	ZONING BOARD OF APPEALS		
	Personnel Services	14,696	
	General Expenditures	500	15,196

PUBLIC SAFETY (200s)

210	POLICE DEPARTMENT		
	Personnel Services	17,724,517	
	General Expenditures	483,900	18,208,417
220	FIRE DEPARTMENT		
	Personnel Services	12,682,048	
	General Expenditures	424,500	13,106,548
242	DEPARTMENT OF INSPECTIONAL SERVICES		
	Personnel Services	2,079,964	
	General Expenditures	2,600,535	4,680,499
299	EMERGENCY COMMUNICATIONS CENTER		
	Personnel Services	1,256,056	
	General Expenditures	90,800	1,346,856

D P W (400s)

	DEPARTMENT OF PUBLIC WORKS		
490	Personnel Services - Executive Division	1,064,142	
	General Expenditures	1,541,450	2,605,592

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2023

D P W (400s) (Continued)

491	Personnel Services - Facilities Division	1,721,052	
	General Expenditures	765,000	2,486,052
492	Personnel Services - Engineering Division	434,581	
	General Expenditures	509,000	943,581
493	Personnel Services - Parks and Cemeteries Division	1,494,765	
	General Expenditures	1,012,500	2,507,265
494	General Expenditures -Stadium	36,500	36,500
495	Personnel Services - Highway Division	1,345,795	
	General Expenditures	620,000	1,965,795
496	Personnel Services - Snow and Ice	70,000	
	General Expenditures	325,000	395,000
497	General Expenditures - Solid Waste	4,630,000	4,630,000

HUMAN SERVICES (500s)

510	DEPARTMENT OF HEALTH AND HUMAN SERVICES		
	Personnel Services	1,720,392	
	General Expenditures	93,850	1,814,242
521	DEPARTMENT OF PLANNING & DEVELOPMENT		
	Personnel Services	350,062	
	General Expenditures	318,000	668,062
521	DEPARTMENT OF TRANSPORTATION		
	Personnel Services	188,403	
	General Expenditures	305,000	493,403

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2023

HUMAN SERVICES (500s) (Continued)

541	COUNCIL ON AGING		
	General Expenditures	52,000	52,000
543	OFFICE OF VETERANS SERVICES		
	Personnel Services	116,186	
	General Expenditures	471,700	587,886
544	COMMISSION ON DISABILITY		
	Personnel Services	10,700	
	General Expenditures	250	10,950
599	OFFICE OF HUMAN SERVICES		
	Personnel Services	468,552	
	General Expenditures	140,500	609,052

LIBRARIES AND RECREATION (600s)

610	DEPARTMENT OF LIBRARIES		
	Personnel Services	1,058,326	
	General Expenditures	310,724	1,369,050
630	OFFICE OF HEALTH AND WELLNESS		
	Personnel Services	351,128	
	General Expenditures	269,500	620,628

	SUBTOTAL: CITY DEPARTMENT COSTS \$	69,625,419	\$ 69,625,419
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RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
 FISCAL YEAR 2023

FIXED COSTS

710	RETIREMENT OF LONG TERM CAPITAL DEBT	9,839,416	9,839,416
751	LONG TERM DEBT INTEREST	3,414,425	3,414,425
752	SHORT TERM DEBT INTEREST	0	0
911	RETIREMENT BOARD Pension Fund Contribution	19,051,038	19,051,038
913	UNEMPLOYMENT COMPENSATION	330,000	330,000
914	EMPLOYEE INSURANCE		
	Life Insurance	88,000	
	Health Insurance	22,638,895	
	A D & D Insurance	28,000	22,754,895
915	FICA (Medicare)	2,323,214	2,323,214
944	EMPLOYEE INJURIES		
	Active Police & Fire	400,000	
	Retired Police & Fire	19,500	
	Workers Comp	772,000	1,191,500
945	PROPERTY / LIABILITY INSURANCE		
	Comp General Liability	2,083,883	
	Insurance Deductibles	151,500	2,235,383
	SUBTOTAL: FIXED COSTS \$	61,139,871	\$ 61,139,871

RECOMMENDATION OF HIS HONOR MAYOR CARLO DeMARIA
THE ANNUAL APPROPRIATION ORDER
FISCAL YEAR 2023

SCHOOL DEPARTMENT

300	SCHOOL DEPARTMENT	108,709,294	
300	Special Ed Transportation	0	108,709,294

SUBTOTAL: SCHOOL DEPARTMENT \$ 108,709,294

City Department Costs	69,625,419	
Fixed Costs	61,139,871	130,765,290 ← Total w/o Schools
School Department	108,709,294	

RECOMMENDED APPROPRIATION GRAND TOTAL: \$ 239,474,584

FY 22 Budget Presentation

- The budget book is broken down into four sections:
 - Operating Budget
 - Water/Sewer Budget
 - ECTV (PEG cable access) Budget
 - Capital Improvement Plan
- Goal:
 - To provide a brief overview
 - Detailed discussion at future meetings

Article 6-2 of City Charter Annual Budget Policy

- ① The Mayor shall call a joint meeting of the City Council and School Committee to include the Superintendent of Schools.
- ① Meeting to take place prior to the budget process.
- ① Purpose:
 - To review the financial condition of the City
 - Revenue and Expenditure Forecasts
 - Other related information
- ① Goal:
 - To develop a coordinated budget

Financial Condition of City

- Standard and Poor has assigned a 'AA+/Stable' rating to the City's 2022 general obligation (GO) tax exempt municipal purpose loan bonds. (\$15.05mil)
 - Net Interest cost of 1.6%
- Standard and Poor has given the city a 'stable outlook' on its financial future.
- Bonds are backed by the City's full-faith-and-credit.

Financial Condition of City

“The rating and outlook on the City reflect our opinion of Everett’s currently strong financial position and past prudent budgeting that have allowed for stable operations”

- The AA+ rating reflect Standard and Poor’s opinion of the following factors:
 - Prudent management with well-embedded financial management policies despite recent turnover;
 - History of stable and strong financial profile;
 - Very strong debt metrics with rapid amortization.

Financial Condition of City

- The AA+ and SP-1+ ratings reflect Standard and Poor's opinion of the following factors (continued):
 - Strong management condition with good financial management policies and practices under Standard and Poor's Financial Management Assessment (FMA) methodology.
 - Very strong debt and contingent liabilities profile, due to low carrying charges, low net debt, and rapid amortization.
 - Strong institutional framework.

Financial Condition

Available Funds – Trust and Fund Balance

- Stabilization Fund = \$ 4,961,853
 - Free Cash = As certified by DOR
 - OPEB Liability Trust = \$ 8,147,911
 - Capital Improvement Stabilization Fund = \$4,982,243
- All of these funds have financial policies as to their funding source as part of the FY2023 budget.

FY2023 Budget Submittal

Government Finance Officers Association (GFOA)

Distinguished Budget Award Candidate

- There is no mandated format for budgeted documents.
- Every City is different in terms of its formal structure, culture, and informal practices.
- There are no right or wrong approaches, but there are best practices that can provide common ground for those involved in the budget process.
- The City is preparing two budgets this year; the first is the traditional format as found in your budget books. The second is an online budget utilizing new software to improve transparency in future years. Both budgets will be posted to the City's website.

FY2022 Budget Submittal

Government Finance Officers Association (GFOA)

Distinguished Budget Award Candidate

- The City received the GFOA Certificate of Achievement for Excellence in Financial Reporting (CAFR Program)
- The award is the highest form of recognition in governmental accounting and financial reporting.
- The City has received this award five years in a row.
- Focus on excellence, transparency and accountability.
- Provides independent review and critique on a municipality's financial reporting.
- One year award that requires annual review and completion.

FY2022 Budget Submittal

Government Finance Officers Association (GFOA)

Distinguished Budget Award Candidate

- The City received the GFOA distinguished budget award in FY16 through FY22.
- The GFOA is the only national awards program in government budgeting.
- Promotes best practice in public budgeting.
- Focus on transparency and accountability.
- Provides independent review and critique on a municipality's budget document.
- One year award that focuses on continuous improvement.

FY2022 Budget Submittal

Government Finance Officers Association (GFOA)

Distinguished Budget Award Candidate

- The GFOA Distinguished Budget Award has guidelines that are designed to assess how well a municipality's budget serves as:
 - A policy document
 - A financial plan
 - An operations guide
 - A communication device
- The final budget document is due to the GFOA 90 days after the budget is adopted by the legislative body.
- The City will be submitting it's FY2023 budget for consideration in the fall.

Revenue and Expenditure Forecast: Five Year Financial Forecast

- Five year forecasting helps municipal officials to:
 - Review operational needs.
 - Identify fiscal challenges and opportunities.
 - Develop long term budget policies.
 - Plan for capital budget, debt service management, new initiatives, and long term sustainability.
- Copies of the City's Five Year Financial Forecast have been distributed for your review.

FY2023 ~ Executive Summary

Revenues and Expenditures

Financial Uncertainties and Challenges:

- Local Receipts
 - FY23 revenues continue to recover from the FY20 and FY21 downturn related to the pandemic. The City will have to work with the Department of Revenue to Justify proposed revenue increases for FY23
- Cherry Sheet - State Aid
 - Charter School Tuition Assessments likely to increase above the already proposed increase of \$1,037,348
- Use of ARPA (Federal Stimulus)
 - FY19 used as base year to calculate revenue loss and replacement
 - Treasury guidance has been finalized and the City is working with the Treasury to determine our final revenue loss as an eligible funding source
- Other Financial Sources
 - Free Cash
 - Stabilization
 - Receipts reserved for appropriation

FY2023 ~ Executive Summary

Revenues and Expenditures

○ Revenues include:

- Tax Levy
- Local Receipts
- Cherry Sheet ~ State Aid
- School Bldg. Asst.
- Other Financial Sources

○ Expenses include:

- General Government
- Public Safety
- Public Works
- Education
- Human Services
- Culture/Recreation
- Debt Service
- Other Fixed Costs
 - (health, retirement, debt, etc.)
- Other Financial Uses

Revenues ~ Tax Levy

- TOTAL tax levy limit (est.) \$ 162,266,453
 - *The tax levy is the amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is re-established every year in accordance with Proposition 2 ½ provisions.*
 - *The amount of taxes estimated to be levied to balance the FY2023 budget is \$113,875,942 which is approximately a 13.8% increase from fiscal year 2023.*
 - *This would leave excess levy capacity of \$48,390,510.*

Revenues – all other

- Local Receipts
 - \$11,599,112
- State Aid
 - \$104,742,472
- Enterprise Fund Revenue
 - Water/Sewer - \$21,000,767
 - ECTV - \$594,599
- Encore Resort Payments
 - Host Agreement Payments - \$26,922,266

- TOTAL = \$ 164,859,216

Expenses – City Departments

- General Government
 - \$10,488,041
- Public Safety
 - \$37,342,320
- City Services
 - \$15,569,785
- Human Services
 - \$4,235,595
- Libraries and Recreation
 - \$1,989,678
- TOTAL CITY DEPTS = \$69,625,419

Expenses – School Department Everett Public Schools (EPS)

- FY2023 Foundation Budget (per DESE) =
 - \$131,079,662
- Less: Chargebacks to City for shared expenses
 - \$27,470,368
- Total recommended budget for EPS =
 - \$103,609,294
- Add: Special Ed transportation
 - \$4,500,000
- Add: Devens School Lease
 - \$600,000
- **TOTAL SCHOOL DEPT = \$108,709,294**
 - This represents an \$8,629,741 (9%) increase over FY22.

Expenses ~ Fixed Costs

City and School

- Retirement Assessment
 - \$ 19,051,038
- Employee Insurance
 - \$ 23,084,895
- FICA
 - \$ 2,323,214
- Employee Injuries
 - \$ 1,191,500
- Property and Liability Insurance
 - \$ 2,235,383
- Debt Service
 - \$ 13,253,841

- **TOTAL FIXED COSTS = \$61,139,871**
 - This represents a 5% increase over FY22.

Conclusion:

Annual Budget Policy & Five-Year Financial Forecast - Fiscal Years 2022-2026

- The City has proven to have sound financial policies, reserves, and a stable economic outlook.
- The administration will seek to receive the GFOA's Distinguished Budget award as part of its FY2023 Mayor's recommended budget.
- The FY2023 budget is balanced, with over \$48 million of excess capacity available.
- Financial forecasting and sound fiscal policies will help the City continue its financial success.

City of Everett
Everett Budget Council Worksheet
2023 City Budget

111 - CITY COUNCIL							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-111-1-5111	SALARIES	\$53,860.99	\$54,675.00	\$49,643.95	\$118,700.00	\$118,700.00	_____
01-111-1-5143	LONGEVITY	\$400.00	\$400.00	\$1,700.00	\$1,300.00	\$1,300.00	_____
01-111-1-5191	CITY COUNCIL STIPENDS	\$338,500.08	\$348,485.00	\$279,787.01	\$355,997.00	\$355,997.00	_____
PERSONNEL Total:		\$392,761.07	\$403,560.00	\$331,130.96	\$475,997.00	\$475,997.00	
EXPENSES							
01-111-2-5203	PERSONAL SERVICES	\$4,224.00	\$8,000.00	\$2,268.00	\$8,000.00	\$8,000.00	_____
01-111-2-5204	PROFESSIONAL LEGAL SERVICES	\$0.00	\$5,000.00	\$4,692.00	\$5,000.00	\$5,000.00	_____
01-111-2-5280	EQUIPMENT & OTHER	\$1,089.16	\$3,000.00	\$2,317.60	\$3,000.00	\$3,000.00	_____
01-111-2-5346	ADVERTISING	\$9,209.00	\$10,000.00	\$6,349.00	\$10,000.00	\$10,000.00	_____
01-111-2-5420	OFFICE SUPPLIES	\$6,195.27	\$9,000.00	\$5,927.75	\$9,000.00	\$9,000.00	_____
01-111-2-5785	REIMBURSABLE EXPENSES	\$18,003.62	\$44,000.00	\$13,102.75	\$44,000.00	\$44,000.00	_____
01-111-2-5792	FORMAL EVENTS	\$0.00	\$10,000.00	\$7,550.15	\$10,000.00	\$10,000.00	_____
EXPENSES Total:		\$38,721.05	\$89,000.00	\$42,207.25	\$89,000.00	\$89,000.00	
111 CITY COUNCIL Total:		\$431,482.12	\$492,560.00	\$373,338.21	\$564,997.00	\$564,997.00	

(111) City Council - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	54,675	118,700	\$64,025	117%	Salary adjustment of 10.7% for Mr. Mangan. Requesting new FT employee in FY23. Salary increase of 2.5% for Mr. Cornelio. Requesting 2.5% increase for council members. Mr. Mangan Salaries for Mr. Burley and Mr. Cornelio increased 2.5%. Council members salaries increase by 2% on January 1, 2022.
Longevity	400	1,300	\$900	225%	
City Council Stipends	348,485	355,997	\$7,512	2%	
Total Personnel Services	\$403,560	\$475,997	\$72,437	18%	
General Operating Expenses					
Personal Services	8,000	8,000	\$0	0%	For supplies for events that the City has (giveaways). Also to pay for consultants for their services.
Professional Legal Services	5,000	5,000	\$0	0%	To hire legal counsel when needed.
Equipment & Other	3,000	3,000	\$0	0%	HP copier/\$240 per month. Includes maintenance fee.
Advertising	10,000	10,000	\$0	0%	Newspaper ads for advertising passed ordinances.
Office Supplies	9,000	9,000	\$0	0%	All other office supplies. Update furniture as needed.
Reimbursement Expenses	44,000	44,000	\$0	0%	\$4K available per member. Includes travel/conferences and other reimbursements.
Formal Events	10,000	10,000	\$0	0%	For formal events such as the mid-term address or annual address.
Total Expenditures	\$89,000	\$89,000	\$0	0%	
Total City Council	\$492,560	\$564,997	\$72,437	15%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

121 - EXECUTIVE OFFICE OF MAYOR							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-121-1-5111	SALARIES	\$687,639.00	\$554,054.00	\$436,052.12	\$578,455.00	\$578,455.00	
01-121-1-5113	PART TIME SALARIES	\$4,687.38	\$0.00	\$0.00	\$0.00	\$0.00	
01-121-1-5143	LONGEVITY	\$400.00	\$400.00	\$3,440.55	\$2,350.00	\$2,350.00	
01-121-1-5190	AUTO ALLOWANCE	\$10,531.98	\$6,000.00	\$4,874.78	\$6,000.00	\$6,000.00	
PERSONNEL Total:		\$703,258.36	\$560,454.00	\$444,367.45	\$586,805.00	\$586,805.00	
EXPENSES							
01-121-2-5300	PROFESSIONAL SERVICES	\$7,446.77	\$10,000.00	\$6,084.81	\$10,000.00	\$10,000.00	
01-121-2-5340	TELECOMMUNICATIONS	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	
01-121-2-5346	ADVERTISING	\$112,472.49	\$111,300.00	\$98,422.08	\$93,000.00	\$93,000.00	
01-121-2-5420	OFFICE SUPPLIES	\$2,170.40	\$6,885.00	\$4,124.07	\$6,885.00	\$6,885.00	
01-121-2-5427	NATIONAL LEAGUE OF CITIES	\$0.00	\$5,929.00	\$0.00	\$5,929.00	\$5,929.00	
01-121-2-5700	RECOGNITION AND AWARDS	\$92.00	\$2,500.00	\$1,658.97	\$2,500.00	\$2,500.00	
01-121-2-5716	PROFESSIONAL DEVELOPMENT	\$596.25	\$13,000.00	\$11,549.00	\$13,000.00	\$13,000.00	
01-121-2-5720	OUT-OF-STATE TRAVEL	\$0.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	
01-121-2-5730	DUES-MASS MUNICIPAL ASSOC	\$11,322.00	\$11,730.00	\$0.00	\$11,730.00	\$11,730.00	
01-121-2-5732	DUES-US CONFERENCE OF MAYORS	\$0.00	\$5,800.00	\$1,500.00	\$5,800.00	\$5,800.00	
01-121-2-5734	DUES-METRO MAYOR	\$0.00	\$10,000.00	\$15,000.00	\$10,000.00	\$10,000.00	
01-121-2-5785	OTHER EXPENSES	\$28,659.39	\$80,000.00	\$893.61	\$100,000.00	\$100,000.00	
01-121-2-5796	OFFICIAL CELEBRATIONS	\$43,293.41	\$100,000.00	\$95,929.10	\$125,000.00	\$125,000.00	
EXPENSES Total:		\$206,052.71	\$362,144.00	\$235,161.64	\$388,844.00	\$388,844.00	
121 EXECUTIVE OFFICE OF MAYOR Total:		\$909,311.07	\$922,598.00	\$679,529.09	\$975,649.00	\$975,649.00	

121 EXECUTIVE OFFICE OF THE MAYOR										
PERSONNEL SERVICES										
						FY22	FY23	FY23		FY23
						DEPT	MAYOR		DEPT	MAYOR
DEPT	POSITION		CLASS/ STEP	HOURS	FTE STAFF	FTE REQ	FTE REC	FY22 APPROPRIATION	FY23 REQUEST	FY23 & Council REC
01-121-1-5111	Mayor ¹	Carlo DeMaria	UNCL	35	1	1	1	\$191,475	\$196,472	\$196,472
01-121-1-5143	Mayor	Carlo DeMaria	Longevity					\$0	\$1,700	\$1,700
01-121-1-5111	Chief of Staff ²	Erin Deveney	UNCL	35	1	1	1	\$145,000	\$149,355	\$149,355
01-121-1-5111	Executive Manager ⁶	Dolores Lattanzi	UNCL	35	1	1	1	\$82,079	\$91,000	\$91,000
01-121-1-5143	Executive Manager	Dolores Lattanzi	Longevity					\$400	\$650	\$650
01-121-1-5111	Communications Director ^{3 5}	Deanna Deveney	UNCL	35	0.50	0.50	0.50	\$50,500	\$59,225	\$59,225
01-121-1-5111	Director of Diversity, Equity & Inclusion (DEI) ⁴	Cathy Draine	UNCL	35	1	0	0	\$85,000	\$0	\$0
01-121-1-5111	Executive Manager - Customer Experience ²	Mirlande Felissant	UNCL	35	0	1	1	\$0	\$82,403	\$82,403
					4.50	4.50	4.50			
121	Mayor's Office TOTAL									
								Salary (5111)	\$554,054	\$578,455
								Longevity (5143)	\$400	\$2,350
								Auto Allowance (5190)	\$6,000	\$6,000
								Personnel Total:	\$560,454	\$586,805

Notes to Budget:

¹ Increase for Mayor is effective 1.1.23 per City Charter.

² 3% COLA on administrative salary.

³ Position split between Mayor's Office and ECTV.

⁴ Moving into new department Diversity, Equity & Inclusion (DEI) in FY23.

⁵ Salary adjustment made during FY22.

⁶ Salary adjustment requested in FY23.

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

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	554,054	578,455	24,401	4%	Increase for Mayor effective 1/1/23. 3% COLA on most administrative salaries. Some salaries moved to new department Diversity, Equity & Inclusion. As with FY22, one position split between Mayor's Office and ECTV.
Longevity	400	2,350	1,950	488%	Mayor DeMaria (\$1,700), Ms. Lattanzi (\$650)
Auto Allowance	6,000	6,000	0	0%	Level funded at FY22 amount, which has been reduced from \$12K in prior fiscal years.
Total Personnel Services	\$560,454	\$586,805	26,351	5%	
General Operating Expenses					
Professional Services	10,000	10,000	0	0%	Boston Globe, Belmont Springs.
Telecommunications	1,000	1,000	0	0%	Telephones for Mayor/Staff.
Advertising	91,300	93,000	1,700	2%	This funds legal ads required for Planning and ZBA matters. Proposed increase reflects increased developments in the city.
Office Supplies	6,885	6,885	0	0%	WB Mason.
National League of Cities	5,929	5,929	0	0%	Annual payment for membership.
Recognition & Awards	2,500	2,500	0	0%	Velocity, State Line Graphics, Paragon Press, O'Connor Awards.
Professional Development	13,000	13,000	0	0%	Any training courses needed by the staff.
Out-of-State Travel	4,000	4,000	0	0%	The Mayor participates in various conferences, municipal policy boards and educational boards to ensure active engagement in and awareness of current issues and trends facing municipalities.
Dues/Mass Municipal Assn	11,730	11,730	0	0%	Annual payment for membership.
Dues/US Conference of Mayors	5,800	5,800	0	0%	Annual payment for membership.
Dues/Metro Mayor	10,000	10,000	0	0%	Annual payment for membership.
Other Expenses	100,000	100,000	0	0%	Unexpected expenses / MGC gaming match.
Official Celebrations	\$100,000	\$125,000	25,000	25%	Proposed increase due to a return to community events post-pandemic. July 4th, City Fest, drum & bugle, holiday celebrations. Supports the Mayor's goals of expanding and deepening community engagement., offering economic and educational opportunity to all, and increasing opportunities for residents to enjoy the City's open spaces.
Total Expenditures	\$362,144	\$388,844	26,700	7%	
Total Mayor's Office	\$922,598	\$975,649	53,051	6%	

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122 - DIVERSITY EQUITY & INCLUSION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-122-1-5111	SALARIES	\$0.00	\$0.00	\$0.00	\$207,874.00	\$207,874.00	_____
PERSONNEL Total:		\$0.00	\$0.00	\$0.00	\$207,874.00	\$207,874.00	
EXPENSES							
01-122-2-5302	PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-122-2-5318	DATA MANAGEMENT SYSTEM	\$0.00	\$0.00	\$0.00	\$65,000.00	\$65,000.00	_____
01-122-2-5346	ADVERTISING	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	_____
01-122-2-5420	OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00	_____
01-122-2-5716	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	_____
01-122-2-5719	OUTREACH & ENGAGEMENT	\$0.00	\$0.00	\$0.00	\$78,000.00	\$78,000.00	_____
01-122-2-5792	EVENTS	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	_____
EXPENSES Total:		\$0.00	\$0.00	\$0.00	\$328,500.00	\$328,500.00	
122 DIVERSITY EQUITY & INCLUSION Total:		\$0.00	\$0.00	\$0.00	\$536,374.00	\$536,374.00	

122 DEPARTMENT OF DIVERSITY, EQUITY and INCLUSION										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
										01-122-1-5111
01-122-1-5111	DEI Officer	Vacant	UNCL	35	0	1	1	\$0	\$75,000	\$75,000
					0	2	2			
122	Department of Diversity, Equity & Inclusion TOTAL									
					Salary (5111)		\$0	\$207,874	\$207,874	
					Personnel Total:		\$0	\$207,874	\$207,874	

Notes to Budget:

¹ 3% COLA on administrative salary.

(122) Department of Diversity, Equity and Inclusion - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	0	207,874	207,874	100%	3% COLA on administrative salary.
Total Personnel Services	\$0	\$207,874	207,874	100%	
General Operating Expenses					
Professional Services	\$0	\$25,000	25,000	100%	External consulting; external marketing and advertising; translation & accessibility services.
Data Management System	\$0	\$65,000	65,000	100%	Diversity Supplier Tracking; Online Microlearning.
Advertising	0	20,000	20,000	100%	Notification for events put in the local newspaper.
Office Supplies	0	5,500	5,500	100%	WB Mason.
Professional Development	0	60,000	60,000	100%	Any training courses needed by the staff (unconscious bias, anti-racism, inclusive leadership, Lunch and Learn); Employee Resource Groups; travel; membership dues and fees.
Outreach and Engagement	\$0	\$78,000	78,000	100%	Community Affinity Groups; Commissions; Culture, Arts & Tourism; Creative Placemaking Events; Recruiting and Branding; Partnerships or sponsorships (EPD, EFD, Youth Services); Diversity Supplier Chain Trainings; Re-Entry Initiatives; Job Fairs.
Events and Other	\$0	\$75,000	75,000	100%	Supports the Mayor's goals of expanding and deepening community engagement., offering economic and educational opportunity to all, and increasing opportunities for residents to enjoy the City's open spaces. Includes MLK Day, Black History Month, Women's History Month, Older Adult Month, Latino/Hispanic Heritage Month, Juneteenth, LGBTQ+ Pride Month, Diversity Day, Global Markets, Asian/Pacific Islander Heritage Month, Community Driven Occasions and Village Fest.
Total Expenditures	\$0	\$328,500	328,500	100%	
Total DEI Office	\$0	\$536,374	536,374	100%	

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129 - 311/CONSTITUENTS SERVICES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-129-1-5111	SALARIES	\$0.00	\$353,089.00	\$196,192.24	\$365,282.00	\$365,282.00	_____
01-129-1-5113	PART TIME SALARIES	\$0.00	\$52,142.00	\$0.00	\$53,186.00	\$53,186.00	_____
01-129-1-5130	OVERTIME	\$0.00	\$5,000.00	\$958.47	\$5,000.00	\$5,000.00	_____
PERSONNEL Total:		\$0.00	\$410,231.00	\$197,150.71	\$423,468.00	\$423,468.00	
EXPENSES							
01-129-2-5340	TELECOMMUNICATIONS	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-129-2-5346	ADVERTISING	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	_____
01-129-2-5420	OFFICE SUPPLIES	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	_____
EXPENSES Total:		\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	
129 311/CONSTITUENTS SERVICES Total:		\$0.00	\$420,231.00	\$197,150.71	\$433,468.00	\$433,468.00	

129	311 / CONSTITUENT SERVICES										
	PERSONNEL SERVICES										
						FY23	FY23				FY23
						DEPT	MAYOR				MAYOR
						FTE	FTE				& Council
DEPT	POSITION	CLASS/	STEP	HOURS	STAFF	REQ	REC	FY22	FY23	FY23	REC
								APPROPRIATION	REQUEST		
01-129-1-5111	Constituent Services / 311 Director ¹	Chad Luongo	UNCL	35	1	1	1	\$99,511	\$102,499		\$102,499
01-129-1-5111	*Assistant 311 Director ^{1 2}	Gaspare DeFilippis	UNCL	35	1	1	1	\$61,560	\$78,283		\$78,283
01-129-1-5111	Weekend Coordinator ¹	Deanna Colameta	UNCL	35	1	1	1	\$71,812	\$61,900		\$61,900
01-129-1-5111	*Secretary / Constituent Services	Vacant	UNCL	35	1	1	1	\$60,103	\$61,300		\$61,300
01-129-1-5111	Constituent Services Aide	Vacant	UNCL	35	1	1	1	\$60,103	\$61,300		\$61,300
01-129-1-5113	Constituent Services Aide - PT	Vacant	UNCL	Varies	0	0	0	\$24,064	\$24,545		\$24,545
01-129-1-5113	Constituent Services Aide - PT	Vacant	UNCL	Varies	0	0	0	\$21,920	\$22,358		\$22,358
01-129-1-5113	Constituent Services Aide - PT	Vacant	UNCL	Varies	0	0	0	\$6,159	\$6,282		\$6,282
					5	5	5				
129	311/Constituent Services Office TOTAL										
* These positions are multi-lingual								Salary (5111)	\$353,089	\$365,282	\$365,282
								Part Time (5113)	\$52,142	\$53,186	\$53,186
								Overtime (5130)	\$5,000	\$5,000	\$5,000
								Personnel Total:	\$410,231	\$423,468	\$423,468
Notes to Budget:											
¹ 3% COLA on administrative salary.											
² Salary adjustment made during FY22.											

(129) 311 / Constituent Services - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	353,089	365,282	12,193	3%	3% COLA added to administrative salaries.
Part Time Salaries	52,142	53,186	1,044	2%	For 3 part-time positions.
Overtime	5,000	5,000	0	0%	In lieu of comp time.
Total Personnel Services	\$410,231	\$423,468	13,237	3%	
General Operating Expenses					
Telecommunications	1,000	1,000	0	0%	Telephones for staff.
Advertising	6,000	6,000	0	0%	Our local papers. Also Boston Globe when necessary.
Office Supplies	3,000	3,000	0	0%	WB Mason
Total Expenditures	\$10,000	\$10,000	0	0%	
Total 311/Constituent Services	\$420,231	\$433,468	13,237	3%	

City of Everett
Everett Budget Council Worksheet
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135 - OFFICE OF THE CITY AUDITOR							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-135-1-5111	SALARIES	\$442,715.93	\$461,177.00	\$398,262.66	\$477,543.00	\$477,543.00	_____
01-135-1-5130	OVERTIME	\$748.47	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-135-1-5143	LONGEVITY	\$2,950.00	\$2,950.00	\$0.00	\$2,950.00	\$2,950.00	_____
PERSONNEL Total:		\$446,414.40	\$474,127.00	\$398,262.66	\$490,493.00	\$490,493.00	
EXPENSES							
01-135-2-5307	AUDIT/PROFESSIONAL SVCS	\$46,581.25	\$100,000.00	\$53,572.50	\$125,000.00	\$125,000.00	_____
01-135-2-5420	OFFICE SUPPLIES	\$2,845.93	\$7,000.00	\$2,700.95	\$7,000.00	\$7,000.00	_____
01-135-2-5700	PRINTING BUDGET DOCUMENTS	\$3,957.30	\$3,500.00	\$575.00	\$3,500.00	\$3,500.00	_____
01-135-2-5710	PROFESSIONAL DEVELOPMENT	\$1,576.70	\$5,000.00	\$1,297.12	\$5,000.00	\$5,000.00	_____
01-135-2-5785	FINANCIAL SOFTWARE & EQUIPMENT	\$82,526.85	\$115,000.00	\$94,153.35	\$145,000.00	\$145,000.00	_____
EXPENSES Total:		\$137,488.03	\$230,500.00	\$152,298.92	\$285,500.00	\$285,500.00	
135 OFFICE OF THE CITY AUDITOR Total:		\$583,902.43	\$704,627.00	\$550,561.58	\$775,993.00	\$775,993.00	

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

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	461,177	477,543	16,366	4%	Contractual salary increase for Mr. Demas. One salary adjustment of 5% and a 3% increase on administrative salary. Local 25 Clerical union 3% increase per contract settlement.
Overtime	10,000	10,000	0	0%	Contractual for union staff.
Longevity	2,950	2,950	0	0%	Ms. Hurley \$1,700, Ms. Crafts \$1,250.
Total Personnel Services	\$474,127	\$490,493	16,366	3%	
General Operating Expenses					
Audit/Professional Services	100,000	125,000	25,000	25%	Annual Audit, MCGOA, OPEB actuarial report.
Office Supplies	7,000	7,000	0	0%	WB Mason, Alden Hauk, Belmont Springs, SoftRight.
Printing Budget Documents	3,500	3,500	0	0%	WB Mason - All supplies to print CIP, City, ECTV and W/S budgets. Also for GFOA budget submission.
Professional Development	5,000	5,000	0	0%	Professional courses for Auditor and staff.
Financial Software	115,000	145,000	30,000	26%	ClearGov, SoftRight, etc.
Total Expenditures	\$230,500	\$285,500	55,000	24%	
Total City Auditor	\$704,627	\$775,993	\$71,366	10%	
Retirement Board (Found under Fixed Costs)					
Payment Pension Fund	18,142,118	19,051,038	908,920	5%	Reflects the updated biennial valuation completed by PERAC.
Total	\$18,142,118	\$19,051,038	\$908,920	5%	

City of Everett
Everett Budget Council Worksheet
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138 - OFFICE OF PURCHASING & PROCURE		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-138-1-5111	SALARIES	\$49,284.00	\$100,538.00	\$83,133.11	\$115,001.00	\$103,558.00	_____
PERSONNEL Total:		\$49,284.00	\$100,538.00	\$83,133.11	\$115,001.00	\$103,558.00	_____
EXPENSES							
01-138-2-5248	SOFTWARE/OTHER	\$11,272.00	\$14,000.00	\$11,272.00	\$15,000.00	\$15,000.00	_____
01-138-2-5420	OFFICE SUPPLIES	\$1,369.40	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-138-2-5710	PROFESSIONAL DEVELOPMENT	\$1,428.78	\$2,000.00	\$1,475.99	\$3,000.00	\$3,000.00	_____
EXPENSES Total:		\$14,070.18	\$18,500.00	\$12,747.99	\$20,500.00	\$20,500.00	_____
138 OFFICE OF PURCHASING & PROCURE		\$63,354.18	\$119,038.00	\$95,881.10	\$135,501.00	\$124,058.00	_____

138 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF PURCHASING & PROCUREMENT										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-138-1-5111	Chief Procurement Officer ¹	Rob Moreschi	UNCL	40	1	1	1	\$100,537	\$115,000	\$103,557
01-138-1-5111	Administrative Assistant ²	N/A	A-6U/8	35	0	0	0	\$1	\$1	\$1
					1	1	1			
138	Purchasing TOTAL									
							Salary (5111)	\$100,538	\$115,001	\$103,558
							Personnel Total:	\$100,538	\$115,001	\$103,558

Notes to Budget:

¹ 3% COLA on administrative salary.

² Not requesting funding for this vacant position in FY23.

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

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	100,538	103,558	3,020	3%	3% COLA added to administrative salary.
Total Personnel Services	\$100,538	\$103,558	3,020	3%	
General Operating Expenses					
Software/Other	14,000	15,000	1,000	7%	We continue to utilize DocuSign, which is a software that allows us to electronically send all contracts through a secured email. This process has led to a more efficient signing process and is saving a tremendous amount of paper.
Office Supplies	2,500	2,500	0	0%	FedEx for mailings: bid packages and contracts, all supplies for the Purchasing Department and supplies for the contract binding and bid package creation.
Professional Development	2,000	3,000	1,000	50%	MCPPO courses to maintain certification as Purchasing Agent through the Commonwealth. Ongoing professional development courses as needed to retain certification and keep current on Massachusetts General Law requirements and exemptions as well as cost of memberships to different organizations.
Total Expenditures	\$18,500	\$20,500	2,000	11%	
Total Purchasing Office	\$119,038	\$124,058	\$5,020	4%	

City of Everett
Everett Budget Council Worksheet
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141 - OFFICE OF ASSESSING							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-141-1-5111	SALARIES	\$173,636.43	\$296,088.00	\$211,739.41	\$307,028.00	\$307,028.00	_____
01-141-1-5143	LONGEVITY	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-141-1-5191	BOARD OF ASSESSORS - STIPEND	\$15,750.00	\$21,000.00	\$17,500.00	\$21,000.00	\$21,000.00	_____
PERSONNEL Total:		\$189,386.43	\$318,088.00	\$229,239.41	\$329,028.00	\$329,028.00	
EXPENSES							
01-141-2-5240	EQUIPMENT MAINTENANCE	\$0.00	\$1,375.00	\$761.66	\$1,375.00	\$1,375.00	_____
01-141-2-5301	PROFESSIONAL SERVICES	\$321,039.91	\$350,000.00	\$313,114.40	\$450,000.00	\$450,000.00	_____
01-141-2-5420	OFFICE SUPPLIES	\$1,494.45	\$4,500.00	\$1,229.73	\$4,500.00	\$4,500.00	_____
01-141-2-5710	PROFESSIONAL DEVELOPMENT	\$778.48	\$5,000.00	\$312.50	\$5,000.00	\$5,000.00	_____
EXPENSES Total:		\$323,312.84	\$360,875.00	\$315,418.29	\$460,875.00	\$460,875.00	
141 OFFICE OF ASSESSING Total:		\$512,699.27	\$678,963.00	\$544,657.70	\$789,903.00	\$789,903.00	

141 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF ASSESSING										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
										01-141-1-5111
01-141-1-5111	Assistant Assessor ⁴	Beninson Pena	UNCL	35	1	1	1	\$78,000	\$77,250	\$77,250
01-141-1-5111	Administrative Assistant ²	Kate Hegarty	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
01-141-1-5143	Administrative Assistant	Kate Hegarty	Longevity					\$1,000	\$1,000	\$1,000
01-141-1-5111	Principal Clerk ²	Marie Medeiros	C-6U/5	35	1	1	1	\$47,680	\$52,500	\$52,500
01-141-1-5111	Principal Clerk ³	N/A	C-6U/1	35	0	0	0	\$1	\$1	\$1
01-141-1-5191	Board of Assessors Chair	William Hart	Board		0	0	0	\$9,000	\$9,000	\$9,000
01-141-1-5191	Board Member	Ron Keohan	Board		0	0	0	\$6,000	\$6,000	\$6,000
01-141-1-5191	Board Member	Giuseppe Tozzi	Board		0	0	0	\$6,000	\$6,000	\$6,000
					4	4	4			
141	Assessors TOTAL									
							Salary (5111)	\$296,088	\$307,028	\$307,028
							Longevity (5143)	\$1,000	\$1,000	\$1,000
							Board of Assesors Stipends (5191)	\$21,000	\$21,000	\$21,000
							Personnel Total:	\$318,088	\$329,028	\$329,028

Notes to Budget:

- ¹ Contracted increase in FY23.
- ² Local 25 Clerical union 3% increase per contract settlement.
- ³ Not requesting funding for this position in FY23.
- ⁴ 3% COLA added to salary in FY23.

(141) Office of Assessing - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	296,088	307,028	\$10,940	4%	Contractual increase for DH. 3% COLA on administrative salary. Local 25 Clerical union 3% increase per contract settlement. Not requesting funding for 1 position in FY23.
Longevity	1,000	1,000	\$0	0%	Ms. Hegarty.
Stipends	21,000	21,000	\$0	0%	Mr. Hart, Chair (\$9K), Mr. Tozzi & Mr. Keohan (\$6K each).
Total Personnel Services	\$318,088	\$329,028	\$10,940	3%	
General Operating Expenses					
Equipment Maintenance	1,375	1,375	\$0	0%	Simplex Grinnell time stamp (\$198), HP printer (\$1K)
Professional Services	350,000	450,000	\$100,000	29%	Patriot Properties revaluation, personal property valuation, GIS fees for work previously completed in-house, attorney & appraisal/expert witness fees for ATB cases including but not limited to 504 accounts, Distrigas manufacturing status and Mystic Station.
Office Supplies	4,500	4,500	\$0	0%	Includes paper, envelopes, glue sticks, etc. Replacement chairs, storage boxes, appointment books, ink cartridges, notebooks. Increase in additional mailings and use of copy paper.
Professional Development	5,000	5,000	\$0	0%	Courses for staff - attending when courses and workshops are available.
Total Expenditures	\$360,875	\$460,875	\$100,000	28%	
Total Assessing Office	\$678,963	\$789,903	\$110,940	16%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

145 - OFFICE OF TREASURER/COLLECTOR							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-145-1-5111	SALARIES	\$713,651.05	\$912,996.00	\$703,413.04	\$988,883.00	\$988,883.00	
01-145-1-5130	OVERTIME	\$0.00	\$1,000.00	\$163.04	\$1,000.00	\$1,000.00	
01-145-1-5143	LONGEVITY	\$8,400.00	\$7,600.00	\$6,600.00	\$7,600.00	\$7,600.00	
01-145-1-5144	ABOVE GRADE DIFF	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	
01-145-1-5191	HEARING OFFICER STIPEND	\$4,720.00	\$5,000.00	\$4,152.00	\$5,000.00	\$5,000.00	
01-145-1-5193	CLOTHING ALLOWANCE	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	
PERSONNEL Total:		\$730,471.05	\$930,296.00	\$715,028.08	\$1,006,183.00	\$1,006,183.00	
EXPENSES							
01-145-2-5240	EQUIPMENT MAINTENANCE	\$990.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	
01-145-2-5306	RECORDING FEES	\$140.00	\$30,000.00	\$0.00	\$30,000.00	\$30,000.00	
01-145-2-5312	DATA PROCESSING (DP) PAYROLL/HMN	\$52,778.76	\$62,000.00	\$52,938.25	\$62,000.00	\$62,000.00	
01-145-2-5314	DP TAX BILLING & COLLECTION	\$1,281.96	\$2,000.00	\$40.00	\$2,000.00	\$2,000.00	
01-145-2-5344	POSTAGE	\$18,092.28	\$55,000.00	\$27,080.93	\$60,000.00	\$60,000.00	
01-145-2-5385	OTHER CHARGES	\$238,159.15	\$249,000.00	\$181,630.98	\$250,000.00	\$250,000.00	
01-145-2-5420	OFFICE SUPPLIES	\$1,108.24	\$6,000.00	\$4,453.59	\$5,000.00	\$5,000.00	
01-145-2-5430	METER REPAIRS & MAINTENANCE	\$8,032.67	\$50,000.00	\$46,471.36	\$50,000.00	\$50,000.00	
01-145-2-5580	PARKING METER MINOR EQUIPMENT	\$78.72	\$10,000.00	\$2,718.98	\$10,000.00	\$10,000.00	
01-145-2-5745	INSURANCE	\$1,625.00	\$4,250.00	\$700.00	\$4,250.00	\$4,250.00	
EXPENSES Total:		\$322,286.78	\$469,750.00	\$316,034.09	\$474,750.00	\$474,750.00	
145 OFFICE OF TREASURER/COLLECTOR		\$1,052,757.83	\$1,400,046.00	\$1,031,062.17	\$1,480,933.00	\$1,480,933.00	

145 DEPARTMENT OF FINANCIAL SERVICES / OFFICE OF THE CITY TREASURER - COLLECTOR										
PERSONNEL SERVICES										
DEPT	POSITION		CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
01-145-1-5111	Treasurer/Collector ¹	Monica Ford	UNCL	35	1	1	1	\$120,000	\$123,603	\$123,603
01-145-1-5143	Treasurer/Collector	Monica Ford	Longevity					\$1,300	\$0	\$0
01-145-1-5111	Assistant Treasurer ³	Tammie Duong	UNCL	35	1	1	1	\$68,644	\$75,000	\$75,000
01-145-1-5111	Assistant Collector ³	Adriana Indrisano	UNCL	35	1	1	1	\$68,644	\$70,000	\$70,000
01-145-1-5111	Payroll Administrator ⁴	Vacant	UNCL	35	0	1	1	\$0	\$65,000	\$65,000
01-145-1-5111	Administrative Assistant ²	Sissy Liston	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
01-145-1-5143	Administrative Assistant	Sissy Liston	Longevity					\$1,450	\$1,450	\$1,450
01-145-1-5111	Deputy Collector ²	Tracy O'Connor	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
01-145-1-5143	Deputy Collector ²	Tracy O'Connor	Longevity					\$0	\$1,000	\$1,000
01-145-1-5111	Administrative Assistant ²	Laurie Warren	A-6U/6	35	1	1	1	\$54,288	\$62,538	\$62,538
01-145-1-5143	Administrative Assistant	Laurie Warren	Longevity					\$1,000	\$1,000	\$1,000
01-145-1-5111	Principal Clerk ²	Roxanna Mejia	C-6U/8	35	1	1	1	\$63,509	\$57,240	\$57,240
01-145-1-5111	Principal Clerk ²	Zerina Gace	C-6U/8	35	1	1	1	\$63,509	\$57,240	\$57,240
01-145-1-5143	Principal Clerk	Vacant	Longevity					\$1,000	\$0	\$0
01-145-1-5111	Principal Clerk ²	Kathy Bereznoski	C-6U/8	35	1	1	1	\$54,288	\$57,240	\$57,240
01-145-1-5143	Principal Clerk	Kathy Bereznoski	Longevity					\$1,450	\$1,450	\$1,450
01-145-1-5111	Principal Clerk ²	Tanya Benjamin	C-6U/7	35	1	1	1	\$54,288	\$54,500	\$54,500
01-145-1-5111	Principal Clerk ²	Anita LaFuenta	C-6U/7	35	1	1	1	\$54,288	\$54,500	\$54,500
01-145-1-5111	Principal Clerk ²	Vacant	C-6U/8	35	1	1	1	\$50,766	\$57,240	\$57,240
01-145-1-5111	Principal Clerk ²	Jeanne Broderick	C-6U/5	17.5	0.50	0.50	0.50	\$23,840	\$26,245	\$26,245
01-145-1-5111	Principal Clerk ²	Jane Peluso	C-6U/8	20	0.57	0.57	0.57	\$31,024	\$32,583	\$32,583
01-297-1-5143	Principal Clerk	Jane Peluso	Longevity					\$1,250	\$1,250	\$1,250
01-145-1-5111	Parking Meter Repairman ²	Bill MacKenzie	W7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034
01-297-1-5143	Parking Meter Repairman	Bill MacKenzie	Longevity					\$1,450	\$1,450	\$1,450
01-297-1-5193	Parking Meter Repairman	Bill MacKenzie	Clothing					\$700	\$700	\$700
01-145-1-5191	Hearing Officer	Chad Luongo	UNCL	Varies	0	0	0	\$5,000	\$5,000	\$5,000
					14.07	15.07	15.07			
145	City Treasurer / Collector TOTAL									Continued...

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

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	912,996	988,883	75,887	8%	3% COLA added to administrative salary. Requesting salary adjustment for the Assistants Treasurer/Collector to put parity between their salary and the clerical salary. Local 25 Clerical/DPW increased 3% per contract.
Overtime	1,000	1,000	0	0%	If clerks request OT in lieu of comp time.
Longevity	7,600	7,600	0	0%	Ms. Liston (\$1,450), Ms. O'Connor (\$1,000), Ms. Bereznoski (\$1,450), Ms. Warren (\$1,000), Mrs. Peluso (\$1,250), Mr. Mackenzie (\$1,450).
Above Grade Differential	3,000	3,000	0	0%	Used when clerical staff fill in for someone at a higher job classification.
Hearing Officer Stipend	5,000	5,000	0	0%	Mr. Luongo, Parking Hearing Officer.
Clothing Allowance	700	700	0	0%	Mr. MacKenzie, Local 25 DPW contractual.
Total Personnel Services	\$930,296	\$1,006,183	\$75,887	8%	
General Operating Expenses					
Equipment Maintenance	1,500	1,500	0	0%	Service contracts on 4 date stamps/\$200 ea. Includes ink ribbons.
Recording Fees	30,000	30,000	0	0%	\$75 per deed. Anticipated to have 300 to 400 deeds in FY23.
Data Processing/Payroll/HR	62,000	62,000	0	0%	Contract Rates have not increased since last contract.
DP Tax Billing & Collection	2,000	2,000	0	0%	\$350 to \$400 for binding Commitment books. Balance for printer cartridges and paper. Also used for Treasurer/Collector association dues.
Postage	55,000	60,000	5,000	9%	Postage for all department in city. Also pays for supplies to maintain the mail machine. Postage rates scheduled to increase in January 2023.
Other Charges	250,000	250,000	0	0%	Eastern Bank lockbox fees about \$15K to \$20K per year. Also used to pay credit card fees and for parking sticker program.
Office Supplies	5,000	5,000	0	0%	Various office supplies from WB Mason.
Meter Repairs & Maintenance	50,000	50,000	0	0%	New electronic meters.
Parking Meter Minor Equipment	10,000	10,000	0	0%	Batteries, supplies.
Insurance	4,250	4,250	0	0%	To bond all employees in Treasurer's and Collector's Office.
Total Expenditures	\$469,750	\$474,750	\$5,000	1%	
Total Treasurer/Collector	\$1,400,046	\$1,480,933	\$80,887	6%	

Continued...

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Retirement of Debt (Found under Fixed Costs)					
April 23, 2015	1,065,000	1,065,000	0	0%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	120,000	0	(120,000)	-100%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	449,416	449,416	0	0%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	100,000	0	(100,000)	-100%	Payments per debt schedule.
Dec. 20, 2013	675,000	675,000	0	0%	Payments per debt schedule.
Feb 6, 2014	265,000	265,000	0	0%	Payments per debt schedule.
Feb 18, 2016	930,000	925,000	(5,000)	-1%	Payments per debt schedule.
Feb 19, 2008 Sec 108 HUD Loan	80,000	84,000	4,000	5%	Payments per debt schedule.
Feb 2017	890,000	666,000	(224,000)	-25%	Payments per debt schedule.
May 3, 2018	1,355,000	1,335,000	(20,000)	-1%	Payments per debt schedule.
April 4, 2019	1,810,000	1,785,000	(25,000)	-1%	Payments per debt schedule.
Feb 11, 2021 GOB	160,000	160,000	0	0%	Payments per debt schedule.
Nov 17, 2020 GOB	1,135,000	1,130,000	(5,000)	0%	Payments per debt schedule.
Jan 25, 2022 GOB	0	1,300,000	1,300,000	100%	Payments per debt schedule.
Total	\$9,034,416	\$9,839,416	\$805,000	9%	
Long Term Debt Interest (Found under Fixed Costs)					
April 23, 2015	241,758	199,156	(42,602)	-18%	Payments per debt schedule.
Dec 12, 2012 School Remodeling	2,400	0	(2,400)	-100%	Payments per debt schedule.
Oct 25, 2007 MSBA High School 2%	107,860	98,871	(8,989)	-8%	Payments per debt schedule.
Aug 1, 2009 School Remod-Parlin	35,126	0	(35,126)	-100%	Payments per debt schedule.
Dec 20, 2013	104,731	84,480	(20,251)	-19%	Payments per debt schedule.
Feb 6, 2014	65,920	57,969	(7,951)	-12%	Payments per debt schedule.
Feb 18, 2016	328,700	291,500	(37,200)	-11%	Payments per debt schedule.
Feb 2017	366,322	321,819	(44,503)	-12%	Payments per debt schedule.
May 3, 2018	410,631	342,881	(67,750)	-16%	Payments per debt schedule.
April 4, 2019	614,750	524,250	(90,500)	-15%	Payments per debt schedule.
Feb 11, 2021 GOB	76,319	70,500	(5,819)	-8%	Payments per debt schedule.
Nov 17, 2020 GOB	833,040	629,538	(203,502)	-24%	Payments per debt schedule.
Jan 25, 2022 GOB	0	793,461	793,461	100%	Payments per debt schedule.
Total	\$3,187,557	\$3,414,425	\$226,868	7%	

Continued...

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Short Term Debt Interest (Found under Fixed Costs)					
Int on Temporary Loans	210,000	0	(210,000)	-100%	Not requesting funding in FY23.
Total	\$210,000	\$0	(\$210,000)	100%	
FICA (Found under Fixed Costs)					
Medicare (1.45%)	1,936,012	2,323,214	387,202	20%	Employer match of Medicare deduction. 1.45% of pay (health and life deductions not taxed).
Total	\$1,936,012	\$2,323,214	\$387,202	20%	

City of Everett
Everett Budget Council Worksheet
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151 - OFFICE OF THE CITY SOLICITOR							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-151-1-5111	SALARIES	\$212,540.01	\$437,769.00	\$375,300.71	\$474,718.00	\$470,244.00	_____
01-151-1-5143	LONGEVITY	\$2,350.00	\$3,150.00	\$5,500.01	\$3,150.00	\$3,150.00	_____
01-151-1-5191	HEARING OFFICER STIPEND	\$0.00	\$0.00	\$420.66	\$0.00	\$0.00	_____
01-151-1-5198	RAO STIPEND	\$9,041.08	\$9,400.00	\$5,468.29	\$10,000.00	\$9,400.00	_____
PERSONNEL Total:		\$223,931.09	\$450,319.00	\$386,689.67	\$487,868.00	\$482,794.00	
EXPENSES							
01-151-2-5302	LITIGATION/PROFESSIONAL SERVICES	\$60,739.21	\$71,000.00	\$16,900.27	\$150,000.00	\$150,000.00	_____
01-151-2-5319	ISD LITIGATION FEES	\$0.00	\$7,500.00	\$1,573.50	\$7,500.00	\$7,500.00	_____
01-151-2-5420	OFFICE SUPPLIES	\$1,317.54	\$3,000.00	\$897.46	\$3,000.00	\$3,000.00	_____
01-151-2-5586	WESTLAW COMPUTER RESEARCH	\$4,526.95	\$4,200.00	\$3,241.00	\$4,200.00	\$4,200.00	_____
01-151-2-5710	PROFESSIONAL DEVELOPMENT	\$475.29	\$1,500.00	\$1,010.74	\$1,500.00	\$1,500.00	_____
01-151-2-5760	CLAIMS	\$2,530.78	\$6,500.00	\$6,230.00	\$3,500.00	\$3,500.00	_____
01-151-2-5850	EQUIPMENT & OTHER	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	_____
EXPENSES Total:		\$69,589.77	\$96,200.00	\$29,852.97	\$172,200.00	\$172,200.00	
151 OFFICE OF THE CITY SOLICITOR Total:		\$293,520.86	\$546,519.00	\$416,542.64	\$660,068.00	\$654,994.00	

151 OFFICE OF THE CITY SOLICITOR										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-151-1-5111	City Solicitor ¹	Colleen Mejia	UNCL	35	1	1	1	\$123,652	\$140,000	\$140,000
01-151-1-5143	City Solicitor	Colleen Mejia	Longevity					\$1,300	\$1,300	\$1,300
01-151-1-5111	Assistant City Solicitor ¹	Keith Slattery	UNCL	35	1	1	1	\$110,000	\$120,000	\$120,000
01-151-1-5111	Assistant City Solicitor for Labor & Employment ²	Lara Ammouri	UNCL	30	1	1	1	\$90,000	\$92,703	\$92,703
01-151-1-5143	Assistant City Solicitor for Labor & Employment	Lara Ammouri	Longevity					\$800	\$800	\$800
01-151-1-5111	Paralegal ²	Jen Peters	UNCL	35	1	1	1	\$59,747	\$61,542	\$61,542
01-151-1-5143	Paralegal	Jen Peters	Longevity					\$400	\$400	\$400
01-151-1-5111	Secretary ²	Maryann Mayo	UNCL	35	1	1	1	\$54,370	\$60,473	\$55,999
01-151-1-5143	Secretary	Maryann Mayo	Longevity					\$650	\$650	\$650
					5	5	5			
151	City Solicitor TOTAL									
							Salary (5111)	\$437,769	\$474,718	\$470,244
							Longevity (5143)	\$3,150	\$3,150	\$3,150
							RAO Stipend (5198)	\$9,400	\$10,000	\$9,400
							Personnel Total:	\$450,319	\$487,868	\$482,794
Notes to Budget:										
¹ Seeking a salary adjustment for this position in FY23.										
² 3% COLA added to this salary in FY23.										

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

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	437,769	470,244	32,475	7%	Based on the Collins study previously used by our city, the average salary for solicitors was \$139,394. Mr. Slattery's position is a hybrid between Code Enforcement Director and Assistant Solicitor. With his 20 years experience as an attorney and dual roles, he is requesting an adjustment. 3% COLA on most administrative salaries.
Longevity	3,150	3,150	0	0%	Ms. Mejia (\$1,700), Ms. Ammouri (\$800), Ms. Peters (\$400) and Ms. Mayo (\$650).
RAO Stipend	9,400	9,400	0	0%	In accordance with new public records law, a record access officer is appointed. Instead of hiring a part time employee, solicitor will take responsibility. In calendar year 2021 the city received 568 requests. The Solicitor managed the responses of each one. As of March 2, 2022 the city has already received 109 requests. The workload for this task requires more time than previous years.
Total Personnel Services	\$450,319	\$482,794	32,475	7%	
General Operating Expenses					
Litigation/Professional Services	75,000	150,000	75,000	100%	Used to pay any litigation related service, such as legal services, filing complaints, expert witnesses, recording fees, transcripts, etc.
ISD Litigation Fees	7,500	7,500	0	0%	For issues surrounding Code Enforcement/ISD.
Office Supplies	3,000	3,000	0	0%	General office supplies from WB Mason.
Westlaw Computer Research	4,200	4,200	0	0%	Used to pay the monthly bill to Westlaw. This is an internet based database used to research a variety of legal issues.
Professional Development	1,500	1,500	0	0%	For staff training/continuing education.
Claims	2,500	3,500	1,000	40%	For small claims brought against the city.
Equipment & Other	2,500	2,500	0	0%	Equipment and large office supplies.
Total Expenditures	\$96,200	\$172,200	76,000	79%	
Total Solicitor's Office	\$546,519	\$654,994	\$108,475	20%	
Continued...					
Property/Liability Insurance (Found under Fixed Costs)					

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Comp General Liability	1,984,650	2,083,883	\$99,233	5%	All city insurance including schools. Anticipating increase in premiums because of new fleet vehicles and new park equipment.
Insurance Deductibles	151,500	151,500	\$0	0%	All deductibles for all motor vehicle accidents including police, fire and schools. (\$1K per vehicle). Also pays for all glass breakage on motor vehicles and deductibles on other claims.
Total	\$2,136,150	\$2,235,383	\$99,233	5%	

City of Everett
Everett Budget Council Worksheet
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152 - DEPARTMENT OF HUMAN RESOURCES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-152-1-5111	SALARIES	\$243,342.43	\$227,818.00	\$191,529.96	\$429,634.00	\$429,634.00	_____
01-152-1-5113	PART TIME SALARIES	\$31,690.78	\$34,195.00	\$26,523.82	\$35,221.00	\$35,221.00	_____
01-152-1-5121	TEMP PERSONNEL - ALL DEPT	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	_____
01-152-1-5123	YEAR-ROUND PROGRAM	\$126,042.90	\$125,000.00	\$61,414.28	\$125,000.00	\$125,000.00	_____
01-152-1-5130	OVERTIME	\$1,360.90	\$4,200.00	\$-1,526.58	\$4,200.00	\$4,200.00	_____
01-152-1-5151	EMPLOYEE BUY BACK & OTHER	\$961,570.37	\$1,000,000.00	\$771,926.91	\$1,000,000.00	\$1,000,000.00	_____
01-152-1-5154	DIRECT DEPOSIT STIPEND	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$1,364,857.38	\$1,397,213.00	\$1,049,868.39	\$1,600,055.00	\$1,600,055.00	
EXPENSES							
01-152-2-5152	MEDICAL EXAMS	\$3,652.50	\$25,000.00	\$9,504.00	\$30,000.00	\$30,000.00	_____
01-152-2-5161	LOCAL 25 HEALTH SERVICES	\$0.00	\$172,916.00	\$51,764.19	\$172,916.00	\$172,916.00	_____
01-152-2-5301	PROFESSIONAL SERVICES	\$21,987.38	\$30,000.00	\$46,116.50	\$40,000.00	\$40,000.00	_____
01-152-2-5420	OFFICE SUPPLIES	\$3,032.26	\$4,500.00	\$3,545.95	\$5,000.00	\$5,000.00	_____
01-152-2-5710	PROFESSIONAL DEVELOPMENT	\$3,915.00	\$20,000.00	\$-1,342.59	\$20,000.00	\$20,000.00	_____
EXPENSES Total:		\$32,587.14	\$252,416.00	\$109,588.05	\$267,916.00	\$267,916.00	
152 DEPARTMENT OF HUMAN RESOURCES		\$1,397,444.52	\$1,649,629.00	\$1,159,456.44	\$1,867,971.00	\$1,867,971.00	

152 DEPARTMENT OF HUMAN RESOURCES										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-152-1-5111	Director of Human Resources ¹	Justin Shrader	UNCL	35	1	1	1	\$121,000	\$124,634	\$124,634
01-152-1-5111	Deputy Director of Human Resources ²	Vacant	UNCL	35	0	1	1	\$0	\$95,000	\$95,000
01-152-1-5111	Human Resources Generalist ²	Vacant	UNCL	35	0	1	1	\$0	\$80,000	\$80,000
01-152-1-5111	Youth Workforce Coordinator ³	Roberto Velasquez	UNCL	35	1	1	1	\$55,528	\$70,000	\$70,000
01-152-1-5111	Youth Workforce Assistant ³	Amata Cucuzza	UNCL	35	1	1	1	\$51,290	\$60,000	\$60,000
01-152-1-5113	Benefits Specialist ¹	Nancy Vitukevich	UNCL	18.5	0	0	0	\$34,195	\$35,221	\$35,221
					3	5	5			
152	Human Resources TOTAL									
							Salary (5111)	\$227,818	\$429,634	\$429,634
							Part Time (5113)	\$34,195	\$35,221	\$35,221
							Temp Personnel (5121)	\$6,000	\$6,000	\$6,000
							Summer Jobs (5123)	\$125,000	\$125,000	\$125,000
							Overtime (5130)	\$4,200	\$4,200	\$4,200
							Employee Buyback & Other (5151)	\$1,000,000	\$1,000,000	\$1,000,000
							Personnel Total:	\$1,397,213	\$1,600,055	\$1,600,055

Notes to Budget:

¹ 3% COLA on administrative salary.

² Requesting new position in FY23.

³ Requesting salary adjustment in FY23.

(152) Department of Human Resources - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	227,818	429,634	201,816	89%	3% COLA added to administrative salaries. Requesting 2 new positions in FY23. Requesting salary adjustments for both Youth Workforce Coordinators.
Part Time Salaries	34,195	35,221	1,026	3%	This is the Benefits Technician position.
Temp Personnel - All Dept.	6,000	6,000	0	0%	Human Resource audits and manpower to update software.
Year-Round Program	125,000	125,000	0	0%	For PT youth workers who are hired throughout the year.
Overtime	4,200	4,200	0	0%	Manpower hours to complete audits so we are in compliance with DOL regulations as well as state statute.
Employee Buyback & Other	1,000,000	1,000,000	0	0%	For employees who buyback sick, vacation, and other contractual benefits
Total Personnel Services	\$1,397,213	\$1,600,055	\$202,842	15%	
General Operating Expenses					
Medical Exams	25,000	30,000	5,000	20%	Drug testing for DOT drivers, random drug testing for DPW drivers, random drug testing for police officers and firefighters, and physicals for labor force.
Local 25 Health Service	172,916	172,916	0	0%	A union benefit for dental and vision offered to Local 25 employees.
Professional Services	30,000	40,000	10,000	33%	Mt. Auburn Hospital, Employee Assistance Program, MMA membership fee, various seminars presented by MMA, all job postings, pre-employment background checks.
Office Supplies	4,500	5,000	500	11%	Belmont Printing and WB Mason forms and paper employee documents. Advertising.
Professional Development	20,000	20,000	0	0%	172916
Total Expenditures	\$252,416	\$267,916	15,500	6%	
Total Human Resources	\$1,649,629	\$1,867,971	\$218,342	13%	

Continued...

	FY22 Budget	FY23 Request	\$ + / -	% + / -	
Unemployment Compensation (Found under Fixed Costs)					
Unemployment Compensation	330,000	330,000	0	0%	Various claims throughout the city, including the schools, unemployment taxes. Also includes credits from ECTV for their unemployment benefits.
Total	\$330,000	\$330,000	\$0	0%	
Employee Benefits (Found under Fixed Costs)					
Life Insurance and Other	88,000	88,000	0	0%	The city contributions (70%) for all the employees and retirees life insurance thru Boston Mutual Life Insurance Co. Also includes credits from ECTV for their life insurance benefits.
Health Insurance	21,883,872	22,638,895	755,023	3%	City of Everett contributions come out of this for all the health insurance plans. This money is put into the BC/BS Trust and the Harvard Trust. City contributions would be 85% (retired before April 2003). The contributions vary - 4/03 (96.20% - retired after 4/03), (96.65% Master Medical & Blue Care Elect), (90% Network Blue), (87% Harvard Pilgrim), (98.15% Senior Plan Medex). Also includes credits from ECTV for their health insurance benefits.
AD&D Insurance	28,000	28,000	0	0%	For fire and police only. The city pays the premium -- it is .10 cents on the thousand. This is determined by Boston Mutual on the rate of pay they receive.
Total	\$21,999,872	\$22,754,895	\$755,023	3%	
Employee Injuries (Found under Fixed Costs)					
Active Police and Fire	400,000	400,000	0	0%	All reimbursements for injuries for the police/fire departments. Meditrol (monthly billing & helping with contract issues).
Retired Police & Fire	19,500	19,500	0	0%	All prescription reimbursements for retirees.
Workers Comp	772,000	772,000	0	0%	All workers comp injury claims for all employees including the schools. (Does not include police/fire). Curtin, Murphy & O'Reilly.
Total	\$1,191,500	\$1,191,500	\$0	0%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

155 - DEPT OF INFORMATION TECHNOLOGY							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-155-1-5111	SALARIES	\$224,797.27	\$246,446.00	\$175,904.84	\$243,023.00	\$243,023.00	
01-155-1-5143	LONGEVITY	\$400.00	\$400.00	\$400.00	\$1,450.00	\$1,450.00	
PERSONNEL Total:		\$225,197.27	\$246,846.00	\$176,304.84	\$244,473.00	\$244,473.00	
EXPENSES							
01-155-2-5244	CONTRACT MAINTENANCE	\$29,109.59	\$128,000.00	\$2,048.77	\$131,000.00	\$131,000.00	
01-155-2-5245	COPIERS/MAINTENANCE	\$52,904.51	\$96,000.00	\$4,778.53	\$98,000.00	\$98,000.00	
01-155-2-5268	CONTRACTUAL SERVICES	\$100,132.58	\$300,000.00	\$72,131.01	\$300,000.00	\$300,000.00	
01-155-2-5312	SUPPLIES	\$0.00	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	
01-155-2-5340	TELEPHONE COMMUNICATIONS	\$46,318.77	\$98,000.00	\$0.00	\$98,000.00	\$98,000.00	
01-155-2-5341	WIRELESS COMMUNICATIONS	\$63,728.29	\$86,000.00	\$42,104.62	\$88,000.00	\$88,000.00	
01-155-2-5710	PROFESSIONAL DEVELOPMENT	\$6,727.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	
01-155-2-5785	311 EXPENSES	\$0.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	
01-155-2-5865	DATA COMMUNICATIONS	\$19,546.57	\$54,000.00	\$6,463.99	\$58,000.00	\$58,000.00	
01-155-2-5866	DIRECT FIBER DATA	\$30,049.34	\$90,000.00	\$13,244.33	\$90,000.00	\$90,000.00	
01-155-2-5880	HARDWARE/SOFTWARE EQUIPMENT	\$4,856.95	\$90,000.00	\$544.48	\$90,000.00	\$90,000.00	
EXPENSES Total:		\$353,373.60	\$1,015,000.00	\$141,315.73	\$1,026,000.00	\$1,026,000.00	
CAPITAL IMPROVEMENTS							
01-155-3-5867	TECHNOLOGY INFRASTRUCTURE	\$97,749.34	\$35,000.00	\$3,450.47	\$35,000.00	\$0.00	
CAPITAL IMPROVEMENTS Total:		\$97,749.34	\$35,000.00	\$3,450.47	\$35,000.00	\$0.00	
155 DEPT OF INFORMATION TECHNOLOGY		\$676,320.21	\$1,296,846.00	\$321,071.04	\$1,305,473.00	\$1,270,473.00	

155 DIVISION OF INFORMATION TECHNOLOGY											
PERSONNEL SERVICES											
DEPT	POSITION		CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-155-1-5111	IT Director ¹	Kevin Dorgan	UNCL	35	1	1	1	\$101,953	\$105,014	\$105,014	
01-155-1-5143	IT Director	Kevin Dorgan	Longevity					\$0	\$800	\$800	
01-155-1-5111	Assistant IT Director ¹	Gene Masella	UNCL	35	1	1	1	\$83,293	\$85,789	\$85,789	
01-155-1-5143	Assistant IT Director	Gene Masella	Longevity					\$400	\$650	\$650	
01-155-1-5111	IT Communications Specialist ¹	Vacant	UNCL	35	1	1	1	\$61,200	\$52,220	\$52,220	
155 Information Technology TOTAL					3	3	3				
								Salary (5111)	\$246,446	\$243,023	\$243,023
								Longevity (5143)	\$400	\$1,450	\$1,450
								Personnel Total:	\$246,846	\$244,473	\$244,473

Notes to Budget:

¹ 3% COLA added to administrative salary.

(155) Information Technology - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	246,446	243,023	(3,423)	-1%	3% COLA on administrative salaries.
Longevity	400	1,450	1,050	263%	Mr. Dorgan (\$800) and Mr. Masella (\$650).
Total Personnel Services	\$246,846	\$244,473	(\$2,373)	-1%	
General Operating Expenses					
Contract Maintenance	128,000	131,000	3,000	2%	Contracts for Vadar, GEO, NetAtlantic, Barracuda Maintenance, NGP Van, DigiCert, QScend and Vote Builder. Increase requested due to rate increase in Barracuda Maintenance.
Copiers / Maintenance	96,000	98,000	2,000	2%	Paid to CIT Financial (which is Conway Office Products) for 13 copiers: Auditor, Health, ISD (2), Library, Human Resources, Solicitor, Collector, Assessor, Veteran's, Purchasing and Treasurer. Mayor's copier is paid to Ricoh. The amount requested is based on the monthly payment and maintenance fee for each machine.
Contractual Services	300,000	300,000	0	0%	Larger information technology products to help distribute the workload.
Supplies	8,000	8,000	0	0%	Keyboards, wires, connectors, general office supplies.
Telephone Communications	98,000	98,000	0	0%	All city phones, Verizon phones and PRI circuits.
Wireless Communications	86,000	88,000	2,000	2%	All wireless devices, Verizon iPads in use by various departments now paid here. Increase due to additional wireless devices as needs have grown.
Professional Development	15,000	15,000	0	0%	IT training for staff and employees.
311 Expenses	50,000	50,000	0	0%	For the 311 system - renewals and technology updates/equipment as needed.
Data Communications	54,000	58,000	4,000	7%	Sprint , Towerstream, Comcast for data links between all city buildings.
Direct Fiber Data	90,000	90,000	0	0%	Fiber data links for all city buildings.
Hardware/Software Equipment	90,000	90,000	0	0%	For printers, computers, monitors, servers and for all operating systems.
Total Expenditures	\$1,015,000	\$1,026,000	\$11,000	1%	
Capital Improvements					
Technology Infrastructure	35,000	0	(35,000)	-100%	To add/update city buildings technology. Not requesting funding in FY23.
Total IT	\$1,296,846	\$1,270,473	(\$26,373)	-2%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

161 - CITY CLERK							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-161-1-5111	SALARIES	\$311,899.00	\$527,147.00	\$410,105.16	\$338,853.00	\$338,853.00	
01-161-1-5126	ELECTION STIPEND (FT)	\$0.00	\$6,000.00	\$11,523.51	\$0.00	\$0.00	
01-161-1-5128	ALL ELECTION WORKERS	\$0.00	\$77,000.00	\$68,537.70	\$0.00	\$0.00	
01-161-1-5130	OVERTIME	\$255.69	\$6,000.00	\$4,721.14	\$3,000.00	\$3,000.00	
01-161-1-5143	LONGEVITY	\$4,550.00	\$5,700.00	\$4,750.00	\$4,550.00	\$4,550.00	
01-161-1-5191	ELECTION COMMISSION STIPEND	\$0.00	\$34,750.00	\$18,131.29	\$0.00	\$0.00	
01-161-1-5198	RAO STIPEND	\$7,200.00	\$7,200.00	\$4,800.00	\$7,200.00	\$7,200.00	
PERSONNEL Total:		\$323,904.69	\$663,797.00	\$522,568.80	\$353,603.00	\$353,603.00	
EXPENSES							
01-161-2-5201	HISTORICAL PRESERVATION	\$1,536.55	\$2,000.00	\$960.70	\$2,000.00	\$2,000.00	
01-161-2-5240	EQUIPMENT MAINTENANCE	\$15,371.55	\$26,866.10	\$25,730.67	\$15,000.00	\$15,000.00	
01-161-2-5346	ADVERTISING-ELECTION	\$0.00	\$2,500.00	\$2,153.31	\$0.00	\$0.00	
01-161-2-5380	PREP OF VOTING MACHINES-ELECTION	\$0.00	\$25,000.00	\$24,680.18	\$0.00	\$0.00	
01-161-2-5384	TRAINING-ELECTION	\$0.00	\$3,225.00	\$3,125.00	\$0.00	\$0.00	
01-161-2-5385	OTHER EXPENDITURES	\$1,742.31	\$2,000.00	\$1,424.11	\$2,000.00	\$2,000.00	
01-161-2-5386	CITY CENSUS	\$0.00	\$19,000.00	\$15,686.94	\$0.00	\$0.00	
01-161-2-5387	RECOUNTS	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	
01-161-2-5389	STREET LISTS	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	
01-161-2-5420	OFFICE SUPPLIES	\$8,997.10	\$21,000.00	\$15,235.28	\$12,500.00	\$12,500.00	
01-161-2-5422	ARCHIVES	\$3,174.68	\$3,500.00	\$2,555.95	\$3,500.00	\$3,500.00	
01-161-2-5423	WEB BASED PROGRAMS	\$20,582.00	\$31,775.00	\$25,050.62	\$35,000.00	\$35,000.00	
01-161-2-5580	SUPPLIES-ELECTION	\$0.00	\$5,000.00	\$4,249.11	\$0.00	\$0.00	
01-161-2-5710	PROFESSIONAL DEVELOPMENT	\$5,893.64	\$6,000.00	\$2,535.17	\$5,000.00	\$5,000.00	
01-161-2-5745	INSURANCE & BONDS	\$200.00	\$200.00	\$100.00	\$200.00	\$200.00	
01-161-2-5785	MISC EXPENDITURES-ELECTION	\$0.00	\$633.90	\$235.99	\$0.00	\$0.00	
EXPENSES Total:		\$57,497.83	\$152,200.00	\$123,723.03	\$75,200.00	\$75,200.00	
161 CITY CLERK Total:		\$381,402.52	\$815,997.00	\$646,291.83	\$428,803.00	\$428,803.00	

161 CITY CLERK										
PERSONNEL SERVICES										
						FY23	FY23			FY23
						FY22	DEPT	MAYOR		FY23
						F T E	F T E	F T E		MAYOR
DEPT	POSITION		CLASS/ STEP	HOURS	STAFF	REQ	REC	FY22	DEPT	& Council
								APPROPRIATION	REQUEST	REC
01-161-1-5111	City Clerk ¹	Sergio Cornelio	UNCL	35	1	1	1	\$124,285	\$127,392	\$127,392
01-161-1-5143	City Clerk	Sergio Cornelio	Longevity					\$1,500	\$1,300	\$1,300
01-161-1-5111	Assistant City Clerk/City Messenger ²	Peter Napolitano	UNCL	35	1	1	1	\$88,000	\$90,000	\$90,000
01-161-1-5143	Assistant City Clerk/City Messenger	Peter Napolitano	Longevity					\$1,300	\$1,800	\$1,800
01-161-1-5111	Director of Elections/Registrar ³	Danielle Pietrantonio	UNCL	35	1	0	0	\$85,000	\$0	\$0
01-161-1-5111	Elections Coordinator/Assistant Registrar	Vacant	UNCL	35	1	0	0	\$52,000	\$0	\$0
01-161-1-5111	Administrative Assistant ⁴	Sylvia Navarro-Oliverez	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
01-161-1-5143	Administrative Assistant	Sylvia Navarro-Oliverez	Longevity					\$1,450	\$1,450	\$1,450
01-161-1-5111	Administrative Assistant/Elections ³	Bob Fitzpatrick	A-6U/8	35	1	0	0	\$60,480	\$0	\$0
01-161-1-5143	Administrative Assistant/Elections	Bob Fitzpatrick	Longevity					\$1,450	\$0	\$0
01-161-1-5111	Principal Clerk ⁴	Vacant	C-6U/7	35	1	1	1	\$50,766	\$54,500	\$54,500
01-161-1-5111	Principal Clerk ⁵	N/A	C-6U/8	35	0	0	0	\$1	\$1	\$1
01-161-1-5191	Election Commission Chair ³	Vacant	UNCL		0	0	0	\$10,500	\$0	\$0
01-161-1-5191	Election Commission Vice Chair ³	Vacant	UNCL		0	0	0	\$7,000	\$0	\$0
01-161-1-5191	Election Commission Member ³	Vacant	UNCL		0	0	0	\$5,750	\$0	\$0
01-161-1-5191	Election Commission Member ³	Brian McCarthy	UNCL		0	0	0	\$5,750	\$0	\$0
01-161-1-5191	Election Commission Member ³	Maria Peneda	UNCL		0	0	0	\$5,750	\$0	\$0
					7	4	4			
161	City Clerk TOTAL									
								Salary (5111)	\$527,147	\$338,853
								Election Stipend FT (5126)	\$6,000	\$0
								Election Workers (5129)	\$77,000	\$0
								Overtime (5130)	\$6,000	\$3,000
								Longevity (5143)	\$5,700	\$4,550
								Election Comm Stipend (5191)	\$34,750	\$0
								RAO Stipend (5198)	\$7,200	\$7,200
								Personnel Total:	\$663,797	\$353,603

Notes to Budget:

¹ 2.5% COLA for this administrative salary.

² 2.3% COLA for this administrative salary.

³ This position moved back to Elections in FY23.

⁴ Local 25 Clerical 3% increase per contract in FY23.

⁵ Not seeking funding for this position in FY23.

(161) City Clerk - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	527,147	338,853	(188,294)	-36%	2.5% increase for Mr. Cornelio, 2.3% increase for Mr. Napolitano. Local 25 Clerical increased 3% per contract for FY23. Not requesting funding for Principal Clerk position in FY23. Some positions moving back to Elections Commission.
Election Stipends (FT)	6,000	0	(6,000)	-100%	Moved to Elections
All Election Workers	77,000	0	(77,000)	-100%	Moved to Elections
Overtime	6,000	3,000	(3,000)	-50%	If clerks request OT in lieu of comp time. May happen less now that the Election Commission is located in the Clerk's office to help when a clerk is absent. \$3K request moved to Elections.
Longevity	5,700	4,550	(1,150)	-20%	Mr. Cornelio (\$1,300), Mr. Napolitano (\$1,800), Ms. Navarro (\$1,450).
Election Commission	34,750	0	(34,750)	-100%	Moving to Elections.
RAO Stipend	7,200	7,200	0	0%	The Clerk's office is mandated as the official Records Assessment Officer. This is the stipend local cities are adding for RAO's if they do not hire a separate position.
Total Personnel Services	\$663,797	\$353,603	(\$310,194)	-47%	
General Operating Expenses					
Historical Preservation	2,000	2,000	0	0%	(Historical preservation is understanding our nation's heritage). Need to purchase historical items relevant to Everett.
Equipment Maintenance	25,000	15,000	(10,000)	-40%	SimplexGrinnell, NE Copy, time clock and typewriters. Request of \$20K moved to Elections.
Advertising - Election	2,500	0	(2,500)	-100%	Moved to Elections.
Prep of Voting Machines	25,000	0	(25,000)	-100%	Moved to Elections.
Election Training	5,000	0	(5,000)	-100%	Moved to Elections.
Other Expenses	2,000	2,000	0	0%	This is an account for formal events that the City Clerk hosts. They purchase many items for inaugurations, the mid-term address and when other dignitaries come to Everett. Also for any unforeseen events or payments.
City Census	25,000	0	(25,000)	-100%	Moved to Elections.
Recounts	500	0	(500)	-100%	Moved to Elections.

Continued...

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Street Lists	3,000	0	(3,000)	-100%	Moved to Elections.
Office Supplies	15,000	12,500	(2,500)	-17%	This pays for all paper, printers and other major supplies.
Archives	3,500	3,500	0	0%	This account pays for a yearly audit required by law. Also archive supplies.
Web Based Programs	30,000	35,000	5,000	17%	This account pays for 4 web based programs used by the City Clerk. Increase due to purchase of a new Agendas program and new programs coming in FY23..
Election Supplies	5,000	0	(5,000)	-100%	Moved to Elections.
Professional Development	6,000	5,000	(1,000)	-17%	Clerk's conventions in October, January and June and joining Clerk's Association and MMA Conference. The entire Clerk's office will attend classes for the state vitals records system at a clerk's conference and for other continuing education needs for staff.
Insurance & Bonds	200	200	0	0%	Bonding for Messrs. Cornelio and Napolitano thru Messenger Insurance.
Misc. Election Expenses	2,500	0	(2,500)	100%	Moved to Elections.
Total Expenditures	\$152,200	\$75,200	(77,000)	-51%	
Total City Clerk/Elections	\$815,997	\$428,803	(\$387,194)	-47%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

162 - ELECTION COMMISSION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-162-1-5111	SALARIES	\$161,675.45	\$0.00	\$0.00	\$230,711.00	\$207,844.00	_____
01-162-1-5125	CUSTODIANS-ELECTION	\$7,786.90	\$0.00	\$0.00	\$15,000.00	\$15,000.00	_____
01-162-1-5126	ELECTION STIPEND FT	\$3,136.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00	_____
01-162-1-5127	WARDEN-ELECTION	\$4,342.85	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-162-1-5128	CLERKS-ELECTIONS	\$14,025.94	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-162-1-5129	ALL ELECTION WORKERS	\$29,244.51	\$0.00	\$0.00	\$115,000.00	\$115,000.00	_____
01-162-1-5130	OVERTIME	\$2,210.31	\$0.00	\$0.00	\$3,000.00	\$3,000.00	_____
01-162-1-5143	LONGEVITY	\$2,000.00	\$0.00	\$0.00	\$1,450.00	\$1,450.00	_____
01-162-1-5191	ELECTION COMMISSION STIPEND	\$28,653.42	\$0.00	\$3,666.68	\$38,750.00	\$38,750.00	_____
PERSONNEL Total:		\$253,075.38	\$0.00	\$3,666.68	\$411,911.00	\$389,044.00	
EXPENSES							
01-162-2-5240	EQUIPMENT MAINTENANCE	\$13,600.48	\$0.00	\$0.00	\$20,000.00	\$20,000.00	_____
01-162-2-5346	ADVERTISING-ELECTION	\$2,389.92	\$0.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-162-2-5380	PREP OF VOTING MACHINES	\$12,772.52	\$0.00	\$0.00	\$45,000.00	\$45,000.00	_____
01-162-2-5384	ELECTION TRAINING	\$3,468.70	\$0.00	\$0.00	\$7,500.00	\$7,500.00	_____
01-162-2-5386	CITY CENSUS	\$22,147.35	\$0.00	\$0.00	\$25,000.00	\$25,000.00	_____
01-162-2-5387	RECOUNTS	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	_____
01-162-2-5389	STREET LISTS	\$2,400.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	_____
01-162-2-5420	OFFICE SUPPLIES	\$3,007.20	\$0.00	\$0.00	\$2,500.00	\$2,500.00	_____
01-162-2-5580	ELECTION SUPPLIES	\$4,788.16	\$0.00	\$0.00	\$7,500.00	\$7,500.00	_____
01-162-2-5710	PROFESSIONAL DEVELOPMENT	\$1,181.87	\$0.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-162-2-5780	POLL PADS	\$40,500.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-162-2-5785	MISC ELECTION EXPENSES	\$2,389.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	_____
EXPENSES Total:		\$108,645.20	\$0.00	\$0.00	\$142,000.00	\$142,000.00	
162 ELECTION COMMISSION Total:		\$361,720.58	\$0.00	\$3,666.68	\$553,911.00	\$531,044.00	

162 ELECTION COMMISSION										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-162-1-5111	Director of Elections/Registrar ¹	Danielle Pietrantonio	UNCL	35	0	1	1	\$0	\$85,000	\$77,252
01-162-1-5111	Elections Coordinator/Assistant Registrar PT ¹	Caryn Antonelli	UNCL	20	0	0.57	0.57	\$0	\$52,000	\$36,881
01-162-1-5111	Administrative Assistant ³	Bob Fitzpatrick	A-6U/8	35	0	1	1	\$0	\$66,960	\$66,960
01-162-1-5143	Administrative Assistant	Bob Fitzpatrick	Longevity					\$0	\$1,450	\$1,450
01-162-1-5111	Principal Clerk ²	Janeen Gibbons	C-6U/3	19.5	0	0.56	0.56	\$0	\$26,751	\$26,751
01-162-1-5191	Election Commission Chair	Sergio Cornelio	UNCL		0	0	0	\$0	\$10,500	\$10,500
01-162-1-5191	Election Commission Vice-Chair	Vacant	UNCL		0	0	0	\$0	\$8,000	\$8,000
01-162-1-5191	Election Commission Board Member	McCarthy	UNCL		0	0	0	\$0	\$6,750	\$6,750
01-162-1-5191	Election Commission Board Member	Pineda	UNCL		0	0	0	\$0	\$6,750	\$6,750
01-162-1-5191	Election Commission Board Member	Vacant	UNCL		0	0	0	\$0	\$6,750	\$6,750
					0	3.13	3.13			
162	Election Commission TOTAL									
							Salary (5111)	\$0	\$230,711	\$207,844
							Custodians (5125)	\$0	\$15,000	\$15,000
							Election Stipend (FT) (5126)	\$0	\$8,000	\$8,000
							All Election Workers (5129)	\$0	\$115,000	\$115,000
							Overtime (5130)	\$0	\$3,000	\$3,000
							Longevity (5143)	\$0	\$1,450	\$1,450
							Election Commission Stipend (5191)	\$0	\$38,750	\$38,750
							Personnel Total:	\$0	\$411,911	\$389,044

Notes to Budget:

¹ 3% COLA on administrative salary.

² Requesting part time position in FY23.

³ 3% increase on Local 25 Clerical salary per contract settlement.

(162) Election Commission - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	0	207,844	207,844	100%	3% COLA on administrative salary. Local 25 Clerical increased 3% per contract for FY23. Requesting funding for Principal Clerk position in FY23.
Custodians	0	15,000		100%	Custodians who open and close buildings at voting precincts on election days.
Election Stipends (FT)	0	8,000	8,000	100%	For those FT/former employees who work on election related events/services.
All Election Workers	0	115,000	115,000	100%	For Tellers, Wardens, Clerks and Inspectors. We have increased from 12 voting precincts to 18 voting precincts.
Overtime	0	3,000	3,000	100%	If clerks request OT in lieu of comp time.
Longevity	0	1,450	1,450	100%	Mr. Fitzpatrick (\$1,450).
Election Commission	0	38,750	38,750	100%	Chair (\$10,500), Vice-Chair (\$8,000), members (\$6,750).
Total Personnel Services	\$0	\$389,044	\$389,044	100%	
General Operating Expenses					
Equipment Maintenance	0	20,000	20,000	100%	This will pay equipment maintenance for election related equipment and software for all 18 precincts.
Advertising - Election	0	25,000	25,000	100%	Election ads placed in 2 papers x 2 elections. Increased due to the change in number of precincts & voter notifications that will be required to inform the public of the changes in their voting precincts/locations.
Prep of Voting Machines	0	45,000	45,000	100%	Auto mark programming, LHS prep for Image Cast/Poll pads. Annual equipment costs have increased. We'll have an additional 20 pieces of equipment to update each election due to the number of polling locations.
Election Training	0	7,500	7,500	100%	150 poll workers at \$25 x 2 elections.
City Census	0	25,000	25,000	100%	For printing costs and postage.
Recounts	0	500	500	100%	Only if necessary.
Street Lists	0	3,000	3,000	100%	Printing of street list book.
Office Supplies	0	2,500	2,500	100%	This pays for all paper, printers and other major supplies.
Election Supplies	0	7,500	7,500	100%	Any supplies needed for elections. Increase due to additional polling locations.
Professional Development	0	1,000	1,000	100%	For continuing education needs for staff.
Misc. Election Expenses	0	5,000	5,000	100%	Election day meals for poll workers & other expenses as needed. Hiring an additional 50 poll workers per election.
Total Expenditures	\$0	\$142,000	142,000	100%	
Total City Clerk/Elections	\$0	\$531,044	\$531,044	100%	

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165 - LICENSING COMMISSION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-165-1-5191	LICENSING COMMISSION STIPEND	\$6,283.30	\$7,200.00	\$6,000.00	\$7,200.00	\$7,200.00	_____
PERSONNEL Total:		\$6,283.30	\$7,200.00	\$6,000.00	\$7,200.00	\$7,200.00	
EXPENSES							
01-165-2-5420	OFFICE SUPPLIES	\$497.56	\$500.00	\$0.00	\$500.00	\$500.00	_____
EXPENSES Total:		\$497.56	\$500.00	\$0.00	\$500.00	\$500.00	
165 LICENSING COMMISSION Total:		\$6,780.86	\$7,700.00	\$6,000.00	\$7,700.00	\$7,700.00	

(165) Licensing - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Stipend	7,200	7,200	\$0	0%	Monthly stipend for members.
Total Personnel Services	\$7,200	\$7,200	\$0	0%	
General Operating Expenses					
Office Supplies	500	500	\$0	0%	Postage and miscellaneous office supplies.
Total Expenditures	\$500	\$500	\$0	0%	
Total Licensing	\$7,700	\$7,700	\$0	0%	
Notes to Budget:					

(171) Conservation Commission - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Stipend	15,400	15,400	\$0	0%	Messrs. Norton (Chairman), D. Colson, C. Colson and E. Kernan. Ms. M. Kernan and Ms. R. Hashem.
Telecommunications	200	0	(\$200)	-100%	Not requesting funding in FY23.
Total Personnel Services	\$15,600	\$15,400	(\$200)	-1%	
General Operating Expenses					
Office Supplies	200	200	\$0	0%	Miscellaneous office supplies.
Dues and Memberships	485	485	\$0	0%	For conservation dues.
Total Expenditures	\$685	\$685	\$0	0%	
Total ConCom	\$16,285	\$16,085	(\$200)	-1%	

City of Everett
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175 - PLANNING BOARD		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-175-1-5111	SALARIES	\$0.00	\$0.00	\$166.66	\$0.00	\$0.00	_____
01-175-1-5191	PLANNING BOARD STIPEND	\$14,215.48	\$14,200.00	\$11,832.90	\$14,200.00	\$14,200.00	_____
01-175-1-5340	TELECOMMUNICATIONS	\$80.00	\$100.00	\$80.00	\$100.00	\$100.00	_____
01-175-1-5384	PLANNING BOARD TRAINING	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	_____
PERSONNEL Total:		\$14,295.48	\$14,300.00	\$12,079.56	\$14,500.00	\$14,300.00	
EXPENSES							
01-175-2-5420	OFFICE SUPPLIES	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	_____
EXPENSES Total:		\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	
175 PLANNING BOARD Total:		\$14,295.48	\$14,400.00	\$12,079.56	\$14,600.00	\$14,400.00	

(175) Planning Board - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Stipend	14,200	14,200	\$0	0%	For Messrs. Cafasso (Chairman), O'Connor, Hart, Rangel, Pizzano, Tarr and Mastrocola.
Telecommunications	100	100	\$0	0%	Phone reimbursement for Mr. Cafasso.
Planning Board Training	0	0	\$0	100%	Not requesting funding in FY23. For new members.
Total Personnel Services	\$14,300	\$14,300	\$0	0%	
General Operating Expenses					
Office Supplies	100	100	\$0	0%	Miscellaneous office supplies.
Total Expenditures	\$100	\$100	\$0	0%	
Total Planning	\$14,400	\$14,400	\$0	0%	

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176 - ZONING BOARD OF APPEALS		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-176-1-5111	SALARIES	\$1,320.49	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-176-1-5191	BOARD OF APPEALS STIPEND	\$11,382.62	\$14,600.00	\$18,737.72	\$14,600.00	\$14,600.00	_____
01-176-1-5340	TELECOMMUNICATIONS	\$64.00	\$96.00	\$72.00	\$96.00	\$96.00	_____
PERSONNEL Total:		\$12,767.11	\$14,696.00	\$18,809.72	\$14,696.00	\$14,696.00	
EXPENSES							
01-176-2-5420	OFFICE SUPPLIES	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
EXPENSES Total:		\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	
176 ZONING BOARD OF APPEALS Total:		\$12,767.11	\$15,196.00	\$18,809.72	\$15,196.00	\$15,196.00	

(176) Zoning Board of Appeals - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Stipend	14,600	14,600	\$0	0%	Stipend paid to members.
Telecommunications	96	96	\$0	0%	Phone reimbursement to Ms. Gerace.
Total Personnel Services	\$14,696	\$14,696	\$0	0%	
General Operating Expenses					
Office Supplies	500	500	\$0	0%	Postage and miscellaneous office supplies.
Total Expenditures	\$500	\$500	\$0	0%	
Total Zoning BOA	\$15,196	\$15,196	\$0	0%	

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210 - POLICE DEPARTMENT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-210-1-5111	SALARIES	\$10,850,732.90	\$12,212,368.00	\$10,607,347.89	\$13,413,552.00	\$13,413,552.00	_____
01-210-1-5113	PART TIME	\$15,080.58	\$53,223.00	\$3,265.11	\$53,513.00	\$53,513.00	_____
01-210-1-5130	OVERTIME	\$1,158,769.96	\$1,025,000.00	\$1,538,305.45	\$1,500,000.00	\$1,500,000.00	_____
01-210-1-5132	MEDICAL STIPEND	\$154,062.61	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-210-1-5140	HOLIDAY	\$806,069.22	\$917,853.00	\$891,964.35	\$975,040.00	\$975,040.00	_____
01-210-1-5142	NIGHT DIFFERENTIALS	\$394,644.37	\$463,844.00	\$318,647.77	\$478,144.00	\$478,144.00	_____
01-210-1-5143	LONGEVITY	\$10,493.68	\$10,300.00	\$9,850.00	\$16,750.00	\$16,750.00	_____
01-210-1-5144	ABOVE GRADE DIFFERENTIALS	\$5,865.30	\$16,000.00	\$5,297.52	\$16,000.00	\$16,000.00	_____
01-210-1-5145	EMT CERTIFICATION	\$3,889.95	\$5,000.00	\$3,470.87	\$4,000.00	\$4,000.00	_____
01-210-1-5146	SENIOR PATROL STIPEND	\$86,446.27	\$71,728.00	\$80,959.62	\$68,436.00	\$68,436.00	_____
01-210-1-5147	LICENSE TO CARRY STIPEND	\$121,907.79	\$138,610.00	\$192,855.11	\$264,160.00	\$264,160.00	_____
01-210-1-5148	BREATHALYZER STIPEND	\$53,662.84	\$52,568.00	\$59,413.73	\$78,262.00	\$78,262.00	_____
01-210-1-5149	SPECIAL DUTY	\$135,721.32	\$122,000.00	\$103,869.97	\$136,500.00	\$136,500.00	_____
01-210-1-5156	COURT TIME	\$29,256.12	\$201,160.00	\$68,399.05	\$201,160.00	\$201,160.00	_____
01-210-1-5157	PARKING ENFORCE SETTLEMENT	\$391.54	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-210-1-5190	FIRST RESPONDER STIPEND	\$62,954.82	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-210-1-5191	CROSSING GUARDS & MATRONS	\$166,429.81	\$245,952.00	\$151,326.79	\$284,500.00	\$284,500.00	_____
01-210-1-5192	TASER STIPEND	\$21,185.15	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-210-1-5193	CLOTHING ALLOWANCE	\$182,415.65	\$233,700.00	\$205,065.24	\$205,500.00	\$205,500.00	_____
01-210-1-5194	LANGUAGE STIPEND	\$9,291.55	\$20,500.00	\$8,773.44	\$18,500.00	\$18,500.00	_____
01-210-1-5195	MPTC	\$11,658.07	\$10,500.00	\$19,298.46	\$10,500.00	\$10,500.00	_____
PERSONNEL Total:		\$14,280,929.50	\$15,800,306.00	\$14,268,110.37	\$17,724,517.00	\$17,724,517.00	
EXPENSES							
01-210-2-5245	RADIO MAINTENANCE	\$15,646.43	\$25,000.00	\$16,366.05	\$25,000.00	\$25,000.00	_____
01-210-2-5246	RADIO-GRTR BOS POLICE COUNCIL	\$2,533.35	\$3,400.00	\$2,533.35	\$3,400.00	\$3,400.00	_____
01-210-2-5318	DATA HANDLING	\$85,026.90	\$85,000.00	\$76,104.31	\$85,000.00	\$85,000.00	_____
01-210-2-5320	PROFESSIONAL SERVICES /ROCA	\$840.00	\$50,000.00	\$33,333.35	\$50,000.00	\$50,000.00	_____
01-210-2-5340	TELECOMMUNICATIONS	\$45,891.57	\$45,000.00	\$29,659.95	\$45,000.00	\$45,000.00	_____

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210 - POLICE DEPARTMENT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
EXPENSES							
01-210-2-5343	TICKET PRINTING	\$16,564.49	\$17,000.00	\$20,671.75	\$23,000.00	\$23,000.00	_____
01-210-2-5344	POSTAGE	\$2,995.91	\$3,800.00	\$2,323.58	\$3,800.00	\$3,800.00	_____
01-210-2-5374	TICKET PROCESSING & TICKETS	\$93,795.80	\$75,000.00	\$99,435.70	\$90,000.00	\$90,000.00	_____
01-210-2-5420	OFFICE SUPPLIES	\$14,757.28	\$20,000.00	\$10,641.43	\$20,000.00	\$20,000.00	_____
01-210-2-5580	EQUIPMENT	\$26,426.53	\$48,000.00	\$18,766.35	\$48,000.00	\$48,000.00	_____
01-210-2-5583	ANIMAL CONTROL EXPENSES	\$5,205.00	\$7,000.00	\$5,640.00	\$8,500.00	\$8,500.00	_____
01-210-2-5588	AMMUNITION	\$25,159.47	\$26,000.00	\$728.00	\$26,000.00	\$26,000.00	_____
01-210-2-5710	PROFESSIONAL DEVELOPMENT	\$3,049.00	\$4,000.00	\$2,739.00	\$4,000.00	\$4,000.00	_____
01-210-2-5712	ACADEMY/TRAINING/TRAVEL	\$28,566.46	\$32,000.00	\$20,810.34	\$34,000.00	\$36,000.00	_____
01-210-2-5717	CANINE EXPENSES	\$2,226.17	\$12,000.00	\$3,250.24	\$12,000.00	\$12,000.00	_____
01-210-2-5785	MEALS FOR PRISONERS	\$2,477.26	\$4,200.00	\$2,268.66	\$4,200.00	\$4,200.00	_____
EXPENSES Total:		\$371,161.62	\$457,400.00	\$345,272.06	\$481,900.00	\$483,900.00	
CAPITAL IMPROVEMENTS							
01-210-3-5859	BALLISTIC VESTS	\$2,603.61	\$34,147.00	\$10,368.22	\$0.00	\$0.00	_____
01-210-3-5864	PORTABLE RADIOS	\$309.25	\$36,000.00	\$35,044.78	\$0.00	\$0.00	_____
01-210-3-5870	NEW PATROL VEHICLES	\$149,521.94	\$0.00	\$790.00	\$0.00	\$0.00	_____
01-210-3-5871	DEPARTMENTAL VEHICLES	\$720.00	\$0.00	\$460.00	\$0.00	\$0.00	_____
01-210-3-5875	PROTECTIVE HELMETS	\$0.00	\$8,000.00	\$6,849.50	\$0.00	\$0.00	_____
CAPITAL IMPROVEMENTS Total:		\$153,154.80	\$78,147.00	\$53,512.50	\$0.00	\$0.00	
210 POLICE DEPARTMENT Total:		\$14,805,245.92	\$16,335,853.00	\$14,666,894.93	\$18,206,417.00	\$18,208,417.00	

210 POLICE DEPARTMENT										
PERSONNEL SERVICES										
				FY23	FY23			FY23	FY23	
			CLASS /	FY22	DEPT	MAYOR		FY23	MAYOR	
			STEP /	F T E	F T E	F T E	FY22	DEPT	& COUNCIL	
DEPT	POSITION		QUINN	STAFF	REQ	REC	APPROPRIATION	REQUEST	REC	
01-210-1-5111	Chief of Police ¹	Steven Mазzie	25%	1	1	1	\$226,605	\$240,406	\$240,406	
01-210-1-5111	Captain 25% Quinn	Hannon, Landry	25%	2	2	2	\$323,292	\$343,349	\$343,349	
01-210-1-5111	Captain 20% Quinn	Stallbaum, Strong	20%	2	2	2	\$331,409	\$334,724	\$334,724	
01-210-1-5111	Captain 10% Quinn	O'Malley	10%	1	1	1	\$150,655	\$152,162	\$152,162	
01-210-1-5111	Lieutenant 25% Quinn	Burke, Gabriel, Gilmore, Leyne, Molea, Panzini, Rozza	25%	7	7	7	\$1,034,790	\$1,066,586	\$1,066,586	
01-210-1-5111	Lieutenant 10% Quinn	Jedrey	10%	1	1	1	\$131,418	\$132,732	\$132,732	
01-210-1-5111	Lieutenant 0% Quinn	DiTrapano	0%	1	1	1	\$118,806	\$132,732	\$132,732	
01-210-1-5111	Sergeant 25% Quinn	Foley, DuPont, Zielinski	25%	2	3	3	\$365,607	\$397,353	\$397,353	
01-210-1-5111	Sergeant 20% Quinn	Bagley, Butler, Durant, Dusablon, J. Gaff, Hall, McCabe	20%	6	7	7	\$851,078	\$884,416	\$884,416	
01-210-1-5111	Sergeant 10% Quinn	Fox	10%	1	1	1	\$114,690	\$115,837	\$115,837	
01-210-1-5111	Sergeants 0% Quinn	J. Cristiano, N. Cristiano, Kelley, O'Donnell	0%	4	4	4	\$301,665	\$408,517	\$408,517	
01-210-1-5111	Patrol Officers 25% Quinn	Benedetto, Burton, Crowell, Hornsby, Hurley, Mandracchia, Mason, Stabile, Swinford, Woodford	25%	10	10	10	\$728,796	\$1,052,424	\$1,052,424	
01-210-1-5111	Patrol Officer 20% Quinn	N. Butler, Cunningham, DiNuccio, Flammia, Giardina, Gryp, Herbert, Lavey, Leonard, McLaughlin, Russell	20%	13	11	11	\$1,281,574	\$1,114,061	\$1,114,061	
01-210-1-5111	Patrol Officer 12.5% Quinn	Bellard, Donnelly, Gouveia, Hill, Ramunno, S. Sabella, Williamson	12.5%	7	7	7	\$628,226	\$646,949	\$646,949	
01-210-1-5111	Patrol Officer 10% Quinn	Connor, Furtado, Gallego, Goncalves, MacGregor, N. O'Donnell, Peluso, Poirier, Rizza	10%	10	9	9	\$874,181	\$823,509	\$823,509	
01-210-1-5111	Patrol Officer 5% Quinn	Cruciotti, Martignetti	5%	2	2	2	\$162,547	\$169,325	\$169,325	
01-210-1-5111	Patrol Officer 0% Quinn		0%	53	57	57	\$3,894,448	\$4,419,809	\$4,419,809	
				123	126	126				
210	Police Personnel TOTAL									
							Salary (Police Officers) (5111)	\$11,519,786	\$12,434,892	\$12,434,892
							Holiday (5140)	\$881,518	\$975,040	\$975,040
							Night Differentials (5142)	\$443,824	\$478,144	\$478,144
							EMT Stipend (5145)	\$4,000	\$4,000	\$4,000
							Senior Patrol (5146)	\$69,337	\$68,436	\$68,436
							License to Carry (5147)	\$133,685	\$264,160	\$264,160
							Breathalyzer (5148)	\$54,404	\$78,262	\$78,262
							Special Duty Stipend (5149)	\$113,000	\$136,500	\$136,500
										Continued...

DEPT	POSITION	EMPLOYEE	CLASS / STEP / QUINN	FY22 FTE STAFF	FY23	FY23	FY22 APPROPRIATION	FY23	FY23	
					DEPT	MAYOR		DEPT	MAYOR	
					FTE	FTE		REQUEST	REC	
							Clothing Allowance (5193)	\$220,800	\$200,000	\$200,000
							Language Stipend (5194)	\$19,500	\$18,500	\$18,500
							MPTC Instructor (5197)	\$10,500	\$10,500	\$10,500
01-210-1-5111	Crime/Research Analyst ²	Melissa Trzepacz	UNCL	1	1	1	\$67,933	\$69,973	\$69,973	
01-210-1-5143	Crime/Research Analyst	Melissa Trzepacz	Longevity				\$0	\$650	\$650	
01-210-1-5111	Police Ops Support Admin ²	Joanne Parris	UNCL	1	1	1	\$54,429	\$56,064	\$56,064	
01-210-1-5143	Police Ops Support Admin	Joanne Parris	Longevity				\$1,300	\$1,300	\$1,300	
01-210-1-5111	Assistant Crime/Research Analyst ²	Sarah Herrmann	UNCL	1	1	1	\$53,346	\$51,798	\$51,798	
01-210-1-5111	Domestic Violence Advocate Dir. ²	Deb Romvos	UNCL	1	1	1	\$45,837	\$47,213	\$47,213	
01-210-1-5143	Domestic Violence Advocate Director	Deb Romvos	Longevity				\$850	\$850	\$850	
01-210-1-5111	Animal Control Officer ³	Stacia Gorgone	W-7U/4	1	1	1	\$58,819	\$62,035	\$62,035	
01-210-1-5193	Parking Control Officers / Days	Stacia Gorgone	Clothing				\$700	\$700	\$700	
01-210-1-5111	Parking Control Officers / Days ⁴	Fritznel Narcisse	SEIU/6	1	1	1	\$44,158	\$45,228	\$45,228	
01-210-1-5143	Parking Control Officers / Days	Fritznel Narcisse	Longevity				\$550	\$550	\$550	
01-210-1-5193	Parking Control Officers / Days	Fritznel Narcisse	Clothing				\$0	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ⁴	Frantzy Jabouin	SEIU/6	1	1	1	\$44,158	\$45,228	\$45,228	
01-210-1-5193	Parking Control Officers / Days	Frantzy Jabouin	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ⁴	Kerri Hutchinson	SEIU/6	1	1	1	\$44,158	\$45,228	\$45,228	
01-210-1-5193	Parking Control Officers / Days	Kerri Hutchinson	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Days ⁴	Talha Tillu	SEIU/4	1	1	1	\$44,158	\$40,700	\$40,700	
01-210-1-5193	Parking Control Officers / Days	Talha Tillu	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ⁴	Kelley Kenyan	SEIU/6	0.86	0.86	0.86	\$39,748	\$40,700	\$40,700	
01-210-1-5143	Parking Control Officers / Nights	Kelley Kenyan	Longevity				\$550	\$550	\$550	
01-210-1-5193	Parking Control Officers / Nights	Kelley Kenyan	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ⁴	Angelo Iuliano	SEIU/6	0.86	0.86	0.86	\$34,068	\$40,700	\$40,700	
01-210-1-5193	Parking Control Officers / Nights	Angelo Iuliano	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ⁴	Brian Gianelli	SEIU/6	1	0.86	0.86	\$44,158	\$40,700	\$40,700	
01-210-1-5193	Parking Control Officers / Days	Brian Gianelli	Clothing				\$600	\$600	\$600	
01-210-1-5111	Parking Control Officers / Nights ⁴	Joseph Souza	SEIU/2	1	0.86	0.86	\$44,158	\$32,953	\$32,953	
01-210-1-5193	Parking Control Officers / Days	Joseph Souza	Clothing				\$600	\$600	\$600	
01-210-1-5111	Administrative Assistant ⁵	Dawn Colameta	A-6U/8	1	1	1	\$63,509	\$66,960	\$66,960	
01-210-1-5143	Administrative Assistant	Dawn Colameta	Longevity				\$1,450	\$1,450	\$1,450	
01-210-1-5111	Administrative Assistant ⁵	Lisa LaMonica	A-6U/8	1	1	1	\$63,509	\$66,960	\$66,960	
01-210-1-5143	Administrative Assistant	Lisa LaMonica	Longevity				\$1,650	\$1,650	\$1,650	
									Continued...	

DEPT	POSITION		CLASS / STEP / QUINN	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & COUNCIL REC	
01-210-1-5111	Principal Clerk ⁵	Rose Bamford	C-6U/8	1	1	1	\$54,288	\$57,240	\$57,240	
01-210-1-5143	Clerk	Rose Bamford	Longevity				\$1,250	\$1,250	\$1,250	
01-210-1-5111	Principal Clerk ⁵	Neila Buckley	C-6U/7	1	1	1	\$54,288	\$54,500	\$54,500	
01-210-1-5143	Principal Clerk	Gail Russo	Longevity				\$1,450	\$1,450	\$1,450	
01-210-1-5111	Principal Clerk ⁵	Bernice Coito	C-6U/8	1	1	1	\$54,288	\$57,240	\$57,240	
01-210-1-5143	Principal Clerk	Bernice Coito	Longevity				\$1,250	\$1,250	\$1,250	
01-210-1-5111	Principal Clerk ⁵	Lori Tammaro	C-6U/8	1	1	1	\$54,288	\$57,240	\$57,240	
01-210-1-5113	Principal Clerk - PT (2) ⁵	Karen Greene, Vacant	C-6U/6	0	0	0	\$53,223	\$53,513	\$53,513	
01-210-1-5191	Detention Supervisor - PT (1) ⁶	P. Couto,	Matrons	Varies	Varies	Varies	\$30,000	\$34,500	\$34,500	
01-210-1-5191	School Crossing Guards - PT ⁷		Xing Guards	Varies	Varies	Varies	\$215,952	\$250,000	\$250,000	
	Police Civilian TOTAL			18.71	18.43	18.43				
							Salary (Civilian) (5111)	\$963,298	\$978,660	\$978,660
							Part Time (5113)	\$53,223	\$53,513	\$53,513
							Longevity (5143)	\$10,300	\$13,850	\$13,850
							Crossing Guard & Matron Stipend (5191)	\$245,952	\$284,500	\$284,500
							Clothing Allowance (5193)	\$4,900	\$5,500	\$5,500
210	Police Department GRAND TOTAL			141.71	144.43	144.43				
							Salary (5111)	\$12,212,368	\$13,413,552	\$13,413,552
							Part Time (5113)	\$53,223	\$53,513	\$53,513
							Overtime (5130)	\$1,025,000	\$1,500,000	\$1,500,000
							Holiday (5140)	\$917,853	\$975,040	\$975,040
							Night Differentials (5142)	\$463,844	\$478,144	\$478,144
							Longevity (5143)	\$10,300	\$16,750	\$16,750
							Above Grade Differentials (5144)	\$16,000	\$16,000	\$16,000
							EMT Stipend (5145)	\$5,000	\$4,000	\$4,000
							Senior Patrol (5146)	\$71,728	\$68,436	\$68,436
							License to Carry (5147)	\$138,610	\$264,160	\$264,160
							Breathalyzer (5148)	\$52,568	\$78,262	\$78,262
							Special Duty Stipend (5149)	\$122,000	\$136,500	\$136,500
							Court Time (5156)	\$201,160	\$201,160	\$201,160

Continued...

DEPT	POSITION	CLASS / STEP / QUINN	FY22 F T E STAFF	FY23	FY23	FY22 APPROPRIATION	FY23	FY23	
				DEPT REQ	MAYOR REC		DEPT REQUEST	MAYOR & COUNCIL REC	
				Crossing Guard & Matron Stipend (5191)			\$245,952	\$284,500	\$284,500
				Clothing Allowance (5193)			\$233,700	\$205,500	\$205,500
				Language Stipend (5194)			\$20,500	\$18,500	\$18,500
				MPTC Instructor (5197)			\$10,500	\$10,500	\$10,500
				Personnel Total:			\$15,800,306	\$17,724,517	\$17,724,517
Notes to Budget:									
Superior & Patrol Officers salary increased 1% in anticipation of contract negotiations.									
1 Annual salary is contractual.									
2 3% COLA on administrative salary.									
3 Local 25 DPW union increase 3% per contract settlement.									
4 Parking Enforcement union 2% increase in anticipation of contract settlement.									
5 Local 25 Clerical union increase 3% per contract settlement.									
6 Salary adjustment for Matron position.									
7 Rate increase for Crossing Guards.									

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Language Stipend	20,500	18,500	(2,000)	-10%	\$500 per officer fluent in foreign language.
MPTC Instructor Stipend	10,500	10,500	0	0%	\$500 per officer who is MPTC Instructor certified.
Total Personnel Services	\$15,800,306	\$17,724,517	\$1,924,212	12%	
General Operating Expenses					
Radio Maintenance	25,000	25,000	0	0%	Contract to maintain all mobile and portable radio equipment. Approximately 120 portable and over 25 mobile radios.
Radio-Grtr Bos Police Counsel	3,400	3,400	0	0%	Contract to use BAPERB radio network and foreign language line for non-English speaking people.
Data Handling	85,000	85,000	0	0%	Contract to maintain the department's in house records management system as well as other software programs, DHQ, IA Pro, etc., IT Services contracts. Hard drives, SSD hard drives, Wi-Fi and UPS. Computers in cruisers, interview room system (audio & visual), digital evidence retrieval, cruiser key lock box and tracker. Multiple licenses for various police software programs. Web-site hosting, email exchange certificate, Cloud back-ups and anti-virus, miscellaneous IT parts.
Professional Services - ROCA	50,000	50,000	0	0%	Payment for ROCA participants.
Telecommunications	45,000	45,000	0	0%	Contract for department issued phones, mobile pads assigned to police vehicles and detectives. Police messaging app for phones.
Ticket Printing	17,000	23,000	6,000	35%	For the printing of all parking tickets.
Postage	3,800	3,800	0	0%	For all postage that is mailed from the department.
Ticket Processing & Tickets	75,000	90,000	15,000	20%	The company that processes all parking tickets.
Office Supplies	20,000	20,000	0	0%	Includes various types of paper, envelopes, latex gloves, replacement paper shredders, replacement office chairs, storage boxes, calendars, notebooks, appointment books, case folders, batteries, various labels, ink cartridges, office chairs and office workstations
Equipment	48,000	48,000	0	0%	All officer issued equipment to include firearms, holsters, Tasers, handcuffs, pepper spray, batons, batteries for portable radios, software and computer related support equipment. Antennas for 10 cruisers. Upgrade video/audio system in Interview Room. Digital cameras for crime scene investigations.
Animal Control Expenses	5,000	8,500	3,500	70%	What the department pays to the North Shore Animal Hospital for dogs and cats. They are held until they are claimed by owners, adopted or euthanized, ACO training.
Ammunition	26,000	26,000	0	0%	All ammunition for police firearms to include pistols, shotguns, rifles, submachine guns, sniper rifle, tear gas canisters, pepper spray. Ammo is used for training purposes so that officers are trained and proficient in use of weapons. Effective in FY 20, the state requires training 2x per year.

Continued...

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Professional Development	4,000	4,000	0	0%	Dues for professional organizations like the Mass Chiefs, Major City Chiefs, Int'l Chiefs Associations and Police Exec Research Forum Group and executive training conference fees
Academy/Training/Travel	34,000	36,000	2,000	6%	For all academy tuition for new officers at approx. \$3K per trainee. Tuition associated with professional development classes for supervisors, specialized training for patrol and detectives. Travel expenses for officers sent on training that includes travel from the local area, courthouse parking, books for courses, etc.
Canine Expenses	12,000	12,000	0	0%	All dog food, vet visits, leashes, collars, medicines, boarding costs, protective equipment, harnesses, training equipment.
Meals for Prisoners	4,200	4,200	0	0%	Meals to feed all arrestees that end up in custody overnight/weekends.
Total Expenditures	\$457,400	\$483,900	\$26,500	6%	
Capital Improvements					
Ballistic Vests	34,147	0	(34,147)	-100%	This request (\$33,847) will be funded through our CIP.
Portable Radios	36,000	0	(36,000)	-100%	This request was funded in FY22.
Protective Helmets	8,000	0	(8,000)	-100%	This request was funded in FY22.
Tasers	0	0	0	100%	This request (\$82,800) will be funded through our CIP.
Upgrade of Exchange Server	0	0	0	100%	This request (\$74,049) will be funded through our CIP.
Admin Support Vehicles (2)	0	0	0	100%	This request (\$77,960) will be funded through our CIP.
Marked Traffic Vehicle (1)	0	0	0	100%	This request (\$62,669) will be funded through our CIP.
Marked Patrol Operations (2)	0	0	0	100%	This request (\$123,547) will be funded through our CIP.
Marked Parking Enforcement (2)	0	0	0	100%	This request (\$70,262) will be funded through our CIP.
Total Capital Expenditures	\$78,147	\$0	\$0	-100%	
Total	\$16,335,853	\$18,208,417	\$1,872,564	11%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

220 - FIRE DEPARTMENT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-220-1-5111	SALARIES	\$6,997,821.41	\$8,601,610.00	\$7,430,327.67	\$8,537,542.00	\$8,537,542.00	
01-220-1-5114	CALL IN SHIFT	\$6,089.16	\$0.00	\$8,555.18	\$0.00	\$0.00	
01-220-1-5130	OVERTIME	\$1,783,306.22	\$650,000.00	\$1,651,264.40	\$1,000,000.00	\$850,000.00	
01-220-1-5140	HOLIDAY	\$584,654.45	\$667,504.00	\$671,619.26	\$722,143.00	\$722,143.00	
01-220-1-5141	ADJUNCT EDUCATION	\$245,200.00	\$270,400.00	\$273,600.00	\$266,900.00	\$266,900.00	
01-220-1-5142	SHIFT DIFFERENTIAL	\$175,725.06	\$215,000.00	\$154,590.09	\$215,000.00	\$215,000.00	
01-220-1-5143	LONGEVITY	\$173,508.00	\$172,350.00	\$128,392.00	\$153,700.00	\$153,700.00	
01-220-1-5144	ABOVE GRADE DIFFERENTIALS	\$50,686.11	\$85,000.00	\$19,809.56	\$85,000.00	\$85,000.00	
01-220-1-5145	DEFIBRILATOR STIPENDS	\$89,268.54	\$104,000.00	\$1,895.89	\$105,000.00	\$105,000.00	
01-220-1-5147	HAZARDOUS DUTY PAY	\$311,219.84	\$377,542.00	\$539,205.17	\$627,221.00	\$627,221.00	
01-220-1-5151	EMT STIPEND	\$52,578.51	\$80,284.00	\$67,109.79	\$91,147.00	\$91,147.00	
01-220-1-5158	MEDICAL EXPENSE STIPEND	\$293,423.53	\$347,988.00	\$308,480.35	\$374,995.00	\$374,995.00	
01-220-1-5192	OVERTIME MEAL ALLOWANCE	\$29,449.98	\$30,000.00	\$31,877.45	\$75,000.00	\$75,000.00	
01-220-1-5193	CLOTHING ALLOWANCE	\$150,315.00	\$166,400.00	\$164,839.59	\$166,400.00	\$166,400.00	
01-220-1-5194	CERTIFICATIONS	\$157,679.19	\$171,500.00	\$155,270.28	\$412,000.00	\$412,000.00	
01-220-1-5196	TOOL ALLOWANCE	\$114.29	\$0.00	\$200.00	\$0.00	\$0.00	
PERSONNEL Total:		\$11,101,039.29	\$11,939,578.00	\$11,607,036.68	\$12,832,048.00	\$12,682,048.00	
EXPENSES							
01-220-2-5214	EYEGLASS REPLACEMENT	\$1,348.98	\$5,000.00	\$1,053.40	\$5,000.00	\$5,000.00	
01-220-2-5240	EQUIPMENT MAINTENANCE	\$62,335.87	\$100,000.00	\$81,439.17	\$120,000.00	\$120,000.00	
01-220-2-5245	RADIO MAINTENANCE	\$7,024.36	\$10,000.00	\$1,745.11	\$10,000.00	\$10,000.00	
01-220-2-5261	APRATUS TESTING	\$4,327.53	\$4,500.00	\$2,570.00	\$5,000.00	\$5,000.00	
01-220-2-5340	TELECOMMUNICATIONS	\$15,193.09	\$20,000.00	\$13,942.57	\$20,000.00	\$20,000.00	
01-220-2-5420	OFFICE SUPPLIES	\$3,236.76	\$5,000.00	\$3,095.11	\$8,000.00	\$8,000.00	
01-220-2-5428	COMMUNITY NARCAN PROGRAM	\$1,058.39	\$4,000.00	\$3,021.20	\$4,000.00	\$4,000.00	
01-220-2-5510	TRAINING	\$29,793.29	\$30,000.00	\$23,549.55	\$40,000.00	\$40,000.00	
01-220-2-5580	REPLACEMENT FIRE FIGHTING SUPP &	\$20,000.00	\$30,000.00	\$16,223.35	\$40,000.00	\$40,000.00	
01-220-2-5581	STATION SUPPLIES	\$15,907.64	\$38,000.00	\$33,360.26	\$30,000.00	\$30,000.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

220 - FIRE DEPARTMENT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
EXPENSES							
01-220-2-5590	MEDICAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	_____
01-220-2-5591	MED CONTROL/CHA PHYSICIAN	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	_____
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	\$20,000.00	\$14,000.00	\$5,742.00	\$50,000.00	\$50,000.00	_____
01-220-2-5710	PROFESSIONAL DEVELOPMENT	\$3,135.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	_____
01-220-2-5746	EMERGENCY MANAGEMENT PROGRAM	\$33,926.88	\$34,000.00	\$20,806.75	\$40,000.00	\$40,000.00	_____
EXPENSES Total:		\$219,787.79	\$300,500.00	\$212,548.47	\$424,500.00	\$424,500.00	
CAPITAL IMPROVEMENTS							
01-220-3-5580	TURN OUT GEAR	\$68,412.00	\$35,000.00	\$34,702.00	\$0.00	\$0.00	_____
CAPITAL IMPROVEMENTS Total:		\$68,412.00	\$35,000.00	\$34,702.00	\$0.00	\$0.00	
220 FIRE DEPARTMENT Total:		\$11,389,239.08	\$12,275,078.00	\$11,854,287.15	\$13,256,548.00	\$13,106,548.00	

220	FIRE DEPARTMENT										
	PERSONNEL SERVICES										
	POSITION			H O U R S		FY23 DEPT	FY23 MAYOR		FY23 DEPT	FY23 MAYOR	
DEPT			CLASS/ STEP		FTE STAFF	FTE REQ	FTE REC	FY22 APPROPRIATION	FY23 REQUEST	FY23 & Council REC	
01-220-1-5111	Fire Chief	Scott Dalrymple (Acting)	Chief		1	1	1	\$161,799	\$165,313	\$165,313	
01-220-1-5111	Deputy Chief	Cardinale, Vacant, Dattoli, Hickey, Imbornone, LoRusso	Dep Chief		6	6	6	\$674,519	\$668,160	\$668,160	
01-220-1-5111	Captain	Baldwin, Baral, Brennan, Casella, Hurley, Leary, Lewis, Ostler, A. O'Brien, M. O'Brien, Schembri, Vacant, Simonelli, Williams	Captain		14	14	14	\$1,269,045	\$1,355,690	\$1,355,690	
01-220-1-5111	Lieutenant	J.Collins, R.Collins, Gesualdo, Hardy, Jewell, Keller, Lloyd, P.McCarthy, Perretti, Sullivan, Wortman	Lieutenant		11	11	11	\$935,060	\$926,244	\$926,244	
01-220-1-5111	Private		FF		72	72	72	\$5,395,979	\$5,237,457	\$5,237,457	
					104	104	104				
01-220-1-5111	Administrative Assistant ¹	Maria Bussell	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960	
01-220-1-5143	Administrative Assistant	Maria Bussell	Longevity					\$1,450	\$1,650	\$1,650	
01-220-1-5111	Opiate Counselor ²	Paul Guarino	UNCL	35	1	1	1	\$58,704	\$60,479	\$60,479	
01-220-1-5111	Clerk ¹	Melissa Neil	C-6U/8	35	1	1	1	\$51,694	\$57,240	\$57,240	
					3	3	3				
220	Fire TOTAL										
								Salaries (5111)	\$8,601,610	\$8,537,542	\$8,537,542
								Overtime (5130)	\$650,000	\$1,000,000	\$850,000
								Holiday (5140)	\$667,504	\$722,143	\$722,143
								Adjunct Education (5141)	\$270,400	\$266,900	\$266,900
								Differential (5142)	\$215,000	\$215,000	\$215,000
								Longevity (5143)	\$172,350	\$153,700	\$153,700
								Above Grade Differential (5144)	\$85,000	\$85,000	\$85,000
								Defib Stipend (5145)	\$104,000	\$105,000	\$105,000
								Hazardous Duty Pay (5147)	\$377,542	\$627,221	\$627,221
								EMT Stipend (5151)	\$80,284	\$91,147	\$91,147
								Medical Expense Stipend (5158)	\$347,988	\$374,995	\$374,995
								Overtime Meal Allowance (5192)	\$30,000	\$75,000	\$75,000
								Clothing Allowance (5193)	\$166,400	\$166,400	\$166,400
								Certifications (5194)	\$171,500	\$412,000	\$412,000
								Personnel Total:	\$11,939,578	\$12,832,048	\$12,682,048
Notes to Budget:											
¹ Local 25 Clerical union 3% increase per contract.											
² 3% COLA on administrative salary.											

(220) Fire Department - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	8,601,610	8,537,542	(64,068)	-1%	Funding for salaries of department personnel as required by collective bargaining agreements. Contract not settled, but firefighters salaries increased by 2% in anticipation of contract settlement. 3% COLA on administrative salary. Local 25 Clerical increased 3% per contract settlement.
Overtime	650,000	850,000	200,000	31%	Funding OT pay for a variety of reasons incl coverage for absences due to injuries, sick leave, vacations, training, etc. Also covers OT for emergency response to incidents, fire investigations, attendance at training, required meetings and other events scheduled during non-work hours. Amount fluctuates depending on circumstances throughout the year. Increase takes into account a possible union contract settlement in FY23.
Holiday	667,504	722,143	54,639	8%	Funding for uniformed personnel as required by collective bargaining agreement.
Adjunct Education	270,400	266,900	(3,500)	-1%	Funding for education hours for uniformed personnel as required by collective bargaining agreement. This amount varies year to year due to CBA.
Shift Differentials	215,000	215,000	0	0%	Funding for differential pay to uniformed personnel as required by collective bargaining agreement.
Longevity	172,350	153,700	(18,650)	-11%	Funding for longevity pay to all as required by collective bargaining agreements. Amount varies year to year due to CBA.
Above Grade Differentials	85,000	85,000	0	0%	Funding for additional pay to uniformed members for filling in for a higher ranking officer due to absences. Amount fluctuates depending on circumstances throughout the year.
Defibrillator Stipends	104,000	105,000	1,000	1%	Funding to uniformed personnel trained in cardiac defibrillation as required by collective bargaining agreement.
Hazardous Duty Pay	377,542	627,221	249,679	66%	Funding for hazardous duty pay to uniformed personnel as required by collective bargaining agreement.
EMT Stipend	80,284	91,147	10,863	14%	Funding for payment of stipend to Registered Emergency Medical Technicians as required by CBA.
Medical Expense Stipend	347,988	374,995	27,007	8%	Funding to carry Narcan on emergency vehicles.
Overtime Meal Allowance	30,000	75,000	45,000	150%	For payment of meals while working OT. Per CBA.
Clothing Allowance	166,400	166,400	0	0%	Funding for uniformed personnel per CBA.
Certifications	171,500	412,000	240,500	140%	Paid for educational stipends.
Total Personnel Services	\$11,939,578	\$12,682,048	\$742,471	6%	

Continued...

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
General Operating Expenses					
Eyeglass Replacement	5,000	5,000	0	0%	Per CBA the department replaces damaged eyeglasses.
Equipment Maintenance	100,000	120,000	20,000	20%	We have added 4 additional vehicles to our fleet, including the ambulance scheduled to be operational this summer. The increased use of electronics on the apparatus has required the equipment to be sent out for some maintenance and/or repairs which has increased the expense of some repairs.
Radio Maintenance	10,000	10,000	0	0%	For payment of maintenance related costs for mobile and portable radios. Increase is due to cover replacement/repair of department radios and equipment on the fire side of E911.
Apparatus Testing	4,500	5,000	500	11%	Pumps are now required to be tested annually. Also for annual service testing of all Fire Department aerial ladders and ground ladders as required by NFPA Standards. Additional testing needed for BLS ambulance.
Telecommunications	20,000	20,000	0	0%	For payment of all costs for telecommunications equipment including cell phones, tablets, satellite communications equipment, etc.
Office Supplies	5,000	8,000	3,000	60%	For office supplies for administrative offices as well as 3 fire stations. The overall cost of office supplies has increased from the suppliers. Additionally, we have created a new EMS Division which has increased our need for office supplies.
Community Narcan Program	4,000	4,000	0	0%	This account will provide Narcan to schools, libraries and City Hall. Currently we provide these locations with Narcan through our DPH grant which could be considered outside the scope of the grant.
Training	30,000	40,000	10,000	33%	For costs associated with training of uniformed staff to perform their duties. The cost of training has increased. The addition of the BLS ambulance has also presented us with the need for additional training at an expense unbudgeted for.
Replacement FF Supp & Equip	30,000	40,000	10,000	33%	Replacement and purchase of firefighting tools and equipment. Costs have increased.
Station Supplies	32,000	30,000	(2,000)	-6%	Trash bags, cleaning supplies, apparatus soaps, paper towels, etc. for 3 stations and the Training Division located at the old high school. We are requesting that this account be separated into one account for Station supplies and another account for medical supplies.
Medical Supplies	0	30,000	30,000	100%	The implementing of a BLS ambulance will increase our need for restocking medical supplies.
Med Control/CHA Physician Over.	0	15,000	15,000	100%	Annual expense for required Medical Control oversight by doctor of BLS ambulance. New line item requested for FY23.
Metro Fire	2,500	2,500	0	0%	Dues to Metro Fire Inc.
Personal Protection Equip	20,000	50,000	30,000	150%	For personal protective equipment for uniformed personnel such as turnout gear, helmets, boots, gloves, etc. We have added 24 new members who need to be supplied with 2 sets of PPE.
Continued...					

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Professional Development	3,500	5,000	1,500	43%	Membership dues and attendance at various conferences of Fire Related Professional Associations. Fees have increased.
Emergency Management Pro	34,000	40,000	6,000	18%	Costs associated with emergency management activities in the City of Everett, including the Mass Notification System.
Total Expenditures	\$300,500	\$424,500	124,000	41%	
Capital Improvements					
EFD Command Vehicle Replacement	0	0	0	100%	This request will be funded by our CIP.
Turn Out Gear	35,000	0	(35,000)	-100%	This request will be funded by our CIP.
Total Capital Expenditures	\$35,000	\$0	\$35,000	-100%	
Grand Total	\$12,275,078	\$13,106,548	\$831,470	7%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

242 - DEPT OF INSPECTIONAL SERVICES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-242-1-5111	SALARIES	\$1,564,520.02	\$1,717,259.00	\$1,325,099.75	\$1,928,018.00	\$1,928,018.00	
01-242-1-5113	PART TIME	\$6,177.38	\$41,446.00	\$13,250.42	\$41,446.00	\$41,446.00	
01-242-1-5114	ON CALL STIPEND	\$4,950.00	\$10,400.00	\$7,662.88	\$10,400.00	\$10,400.00	
01-242-1-5120	OTHER PERSONNEL SERVICES	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	
01-242-1-5130	OVERTIME	\$86,303.75	\$75,000.00	\$43,006.91	\$75,000.00	\$75,000.00	
01-242-1-5143	LONGEVITY	\$5,325.05	\$2,500.00	\$4,450.00	\$2,500.00	\$2,500.00	
01-242-1-5191	HEARING OFFICER	\$9,998.42	\$11,000.00	\$8,795.54	\$11,000.00	\$11,000.00	
01-242-1-5193	CLOTHING ALLOWANCE	\$2,100.00	\$3,300.00	\$1,900.00	\$3,300.00	\$3,300.00	
01-242-1-5194	CERTIFICAITONS	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	
01-242-1-5196	TOOLS FOR MECHANICS	\$400.00	\$800.00	\$600.00	\$800.00	\$800.00	
PERSONNEL Total:		\$1,679,774.62	\$1,869,205.00	\$1,404,765.50	\$2,079,964.00	\$2,079,964.00	
EXPENSES							
01-242-2-5210	ELECTRICITY-STREET LIGHTS	\$52,143.25	\$2,015,000.00	\$1,149,033.41	\$2,221,235.00	\$2,221,235.00	
01-242-2-5240	EQUIPMENT MAINTENANCE	\$13,835.85	\$35,000.00	\$11,997.48	\$35,000.00	\$35,000.00	
01-242-2-5242	FIRE ALARM REPAIR & MAINT	\$6,040.97	\$7,000.00	\$1,136.00	\$7,000.00	\$7,000.00	
01-242-2-5243	STREET LIGHT MAINTENANCE	\$34,825.70	\$60,000.00	\$26,405.63	\$60,000.00	\$60,000.00	
01-242-2-5249	SIGNAL & SHOP REPAIRS	\$58,620.62	\$60,000.00	\$59,442.76	\$60,000.00	\$60,000.00	
01-242-2-5343	PRINTING	\$1,329.61	\$2,400.00	\$1,362.44	\$2,000.00	\$2,000.00	
01-242-2-5420	OFFICE SUPPLIES	\$6,601.98	\$38,800.00	\$2,700.43	\$6,000.00	\$6,000.00	
01-242-2-5434	EQUIPMENT	\$6,133.24	\$7,000.00	\$6,288.82	\$7,000.00	\$7,000.00	
01-242-2-5580	SOFTWARE	\$55,422.57	\$75,000.00	\$50,387.60	\$75,000.00	\$75,000.00	
01-242-2-5585	UNIFORMS	\$2,996.00	\$4,800.00	\$4,223.00	\$4,800.00	\$4,800.00	
01-242-2-5586	PROFESSIONAL RESOURCE MATERIAL	\$550.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	
01-242-2-5704	WIRE EXPENSES	\$70,725.50	\$81,000.00	\$31,579.21	\$81,000.00	\$81,000.00	
01-242-2-5710	PROFESSIONAL SERVICES	\$12,749.89	\$0.00	\$0.00	\$30,000.00	\$30,000.00	
01-242-2-5780	PROFESSIONAL DEVELOPMENT	\$633.30	\$15,000.00	\$4,429.00	\$10,000.00	\$10,000.00	
EXPENSES Total:		\$322,608.48	\$2,402,500.00	\$1,348,985.78	\$2,600,535.00	\$2,600,535.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

242 - DEPT OF INSPECTIONAL SERVICES		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
CAPITAL IMPROVEMENTS							
CAPITAL IMPROVEMENTS Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
242 DEPT OF INSPECTIONAL SERVICES Total:		\$2,002,383.10	\$4,271,705.00	\$2,753,751.28	\$4,680,499.00	\$4,680,499.00	

242 DEPARTMENT OF INSPECTIONAL SERVICES										
PERSONNEL SERVICES										
						FY23	FY23			
						FY22	FY23		FY23	FY23
						DEPT	MAYOR		DEPT	MAYOR
						FTE	FTE		FTE	FTE
DEPT	POSITION	CLASS/ STEP	HOURS	STAFF	FTE	REQ	REC	FY22 APPROPRIATION	FY23 REQUEST	FY23 & Council REC
01-242-1-5111	ISD Director & Inspector of Buildings ¹	Vacant	UNCL	35	1	1	1	\$117,976	\$120,336	\$120,336
01-242-1-5111	Code Enforcement Director ⁴	Vacant	UNCL	35	0	1	1	\$0	\$95,000	\$95,000
01-242-1-5111	Assistant Building Inspector ¹	Mike Desmond	UNCL	35	1	1	1	\$89,663	\$92,350	\$92,350
01-242-1-5143	Assistant Building Inspector	Mike Desmond	Longevity					\$850	\$850	\$850
01-242-1-5111	Assistant Building Inspector ¹	Jonathan Trull	UNCL	35	1	1	1	\$87,101	\$71,070	\$71,070
01-242-1-5111	Wire Inspector ¹	Richard Connors	UNCL	35	1	1	1	\$94,382	\$97,216	\$97,216
01-242-1-5111	Code Enforcement Supervisor ⁴	Vacant	UNCL	35	0	1	1	\$0	\$85,000	\$85,000
01-242-1-5111	Assistant Building Inspector ¹	John DeVito	UNCL	35	1	1	1	\$68,340	\$80,327	\$80,327
01-242-1-5111	Inspector of Gas & Plumbing ¹	John O'Keefe	UNCL	35	1	1	1	\$77,728	\$80,057	\$80,057
01-242-1-5111	ISD Supervisor ¹	Peter Sikora	UNCL	35	1	1	1	\$68,163	\$70,215	\$70,215
01-242-1-5111	Code Officer/W & M Insp ¹	Edmond Aliberti	UNCL	35	1	1	1	\$64,163	\$66,086	\$66,086
01-242-1-5193	Code Officer/W & M Insp	Edmond Aliberti	Clothing					\$500	\$500	\$500
01-242-1-5111	Code Officer/Food & Milk Insp ¹	Louis Staffieri	UNCL	35	1	1	1	\$64,163	\$66,086	\$66,086
01-242-1-5143	Code Off/Food & Milk Insp	Louis Staffieri	Longevity					\$400	\$400	\$400
01-242-1-5111	Code Officer - Weekends ¹	Mike Mastrocola	UNCL	35	1	1	1	\$64,163	\$66,086	\$66,086
01-242-1-5111	Code Officer - Ward 1 ¹	John Sullivan	UNCL	35	1	1	1	\$62,515	\$64,389	\$64,389
01-242-1-5111	Code Officer - Ward 2 ¹	Mark Mayo	UNCL	35	1	1	1	\$62,515	\$64,389	\$64,389
01-242-1-5111	Code Officer - Ward 3 ¹	Michael Karpenko	UNCL	35	1	1	1	\$62,515	\$64,389	\$64,389
01-242-1-5111	Code Officer - Ward 4 ¹	Vacant	UNCL	35	1	1	1	\$62,515	\$64,389	\$64,389
01-242-1-5111	Code Officer - Ward 6 ¹	Dennis Gooding	UNCL	35	1	1	1	\$62,515	\$64,389	\$64,389
01-242-1-5111	Superintendent of Signals ²	Billy Seward	W-14/4	40	1	1	1	\$91,236	\$96,194	\$96,194
01-242-1-5193	Superintendent of Signals	Billy Seward	Clothing					\$700	\$700	\$700
01-242-1-5196	Superintendent of Signals	Billy Seward	Tools					\$200	\$200	\$200
01-242-1-5111	Assistant Electrician ²	Stephen Moccia	W-13/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-242-1-5193	Assistant Electrician	Stephen Moccia	Clothing					\$700	\$700	\$700
01-242-1-5196	Assistant Electrician	Stephen Moccia	Tools					\$200	\$200	\$200
01-242-1-5111	Assistant Electrician ²	Brian Pereira	W-13/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-242-1-5193	Assistant Electrician	Brian Pereira	Clothing					\$700	\$700	\$700
01-242-1-5196	Assistant Electrician	Brian Pereira	Tools					\$200	\$200	\$200

DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	Continued...
01-490-1-5193	Assistant Electrician	Anthony Rosati Jr.	Clothing					\$700	\$700	\$700
01-490-1-5196	Assistant Electrician	Anthony Rosati Jr.	Tools					\$200	\$200	\$200
01-242-1-5111	Administrative Assistant ²	Annette Debilio	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
01-242-1-5143	Principal Clerk	Annette Debilio	Longevity					\$1,250	\$1,250	\$1,250
01-242-1-5111	Administrative Assistant ²	Linda Yebba	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
01-242-1-5111	Principal Clerk ²	Karina DeSouza (T)	C-6U/6	35	1	1	1	\$50,766	\$53,513	\$53,513
01-242-1-5111	Principal Clerk ²	Donna Lento	C-6U/5	35	1	1	1	\$47,680	\$52,490	\$52,490
01-242-1-5111	Administrative Assistant ³	N/A	A-6U/8	35	0	0	0	\$1	\$1	\$1
01-242-1-5191	Hearing Officer	Jen Gonzalez	UNCL		0	0	0	\$11,000	\$11,000	\$11,000
					23	25	25			
242	Inspectional Services TOTAL									
							Salary (5111)	\$1,717,259	\$1,928,018	\$1,928,018
							Part Time (5113)	\$41,446	\$41,446	\$41,446
							On Call Stipend (5114)	\$10,400	\$10,400	\$10,400
							Other Personnel Services (5120)	\$2,500	\$2,500	\$2,500
							Overtime (5130)	\$75,000	\$75,000	\$75,000
							Longevity (5143)	\$2,500	\$2,500	\$2,500
							Hearing Officer (5191)	\$11,000	\$11,000	\$11,000
							Clothing Allowance (5193)	\$3,300	\$3,300	\$3,300
							Certifications (5194)	\$5,000	\$5,000	\$5,000
							Tools (5196)	\$800	\$800	\$800
							Personnel Total:	\$1,869,205	\$2,079,964	\$2,079,964
Notes to Budget:										
¹ 3% COLA added to administrative salary.										
² Local 25 Clerical & DPW salaries increased 3% per contract settlement.										
³ Not requesting funding for this position in FY23.										
⁴ Requesting a new position in FY23.										

(242) Inspectional Services - Notes to Budget

	FY22 Budget	FY23 Request	\$ + / -	% + / -	
Personnel Services					
Salaries	1,717,259	1,928,018	210,759	12%	3% COLA on administrative salary. Local 25 Clerical and DPW union increased 3% per contract settlement. Not requesting funding for 1 position in FY23. Requesting one new position in FY23.
Part Time Salaries	41,446	41,446	0	0%	Includes part-time clerks when needed.
On Call Stipend	10,400	10,400	0	0%	Stipend paid to the union person who is on call on weekends and holidays. We are also including the Code Officers who are on call as well.
Other Personnel Services	2,500	2,500	0	0%	For replacement plumber when Mr. O'Keefe is out.
Overtime	75,000	75,000	0	0%	All street lighting within the city will be repaired/maintained by Wire Department. Also building inspections, electrical inspections & code enforce officers. Also for Ms. DeBilio when she clerks her board.
Longevity	2,500	2,500	0	0%	Longevity for 10+ years.
Hearing Officer	11,000	11,000	0	0%	Ms. Peters, Hearing Officer.
Clothing Allowance	3,300	3,300	0	0%	\$700 for Messrs. Seward, Moccia, Pereira & Rosati. \$500 for Mr. Aliberti.
Certifications	5,000	5,000	0	0%	Paid to employees who pass certifications (\$500) .
Tools	800	800	0	0%	Contractual for Local 25 DPW personnel.
Total Personnel Services	\$1,869,205	\$2,079,964	\$210,759	11%	
General Operating Expenses					
Electricity - Street Lights	2,015,000	2,221,235	206,235	10%	All electricity expenditures are now paid from this account.
Equipment Maintenance	35,000	35,000	0	0%	For Accela/GEO Fees, a permit tracking software which is utilized by ISD, Fire, City Clerk and Licensing Departments. Maintenance contracts for Ricoh scanner/Fortis software.
Fire Alarm Repair & Maint	7,000	7,000	0	0%	Pays for any repairs to the fire alarm boxes or master boxes.
Street Light Maintenance	60,000	60,000	0	0%	Additional 2600 new lights to maintain, repair and replace.
Signal & Shop Repairs	60,000	60,000	0	0%	Traffic signals replacement project & maintenance and repairs. To repair traffic signals and control boxes which break with age or from knock-overs (car accidents).
Printing	2,400	2,000	(400)	-17%	Forms, cards, card stock, specialized forms. Gas tags that are attached to gas burners after they have been inspected by the plumbing inspector and W&M inspector.

Continued...

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Office Supplies	8,800	6,000	(2,800)	-32%	Includes various types of paper (orange-building permits; yellow-gas permits; blue-plumbing permits), calendars, notebooks, journals, appointment books, batteries, labels, ink cartridges, fax cartridges, staples, notepads, pens, file folders and notebooks.
Equipment	7,000	7,000	0	0%	Specialized field inspection electronics and hardware. GEOTMS hand held computers and printers, cameras for the inspectors to take pix of violations.
Software	75,000	75,000	0	0%	Viewpoint Software. Covers licenses, software upgraded and used city wide
Uniforms	4,800	4,800	0	0%	For 15 inspectors - outerwear, shirts, jackets. Needed so homeowners can recognize them when they inspect homes.
Prof Resource Material	1,500	1,500	0	0%	Specialized codebooks. NFPA, Commonwealth of MA, ICC
Wire Expenses	81,000	81,000	0	0%	Supplies.
Professional Services	30,000	30,000	0	0%	Specialized code training programs for mandated continuing education for all inspectors. Pays for seminars for MEHA, MHOA & Mass Building commission & Inspectors.
Professional Development	15,000	10,000	(5,000)	-33%	For mandatory trainings throughout the year.
Total Expenditures	\$2,402,500	\$2,600,535	\$198,035	8%	
Total	\$4,271,705	\$4,680,499	\$408,794	10%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

299 - EMERGENCY COMMUNICATIONS OFFIC							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-299-1-5111	SALARIES	\$762,525.39	\$849,097.00	\$706,095.58	\$900,886.00	\$900,886.00	_____
01-299-1-5113	PART TIME	\$22,404.04	\$60,000.00	\$9,859.80	\$60,000.00	\$60,000.00	_____
01-299-1-5130	OVERTIME	\$138,714.49	\$100,000.00	\$165,231.63	\$125,000.00	\$125,000.00	_____
01-299-1-5140	HOLIDAY	\$48,546.08	\$63,000.00	\$53,207.78	\$68,670.00	\$68,670.00	_____
01-299-1-5142	NIGHT DIFFERENTIALS	\$40,677.55	\$55,000.00	\$38,202.67	\$55,000.00	\$55,000.00	_____
01-299-1-5143	LONGEVITY	\$8,367.92	\$8,350.00	\$6,866.00	\$8,000.00	\$8,000.00	_____
01-299-1-5144	ABOVE GRADE DIFFERENTIAL	\$38,629.27	\$38,500.00	\$23,006.38	\$38,500.00	\$38,500.00	_____
PERSONNEL Total:		\$1,059,864.74	\$1,173,947.00	\$1,002,469.84	\$1,256,056.00	\$1,256,056.00	
EXPENSES							
01-299-2-5245	RADIO MAINTENANCE	\$30,327.52	\$70,000.00	\$1,080.28	\$70,000.00	\$70,000.00	_____
01-299-2-5340	TELECOMMUNICATIONS	\$3,995.92	\$5,800.00	\$3,227.73	\$5,800.00	\$5,800.00	_____
01-299-2-5420	OFFICE SUPPLIES	\$1,173.21	\$3,000.00	\$1,560.16	\$3,000.00	\$3,000.00	_____
01-299-2-5711	TRAINING EXPENSES	\$6,268.00	\$12,000.00	\$1,592.00	\$12,000.00	\$12,000.00	_____
EXPENSES Total:		\$41,764.65	\$90,800.00	\$7,460.17	\$90,800.00	\$90,800.00	
299 EMERGENCY COMMUNICATIONS OFFIC		\$1,101,629.39	\$1,264,747.00	\$1,009,930.01	\$1,346,856.00	\$1,346,856.00	

299		OFFICE OF EMERGENCY COMMUNICATIONS								
		PERSONNEL SERVICES								
					FY22	FY23	FY23	FY23		
					FTE	DEPT	MAYOR	FY23		
					STAFF	FTE	FTE	MAYOR		
					REQ	REQ	REC	& Council		
					REC	REC	REC	REC		
DEPT	POSITION		CLASS/ STEP	HOURS	FTE	FTE	FTE	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
01-299-1-5111	Clerk ¹	Nancy Winsor	C-6U/8	35	1	1	1	\$50,766	\$57,240	\$57,240
01-299-1-5111	911 Lead Dispatcher ¹	Cheryl Bond	Local 25 /8	37.5	1	1	1	\$61,103	\$64,422	\$64,422
01-299-1-5143	911 Lead Dispatcher	Cheryl Bond	Longevity					\$1,150	\$1,150	\$1,150
01-299-1-5111	911 Lead Dispatcher ¹	Mary Tieri	Local 25 /8	37.5	1	1	1	\$61,103	\$64,422	\$64,422
01-299-1-5143	911 Lead Dispatcher	Mary Tieri	Longevity					\$950	\$1,150	\$1,150
01-299-1-5111	911 Lead Dispatcher ¹	Kara Cuthbert	Local 25 /8	37.5	1	1	1	\$61,103	\$64,422	\$64,422
01-299-1-5143	911 Lead Dispatcher	Kara Cuthbert	Longevity					\$950	\$950	\$950
01-299-1-5111	911 Dispatcher ¹	Deb Giannone	Local 25 /8	37.5	1	1	1	\$61,103	\$64,422	\$64,422
01-299-1-5143	911 Dispatcher	Deb Giannone	Longevity					\$950	\$1,150	\$1,150
01-299-1-5111	911 Dispatcher ¹	Charemon Hughes	Local 25/8	37.5	1	1	1	\$58,835	\$64,422	\$64,422
01-299-1-5143	911 Dispatcher	Charemon Hughes	Longevity					\$950	\$1,150	\$1,150
01-299-1-5111	* 911 Dispatcher ¹	Margarito Galvez	Local 25 /2	37.5	1	1	1	\$58,835	\$62,033	\$62,033
01-299-1-5143	911 Dispatcher	Margarito Galvez	Longevity					\$950	\$0	\$0
01-299-1-5111	911 Dispatcher ¹	Rebecca Buckley	Local 25/7	37.5	1	1	1	\$58,835	\$62,033	\$62,033
01-299-1-5143	911 Dispatcher	Rebecca Buckley	Longevity					\$950	\$950	\$950
01-299-1-5111	911 Dispatcher ¹	Mike Iandoli	Local 25/6	37.5	1	1	1	\$56,806	\$59,900	\$59,900
01-299-1-5143	911 Dispatcher	Mike Iandoli	Longevity					\$750	\$750	\$750
01-299-1-5111	911 Dispatcher ¹	Paul Dobbins	Local 25 /6	37.5	1	1	1	\$56,806	\$59,900	\$59,900
01-299-1-5143	911 Dispatcher	Paul Dobbins	Longevity					\$750	\$750	\$750
01-299-1-5111	911 Dispatcher ¹	Cody DaSilva	Local 25 /5	37.5	1	1	1	\$54,121	\$57,061	\$57,061
01-299-1-5111	911 Dispatcher ¹	Brianna Castranova	Local 25 /5	37.5	1	1	1	\$54,121	\$57,061	\$57,061
01-299-1-5111	911 Dispatcher ¹	Kristine Dow	Local 25 /5	37.5	1	1	1	\$54,121	\$57,061	\$57,061
01-299-1-5111	911 Dispatcher ¹	Brittany Bolduc	Local 25 /3	37.5	1	1	1	\$54,121	\$53,244	\$53,244
01-299-1-5111	911 Dispatcher ¹	Vacant	Local 25 /3	37.5	0	1	1	\$0	\$53,244	\$53,244
01-299-1-5113	Dispatchers - Part Time ²	TBD		Varies	Varies	Varies	Varies	\$60,000	\$60,000	\$60,000
					14	15	15			
299	Emergency Communication Center TOTAL									
							Salary (5111)	\$849,097	\$900,886	\$900,886
							Part Time (5113)	\$60,000	\$60,000	\$60,000
							Overtime (5130)	\$100,000	\$125,000	\$125,000

Continued...

(299) E 9 1 1 - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	849,097	900,886	51,789	6%	Local 25 Clerical and E911 members 3% increase per contract settlement.
Part Time Salaries	60,000	60,000	0	0%	For the "will call" employees.
Overtime	100,000	125,000	25,000	25%	Will supplement OT paid from grant funds in FY23.
Holiday	63,000	68,670	5,670	9%	Paid in December to all union employees.
Night Differentials	55,000	55,000	0	0%	Paid to employees who work between 3:00 pm to 11:00 pm (\$1.00 more per hour) and from 11:00 pm to 7:00 am (\$1.25 more per hour).
Longevity	8,350	8,000	(350)	-4%	Paid to all employees with 10+ years on the job.
Above Grade Differential	38,500	38,500	0	0%	For those covering shifts of the lead dispatchers
Total Personnel Services	\$1,173,947	\$1,256,056	\$82,109	7%	
General Operating Expenses					
Radio Maintenance	70,000	70,000	0	0%	Maintenance agreement with Motorola to service the radio equipment. All Comm, Verizon & Motorola.
Telecommunications	5,800	5,800	0	0%	Data lines and Director cell phone/pager/email. Verizon, Verizon Wireless
Office Supplies	3,000	3,000	0	0%	WB Mason, Conway Office supplies. Includes handouts for school children when they visit E911.
Training Expenses	12,000	12,000	0	0%	Mandatory continuing education: Police/Fire/EMS training. Includes 16 dispatchers at \$600 each per year. Supplemented with grant.
Total Expenditures	\$90,800	\$90,800	\$0	0%	
Total	\$1,264,747	\$1,346,856	\$82,109	6%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

490 - DPW EXECUTIVE DIVISION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-490-1-5111	SALARIES	\$518,856.85	\$701,075.00	\$584,721.33	\$802,184.00	\$802,184.00	
01-490-1-5113	PART TIME	\$26,717.18	\$64,816.00	\$25,629.70	\$32,408.00	\$32,408.00	
01-490-1-5114	ON CALL STIPENDS	\$0.00	\$5,200.00	\$5,900.00	\$10,400.00	\$10,400.00	
01-490-1-5123	SEASONAL EMPLOYEES	\$21,223.01	\$135,000.00	\$81,200.99	\$135,000.00	\$135,000.00	
01-490-1-5130	OVERTIME	\$20,541.35	\$50,000.00	\$9,984.42	\$50,000.00	\$50,000.00	
01-490-1-5142	NIGHT DIFFERENTIALS	\$8.22	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	
01-490-1-5143	LONGEVITY	\$4,550.00	\$4,050.00	\$3,668.40	\$5,050.00	\$5,050.00	
01-490-1-5144	ACTING GRADE	\$2,710.00	\$1,000.00	\$654.13	\$1,000.00	\$1,000.00	
01-490-1-5191	CITY SERVICES COMMISSION STIPEND	\$21,349.96	\$22,600.00	\$15,333.30	\$22,600.00	\$22,600.00	
01-490-1-5193	CLOTHING ALLOWANCE	\$5,040.00	\$1,400.00	\$700.00	\$2,100.00	\$2,100.00	
01-490-1-5194	CERTIFICATIONS	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	
01-490-1-5196	TOOLS FOR MECHANICS	\$720.00	\$400.00	\$200.00	\$400.00	\$400.00	
PERSONNEL Total:		\$621,716.57	\$988,541.00	\$727,992.27	\$1,064,142.00	\$1,064,142.00	
EXPENSES							
01-490-2-5400	REPAIRS AND PARTS	\$48,578.27	\$130,000.00	\$21,810.10	\$225,000.00	\$225,000.00	
01-490-2-5404	CITY-WIDE SEASONAL EXPENDITURES	\$80,310.13	\$100,000.00	\$87,060.02	\$125,000.00	\$125,000.00	
01-490-2-5420	OFFICE SUPPLIES	\$4,199.71	\$8,000.00	\$3,151.51	\$10,000.00	\$10,000.00	
01-490-2-5445	TOWING	\$2,767.50	\$4,000.00	\$1,875.00	\$5,000.00	\$5,000.00	
01-490-2-5480	GASOLINE/DIESEL/OIL	\$336,576.87	\$375,000.00	\$344,348.12	\$590,000.00	\$590,000.00	
01-490-2-5546	DPW - REPAIR MAINTENANCE	\$169,845.40	\$345,000.00	\$236,334.03	\$350,000.00	\$350,000.00	
01-490-2-5548	POLICE-REPAIR MAINTENANCE	\$8,342.02	\$20,000.00	\$8,726.67	\$35,000.00	\$35,000.00	
01-490-2-5570	VEHICLE REPAIRS AND SUPPLIES	\$5,932.20	\$25,000.00	\$-730.33	\$25,000.00	\$25,000.00	
01-490-2-5580	MV INSPECTIONS	\$135.00	\$10,000.00	\$0.00	\$15,000.00	\$15,000.00	
01-490-2-5581	TIRES & TIRE SUPPLIES	\$7,643.08	\$50,000.00	\$37,357.23	\$65,000.00	\$65,000.00	
01-490-2-5582	TRAINING & SOFTWARE	\$2,400.00	\$15,000.00	\$2,300.00	\$15,000.00	\$15,000.00	
01-490-2-5583	BODY SHOP REPAIRS	\$6,088.70	\$50,000.00	\$8,371.61	\$50,000.00	\$50,000.00	
01-490-2-5656	ISD - REPAIR MAINTENANCE	\$0.00	\$11,000.00	\$0.00	\$21,000.00	\$21,000.00	
01-490-2-5710	PROFESSIONAL DEVELOPMENT	\$3,890.20	\$10,000.00	\$4,614.39	\$10,000.00	\$10,000.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

490 - DPW EXECUTIVE DIVISION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-490-2-5746	EYEGLOSS REPLACEMENT	\$0.00	\$450.00	\$0.00	\$450.00	\$450.00	_____
EXPENSES Total:		\$676,709.08	\$1,153,450.00	\$755,218.35	\$1,541,450.00	\$1,541,450.00	
CAPITAL PROJECT							
01-490-3-5808	CITY DECOR	\$134,014.45	\$0.00	\$25,981.00	\$0.00	\$0.00	_____
CAPITAL PROJECT Total:		\$134,014.45	\$0.00	\$25,981.00	\$0.00	\$0.00	
490 DPW EXECUTIVE DIVISION Total:		\$1,432,440.10	\$2,141,991.00	\$1,509,191.62	\$2,605,592.00	\$2,605,592.00	

490		DEPARTMENT OF PUBLIC WORKS - Executive Division										
		PERSONNEL SERVICES										
						FY23	FY23			FY23		
				FY22	FY23	DEPT	MAYOR			MAYOR		
		CLASS/		F T E	F T E	F T E	F T E	FY22	FY23	FY23		
DEPT	POSITION	STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	DEPT	REQUEST	& Council		
										REC		
01-490-1-5111	DPW Director ¹			Jerry Navarra	UNCL	40	1	1	1	\$129,406	\$133,292	\$133,292
01-490-1-5143	DPW Director			Jerry Navarra	Longevity					\$800	\$800	\$800
01-490-1-5111	Operations Manager ¹			Kevin Noonan	UNCL	40	1	1	1	\$106,733	\$109,938	\$109,938
01-490-1-5111	Business Manager ^{1 5}			Brian McCarthy	UNCL	35	0.50	1	1	\$60,346	\$82,403	\$82,403
01-490-1-5111	General Superintendent ¹			Jim Frati	UNCL	40	1	1	1	\$78,855	\$81,222	\$81,222
01-490-1-5111	Administrative Assistant ³			Charlene Guzman	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
01-490-1-5143	Administrative Assistant			Charlene Guzman	Longevity					\$1,000	\$1,000	\$1,000
01-490-1-5111	Principal Clerk ³			Debbie Petrone	C-6U/8	35	1	1	1	\$54,288	\$57,240	\$57,240
01-490-1-5143	Principal Clerk			Debbie Petrone	Longevity					\$1,250	\$1,250	\$1,250
01-490-1-5111	Fleet Foreman ³			Joe Carbo	W-14U/4	40	1	1	1	\$91,236	\$96,194	\$96,194
01-490-1-5143	Fleet Foreman			Joe Carbo	Longevity					\$0	\$1,000	\$1,000
01-490-1-5114	Fleet Foreman			Joe Carbo	On Call					\$0	\$5,200	\$5,200
01-490-1-5193	Fleet Foreman			Joe Carbo	Clothing					\$700	\$700	\$700
01-490-1-5196	Fleet Foreman			Joe Carbo	Tools					\$200	\$200	\$200
01-490-1-5111	Fire Apparatus Repair Tech ³			Steve Leonard	W-13/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-490-1-5143	Fire Apparatus Repair Tech			Steve Leonard	Longevity					\$1,000	\$1,000	\$1,000
01-490-1-5114	Fire Apparatus Repair Tech			Steve Leonard	On Call					\$5,200	\$5,200	\$5,200
01-490-1-5193	Fire Apparatus Repair Tech			Steve Leonard	Clothing					\$700	\$700	\$700
01-220-1-5194	Fire Apparatus Repair Tech			Steve Leonard	Certific					\$2,000	\$2,000	\$2,000
01-490-1-5196	Fire Apparatus Repair Tech			Steve Leonard	Tools					\$200	\$200	\$200
01-490-1-5111	Motor Equipment Repairman ⁴			Vacant	W-12U/1	40	0	1	1	\$1	\$81,557	\$81,557
01-490-1-5193	Motor Equipment Repairman			Vacant	Clothing					\$0	\$700	\$700
01-490-1-5111	Motor Equipment Repairman ²			N/A	W-12U/4	40	0	0	0	\$1	\$1	\$1
01-490-1-5111	Motor Equipment Repairman ²			N/A	W-12U/1	40	0	0	0	\$1	\$1	\$1
01-490-1-5111	Motor Equipment Repairman ²			N/A	W-12U/1	40	0	0	0	\$1	\$1	\$1
01-490-1-5113	Shop Mechanic - PT			Rich Pasquarella	UNCL	19.5	0	0	0	\$32,408	\$32,408	\$32,408
01-490-1-5113	Shop Mechanic - PT			Vacant	UNCL	19.5	1	1	1	\$32,408	\$0	\$0
01-490-1-5191	Public Works Commission			Carmine DeMaria	Chair		0	0	0	\$4,600	\$4,600	\$4,600
01-490-1-5191	Public Works Commission			Joe LaMonica Sr	Board		0	0	0	\$3,000	\$3,000	\$3,000
01-490-1-5191	Public Works Commission			Anthony Medeiros	Board		0	0	0	\$3,000	\$3,000	\$3,000
01-490-1-5191	Public Works Commission			Mark Puleo	Board		0	0	0	\$3,000	\$3,000	\$3,000
01-490-1-5191	Public Works Commission			Ian Laliberte	Board		0	0	0	\$3,000	\$3,000	\$3,000

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DEPT	POSITION	CLASS/ STEP	HOURS	FY23			FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
				FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC			
01-490-1-5191	Public Works Commission	Vacant	Board	0	0	0	\$3,000	\$3,000	\$3,000
01-490-1-5191	Public Works Commission	Vacant	Board	0	0	0	\$3,000	\$3,000	\$3,000
				9	10	10			
490	DPW Executive TOTAL								
						Salary (5111)	\$701,075	\$802,184	\$802,184
						Part Time (5113)	\$64,816	\$32,408	\$32,408
						On call stipend (5114)	\$5,200	\$10,400	\$10,400
						Seasonal Workers (5123)	\$135,000	\$135,000	\$135,000
						Overtime (5130)	\$50,000	\$50,000	\$50,000
						Night Differential (5142)	\$1,000	\$1,000	\$1,000
						Longevity (5143)	\$4,050	\$5,050	\$5,050
						Above Grade Differential (5144)	\$1,000	\$1,000	\$1,000
						Public Works Commission Stipend (5191)	\$22,600	\$22,600	\$22,600
						Clothing Allowance (5193)	\$1,400	\$2,100	\$2,100
						Certifications (5194)	\$2,000	\$2,000	\$2,000
						Tools for Mechanics (5196)	\$400	\$400	\$400
						Personnel Total:	\$988,541	\$1,064,142	\$1,064,142
Notes to Budget:									
¹ 3% COLA added to administrative salary.									
² Not requesting funding for this position in FY23.									
³ Local 25 DPW & Clerical increased 3% per contract settlement.									
⁴ Requesting funding for one Local 25 DPW Repairman in FY23.									
⁵ 100% of salary funded here.									

(490) DPW Executive Division - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	701,075	802,184	101,109	14%	3% COLA on administrative salary. Local 25 DPW and Clerical increased 3% per contract settlement. Requesting funding for 1 vacant MVR. 3 vacant Local 25 DPW positions will not be requested in FY23.
Part Time	64,816	32,408	(32,408)	-50%	Reducing this line as we will not hire another part-time mechanic but are requesting funding for a full-time mechanic.
On Call Stipend	5,200	10,400	5,200	100%	For Fleet Foreman and Fire Apparatus Repair Tech. Both are on-call every week.
Seasonal Employees	135,000	135,000	0	0%	Temporary employees needed during fall/spring clean up and shoveling after snowstorms.
Overtime	50,000	50,000	0	0%	When necessary. Based on Local 25 DPW contract raises.
Night Differentials	1,000	1,000	0	0%	Per Local 25 DPW contract any employee regularly scheduled between 6pm - 6am will receive a night diff of \$1/hr.
Longevity	4,050	5,050	1,000	25%	For those with 10+ years with City.
Above Grade Differentials	1,000	1,000	0	0%	Contractual. Any employee required to work above their pay grade is to receive an above grade differential.
DPW Commission Stipend	22,600	22,600	0	0%	For the board members
Clothing Allowance	1,400	2,100	700	50%	Contractual per Local 25 DPW. \$700 per year.
Certifications	2,000	2,000	0	0%	For Fire Apparatus Repair Technician.
Tools for Mechanics	400	400	0	0%	Contractual. \$200 per mechanic.
Total Personnel Services	\$988,541	\$1,064,142	\$75,601	8%	
General Operating Expenses					
Repairs and Parts	200,000	225,000	25,000	13%	Mass Operational Division program for purchasing parts, materials and supplies at a 25% cost savings minimum.
City Wide Seasonal Expenses	100,000	125,000	25,000	25%	Cost increase for the purchase of city-wide seasonal outdoor lights and displays. This is due to limited quantities and supply chain issues.
Office Supplies	8,000	10,000	2,000	25%	Supports Exec/Fleet, Parks and Highway.

Continued...

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Towing	4,000	5,000	1,000	25%	For the towing of commercial vehicles. Also for towing situations such as emergency branch removal. Cost increase estimated due to significantly higher fuel costs by our vendors.
Gasoline/Diesel/Oil	375,000	590,000	215,000	57%	Contingent on fuel increases. Current contract is \$2.99/gallon. Estimated to increase to \$4.50 or higher. An estimated 50% increase per gallon costs plus an additional 5%-7% increase in usage. State contract of gasoline/diesel is Dennis K. Burke. Fuel additives & other maint parts needed to keep all gas tanks/lines operating efficiently. Petroleum Equip annual contract for environmental a/b testing & yearly pressure test of fuel tanks. ACO report & monitor annular space tank repairs.
DPW - Repair Maintenance	250,000	350,000	100,000	40%	Due to aging fleet and increased costs for materials, electronics, as a result of supply chain issues needed to do in-house repairs.
Police - Repair Maintenance	35,000	35,000	0	0%	Maintenance of police vehicles including additional vehicles purchased.
Vehicle Repairs & Supplies	25,000	25,000	0	0%	Tire machine lift,
MV Inspections	10,000	15,000	5,000	50%	Fleet inventory is 175 in need of yearly inspections.
Tires & Tire Supplies	50,000	65,000	15,000	30%	Fleet inventory is 200 vehicles. Also this includes vehicles and equipment such as trailers, hot box, etc.
Training & Software	15,000	15,000	0	0%	Upgrades for DPW systems.
Body Shop Repairs	50,000	50,000	0	0%	When vehicles are sent out for body work that cannot be done in-house.
ISD - Repair Maintenance	21,000	21,000	0	0%	Maintenance of all ISD vehicles.
Professional Development	10,000	10,000	0	0%	Conferences, trainings.
Eyeglass Replacement	450	450	0	0%	Contractual per Local25 DPW.
	\$1,153,450	\$1,541,450	\$388,000	34%	
Total Executive Budget	\$2,141,991	\$2,605,592	\$463,601	22%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

491 - DPW FACILITIES MAINTENANCE DIV							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-491-1-5111	SALARIES	\$1,178,555.75	\$1,316,074.00	\$1,060,523.94	\$1,426,252.00	\$1,426,252.00	
01-491-1-5113	PART TIME	\$599.04	\$0.00	\$0.00	\$0.00	\$0.00	
01-491-1-5114	ON CALL STIPEND	\$5,060.00	\$5,200.00	\$4,500.00	\$5,200.00	\$5,200.00	
01-491-1-5130	OVERTIME	\$219,156.08	\$250,000.00	\$221,034.97	\$250,000.00	\$250,000.00	
01-491-1-5143	LONGEVITY	\$6,260.00	\$8,900.00	\$9,900.00	\$12,100.00	\$12,100.00	
01-491-1-5144	ABOVE GRADE DIFFERENTIAL	\$6,844.85	\$15,000.00	\$11,178.92	\$15,000.00	\$15,000.00	
01-491-1-5193	CLOTHING ALLOWANCE	\$2,100.00	\$10,500.00	\$10,500.00	\$11,900.00	\$11,900.00	
01-491-1-5196	TOOLS FOR MECHANICS	\$240.00	\$600.00	\$1,000.00	\$600.00	\$600.00	
PERSONNEL Total:		\$1,418,815.72	\$1,606,274.00	\$1,318,637.83	\$1,721,052.00	\$1,721,052.00	
EXPENSES							
01-491-2-5202	OFFICE SUPPLIES	\$2,909.31	\$5,000.00	\$781.37	\$5,000.00	\$5,000.00	
01-491-2-5210	CITY BLDGS ELECTRICITY & GAS	\$914,536.21	\$0.00	\$0.00	\$0.00	\$0.00	
01-491-2-5213	CITY BLDGS SEASONAL EXP	\$9,273.10	\$2,000.00	\$1,562.97	\$25,000.00	\$25,000.00	
01-491-2-5247	HVAC SERVICE CONTRACT/REPAIRS	\$26,859.45	\$70,000.00	\$33,480.55	\$120,000.00	\$120,000.00	
01-491-2-5260	ELEVATOR SERVICE CONTRACT	\$36,511.43	\$105,000.00	\$58,818.36	\$90,000.00	\$90,000.00	
01-491-2-5291	CLEANING SERVICE CONTRACT/CITY	\$9,064.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	
01-491-2-5430	BUILDING REPAIR & MAINTENANCE	\$316,557.73	\$342,000.00	\$266,605.11	\$400,000.00	\$400,000.00	
01-491-2-5450	CUSTODIAL SUPPLIES	\$10,668.65	\$65,000.00	\$50,359.79	\$70,000.00	\$70,000.00	
01-491-2-5704	WIRE EXPENSES	\$345.60	\$1,000.00	\$573.68	\$20,000.00	\$20,000.00	
EXPENSES Total:		\$1,326,725.48	\$590,000.00	\$412,181.83	\$765,000.00	\$765,000.00	
491 DPW FACILITIES MAINTENANCE DIV		\$2,745,541.20	\$2,196,274.00	\$1,730,819.66	\$2,486,052.00	\$2,486,052.00	

491 DEPARTMENT OF PUBLIC WORKS - Facilities Maintenance										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 DEPT F T E REQ	FY23 MAYOR F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-491-1-5111	Facilities Maintenance Superintendent ¹	Angelo Febbo	UNCL	40	1	1	1	\$97,981	\$100,923	\$100,923
01-491-1-5111	Assistant Facilities Maintenance Superintendent ³	Vacant	UNCL	40	1	0	0	\$89,991	\$0	\$0
01-491-1-5111	Administrative Assistant ²	Roberta Suppa	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
01-491-1-5143	Administrative Assistant	Roberta Suppa	Longevity					\$0	\$1,000	\$1,000
01-491-1-5111	Facilities Maintenance Mechanic ²	Paul Bernier	W-14U/4	40	1	1	1	\$91,236	\$96,194	\$96,194
01-491-1-5193	Facilities Maintenance Mechanic	Paul Bernier	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Mechanic	Paul Bernier	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Plumber ²	Derek Cipriano	W-14U/4	40	1	1	1	\$91,236	\$96,194	\$96,194
01-491-1-5193	Facilities Maintenance Plumber ²	Derek Cipriano	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Plumber ²	Derek Cipriano	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Supervisor ²	Anthony Ferrante	W-13U/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-491-1-5193	Facilities Maintenance Supervisor	Anthony Ferrante	Clothing					\$700	\$700	\$700
01-491-1-5196	Facilities Maintenance Supervisor	Anthony Ferrante	Tools					\$200	\$200	\$200
01-491-1-5111	Facilities Maintenance Carpenter ²	Anthony Medeiros	W-13U/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-491-1-5143	Facilities Maintenance Carpenter	Anthony Medeiros	Longevity					\$1,450	\$1,650	\$1,650
01-491-1-5193	Facilities Maintenance Carpenter	Anthony Medeiros	Clothing					\$700	\$700	\$700
01-491-1-5111	Facilities Maintenance Carpenter ²	Tom Maloney	W-13U/4	40	1	1	1	\$88,574	\$93,375	\$93,375
01-491-1-5193	Facilities Maintenance Carpenter	Tom Maloney	Clothing					\$700	\$700	\$700
01-491-1-5111	Lead Custodian / General Maintenance (Eve) ²	Richard Cardosi	W-11U/4	40	1	1	1	\$71,782	\$75,690	\$75,690
01-491-1-5143	Lead Custodian / General Maintenance	Richard Cardosi	Longevity					\$1,450	\$1,650	\$1,650
01-491-1-5193	Lead Custodian / General Maintenance	Richard Cardosi	Clothing					\$700	\$700	\$700
01-491-1-5111	Lead Custodian / General Maintenance ²	Mark Sweazy (WC)	W-10U/4	40	1	1	1	\$69,942	\$73,748	\$73,748
01-491-1-5143	Lead Custodian / General Maintenance	Mark Sweazy	Longevity					\$1,250	\$1,450	\$1,450
01-491-1-5193	Lead Custodian / General Maintenance	Mark Sweazy	Clothing					\$700	\$700	\$700
01-491-1-5111	Facilities Maintenance Craftsman/Tiler ²	Saban Skaljic	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
01-491-1-5193	Facilities Maintenance Craftsman/Tiler	Saban Skaljic	Clothing					\$700	\$700	\$700
01-491-1-5111	Craftsman ²	Matt Grassa	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
01-491-1-5193	Craftsman	Matt Grassa	Clothing					\$700	\$700	\$700
01-491-1-5111	Custodian / General Maintenance ²	Steve Baldi	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034
01-491-1-5143	Custodian / General Maintenance	Steve Baldi	Longevity					\$1,250	\$1,450	\$1,450
01-491-1-5193	Custodian / General Maintenance	Steve Baldi	Clothing					\$700	\$700	\$700

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-491-1-5111	Custodian / General Maintenance ²	Matteo DiNunzio	W-7U/4	40	1	1	\$58,819	\$62,034	\$62,034	
01-491-1-5143	Custodian / General Maintenance	Matteo DiNunzio	Longevity				\$1,250	\$1,450	\$1,450	
01-491-1-5193	Custodian / General Maintenance	Matteo DiNunzio	Clothing				\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	Mike DiPietro	W-7U/4	40	1	1	\$58,819	\$62,034	\$62,034	
01-491-1-5143	Custodian / General Maintenance	Mike DiPietro	Longevity				\$1,250	\$1,450	\$1,450	
01-491-1-5193	Custodian / General Maintenance	Mike DiPietro	Clothing				\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	Joe Keefe	W-7U/4	40	1	1	\$58,819	\$62,034	\$62,034	
01-491-1-5143	Custodian / General Maintenance	Joe Keefe	Longevity				\$1,000	\$1,000	\$1,000	
01-491-1-5193	Custodian / General Maintenance	Joe Keefe	Clothing				\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	Frank Sanfilippo	W-7U/4	40	1	1	\$58,819	\$62,034	\$62,034	
01-491-1-5143	Custodian / General Maintenance	Frank Sanfilippo	Longevity				\$0	\$1,000	\$1,000	
01-491-1-5193	Custodian / General Maintenance	Frank Sanfilippo	Clothing				\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ²	Jeffrey Bernard	W-7U/4	40	1	1	\$58,819	\$62,034	\$62,034	
01-491-1-5193	Custodian / General Maintenance (Evenings)	Jeffrey Bernard	Clothing				\$700	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ⁴	Asima Memic	W-7U/4	40	0	1	\$0	\$62,034	\$62,034	
01-491-1-5193	Custodian / General Maintenance (Evenings)	Asima Memic	Clothing				\$0	\$700	\$700	
01-491-1-5111	Custodian / General Maintenance ⁴	Asmira Mekik	W-7U/4	40	0	1	\$0	\$62,034	\$62,034	
01-491-1-5193	Custodian / General Maintenance (Evenings)	Asmira Mekik	Clothing				\$0	\$700	\$700	
					18	19	19			
491	DPW Facilities Maintenance TOTAL									
							Salary (5111)	\$1,316,074	\$1,426,252	\$1,426,252
							On Call Stipend (5114)	\$5,200	\$5,200	\$5,200
							Overtime (5130)	\$250,000	\$250,000	\$250,000
							Night Differential (5142)	\$0	\$0	\$0
							Longevity (5143)	\$8,900	\$12,100	\$12,100
							Above Grade Differential (5144)	\$15,000	\$15,000	\$15,000
							Clothing Allowance (5193)	\$10,500	\$11,900	\$11,900
							Tool Allowance (5196)	\$600	\$600	\$600
							Personnel Total:	\$1,606,274	\$1,721,052	\$1,721,052
Notes to Budget:										
¹ 3% COLA on administrative salary.										
² Local 25 Clerical & DPW increased 3% per contract settlement.										
³ Not requesting funding for this position in FY23.										
⁴ New custodian hired in FY22.										

(491) DPW Facilities Maintenance Division - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	1,316,074	1,426,252	110,178	8%	3% COLA on administrative salary. Local 25 Clerical & DPW contract increased 3% per contract.
On Call Stipend	5,200	5,200	0	0%	Foreman and Plumber alternate weekends.
Overtime	250,000	250,000	0	0%	To cover the cost of overtime associated with the Wellness Center, Armory, City Hall, Rec. Center, etc. Also for all city events.
Night Differentials	0	0	0	#DIV/0!	Not requesting funding in FY23.
Longevity	8,900	12,100	3,200	36%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	15,000	15,000	0	0%	Per Local 25 contract any employee required to work above their pay grade is to receive an above grade differential.
Clothing Allowance	10,500	11,900	1,400	13%	Contractual, \$700 per Local 25 DPW worker per year.
Tools for Mechanics	600	600	0	0%	Contractual, \$200 per designated Local 25 DPW worker per year.
Total Personnel Services	\$1,606,274	\$1,721,052	\$114,778	7%	
General Operating Expenses - Facilities					
Office Supplies	5,000	5,000	0	0%	Office supplies as needed.
City Bldgs. Seasonal Exp	25,000	25,000	0	0%	For city buildings all seasonal lights/décor.
HVAC Service Contract/Repairs	70,000	120,000	50,000	71%	For materials and supplies. Buildings are older, doing all repairs in-house. Connolly Center and Elliot Center in need of new A/C units.
Elevator Service Contract	70,000	90,000	20,000	29%	Contract w/ Delta Beckwith - services City Hall/Parlin Library/Police Station/old HS and Shute Library. Rates contracted to FY23 have increased. Elevators in need of frequent servicing.
Cleaning Service Contract/City Hall	35,000	35,000	0	0%	Majority done in-house. Includes Wellness Center & seasonal cleaning of Memorial Stadium.
Building Repair & Maintenance	300,000	400,000	100,000	33%	For all city bldgs. Want to do more in house repairs. American Alarm, Beantown Pest, Chelsea Floor, Collins Overhead, Craftsman Class, FW Webb, Farazzoli Imports, Fire Equipment, Home Depot, Masslock, Weld Power, etc. Unexpected repairs needed at all city buildings and properties.
Custodial Supplies	65,000	70,000	5,000	8%	For all city buildings. Includes Wellness Center and Shute Library.
Wire Expenses	20,000	20,000	0	0%	For all city buildings.
	\$590,000	\$765,000	\$175,000	30%	
Total Facilities Budget	\$2,196,274	\$2,486,052	\$289,778	13%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

492 - DPW ENGINEERING DIVISION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-492-1-5111	SALARIES	\$209,501.80	\$297,305.00	\$219,231.27	\$431,381.00	\$431,381.00	_____
01-492-1-5130	OVERTIME	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-492-1-5143	LONGEVITY	\$1,700.00	\$1,700.00	\$1,723.00	\$1,700.00	\$1,700.00	_____
01-492-1-5144	ABOVE DIFFERENTIAL	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
PERSONNEL Total:		\$211,201.80	\$300,505.00	\$220,954.27	\$434,581.00	\$434,581.00	
EXPENSES							
01-492-2-5230	STORMWATER EXPENDITURES	\$38,137.80	\$200,000.00	\$0.00	\$1,000,000.00	\$200,000.00	_____
01-492-2-5240	EQUIPMENT MAINT./REPAIR	\$445.56	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	_____
01-492-2-5300	PROFESSIONAL SERVICES	\$10,555.00	\$75,000.00	\$0.00	\$500,000.00	\$100,000.00	_____
01-492-2-5420	OFFICE SUPPLIES	\$2,934.75	\$5,000.00	\$1,610.01	\$5,000.00	\$5,000.00	_____
01-492-2-5421	OFFICE EQUIPMENT	\$0.00	\$1,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-492-2-5434	FIELD EQUIPMENT & SUPPLIES	\$2,019.76	\$7,500.00	\$4,758.85	\$10,000.00	\$10,000.00	_____
01-492-2-5541	CENTER LINE X-WALK MARK	\$0.00	\$60,000.00	\$60,000.00	\$250,000.00	\$150,000.00	_____
01-492-2-5705	ANNUAL ENVIRONMENTAL REPORTING	\$0.00	\$10,000.00	\$4,888.20	\$20,000.00	\$20,000.00	_____
01-492-2-5710	PROFESSIONAL DEVELOPMENT	\$338.00	\$2,500.00	\$0.00	\$10,000.00	\$10,000.00	_____
01-492-2-5734	LICENSES & MEMBERSHIP FEES	\$0.00	\$1,000.00	\$251.35	\$1,000.00	\$1,000.00	_____
EXPENSES Total:		\$54,430.87	\$365,000.00	\$71,508.41	\$1,809,000.00	\$509,000.00	
492 DPW ENGINEERING DIVISION Total:		\$265,632.67	\$665,505.00	\$292,462.68	\$2,243,581.00	\$943,581.00	

492 DEPARTMENT OF PUBLIC WORKS - Engineering Division										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC	
01-492-1-5111	Director of Engineering ¹	Erik Swanson	UNCL	35	1	1	1	\$130,800	\$122,891	\$122,891
01-492-1-5111	City Engineer ¹	Julius Ofurie	UNCL	35	1	1	1	\$103,424	\$106,530	\$106,530
01-492-1-5143	City Engineer	Julius Ofurie	Longevity					\$1,700	\$1,700	\$1,700
01-492-1-5111	City Engineer ²	Vacant	UNCL	35	0	1	1	\$0	\$75,000	\$75,000
01-492-1-5111	City Engineer ²	Vacant	UNCL	25-30	0	1	1	\$0	\$60,000	\$60,000
01-492-1-5111	Administrative Assistant ³	Rich Eliseo	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
					3	5	5			
492	DPW Engineering TOTAL									
							Salary (5111)	\$297,305	\$431,381	\$431,381
							Overtime (5130)	\$500	\$500	\$500
							Longevity (5143)	\$1,700	\$1,700	\$1,700
							Above Grade Differential (5144)	\$1,000	\$1,000	\$1,000
							Personnel Total:	\$300,505	\$434,581	\$434,581
Notes to Budget:										
¹ 3% COLA added to administrative salary.										
² Requesting new position in FY23.										
³ Local 25 Clerical union increased 3% per contract settlement.										

(492) DPW Engineering Division - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	297,305	431,381	134,076	45%	3% COLA added to administrative salary. Local 25 Clerical member 3% increase per contract settlement. Requesting two new engineer positions.
Overtime	500	500	0	0%	In lieu of comp time if requested.
Longevity	1,700	1,700	0	0%	Mr. Ofurie
Above Grade Differentials	1,000	1,000	0	0%	Contractual per Local 25 Clerical.
Total Personnel Services	\$300,505	\$434,581	\$134,076	45%	
General Operating Expenses -Engineering					
Stormwater Expenditures	200,000	200,000	0	0%	This fund will provide for construction of smaller "trouble spot" drainage projects. Planned for this fiscal year are: The Grover/Estes Street area and Silver Road. This fund will also provide for ongoing stormwater maintenance (purchase/rental of equipment, materials, and contractors if needed) for open channels or basins throughout the city that have been long-neglected.
Equipment Maint/Repair	3,000	3,000	0	0%	Maintenance of survey equipment and printer/plotter repairs.
Professional Services	75,000	100,000	25,000	33%	Professional engineering services to support construction and permitting of infrastructure improvements. Majority of request is for local match for anticipated grants that will fund remainder of Island End design/permitting.
Office Supplies	5,000	5,000	0	0%	New printer, plotter and printer paper - general office supplies.
Office Equipment	1,000	10,000	9,000	900%	Software subscriptions and fees. Anticipating 2 more employees.
Field Equipment & Supplies	7,500	10,000	2,500	33%	Equipment and supplies to support GPS data collection and field work. Anticipating 2 more employees.
Center Line X-walk Mark	60,000	150,000	90,000	150%	Moved this account from Highway Division. Line markings for entire city. Using more durable product. City Council has requested additional line markings throughout the city. This work was significantly underfunded in previous budgets.
Annual Environment Reporting	10,000	20,000	10,000	100%	Annual Environmental Reporting are needed for stormwater discharge MS4 permit report made in compliance with EPA/DEP regulations. Hazardous Mitigation Plan (HMP) updates.
Continued...					

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Professional Development	2,500	10,000	7,500	300%	Continuing education courses/engineering/construction. Anticipating 2 more employees.
Licenses & Membership Fees	1,000	1,000	0	0%	Licenses & Membership fees for Director and City Engineer.
Total Expenditures	\$365,000	\$509,000	\$144,000	39%	
Total	\$665,505	\$943,581	\$278,076	42%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

493 - DPW PARKS AND CEMETERIES DIV							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-493-1-5111	SALARIES	\$1,022,310.36	\$1,141,435.00	\$826,977.79	\$1,229,815.00	\$1,229,815.00	_____
01-493-1-5113	PART TIME	\$0.00	\$75,000.00	\$0.00	\$75,000.00	\$75,000.00	_____
01-493-1-5130	OVERTIME	\$87,802.04	\$150,000.00	\$68,695.77	\$150,000.00	\$150,000.00	_____
01-493-1-5142	NIGHT DIFFERENTIAL	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	_____
01-493-1-5143	LONGEVITY	\$7,750.00	\$6,950.00	\$6,950.00	\$9,950.00	\$9,950.00	_____
01-493-1-5144	ABOVE GRADE DIFFERENTIAL	\$505.30	\$5,000.00	\$5,520.56	\$5,000.00	\$5,000.00	_____
01-493-1-5160	TREE STIPEND	\$2,735.82	\$10,000.00	\$5,419.08	\$10,000.00	\$10,000.00	_____
01-493-1-5191	CEMETERY COMMISSION	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00	_____
01-493-1-5193	CLOTHING ALLOWANCE	\$7,281.89	\$9,800.00	\$8,400.00	\$9,800.00	\$9,800.00	_____
PERSONNEL Total:		\$1,128,385.41	\$1,399,185.00	\$921,963.20	\$1,494,765.00	\$1,494,765.00	
EXPENSES							
01-493-2-5255	LANDSCAPING	\$421,279.01	\$514,500.00	\$330,321.89	\$600,000.00	\$600,000.00	_____
01-493-2-5256	GRAFFITI REMOVAL	\$0.00	\$2,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-493-2-5257	GLENWOOD CEMETARY EXPENSES	\$10,419.45	\$34,000.00	\$17,091.14	\$60,000.00	\$60,000.00	_____
01-493-2-5259	OUTDOOR WINTERIZATION	\$16,532.92	\$500.00	\$298.00	\$15,000.00	\$15,000.00	_____
01-493-2-5300	PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	_____
01-493-2-5410	OUTDOOR FIELD LIGHTING	\$7,490.70	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-493-2-5435	REPAIR & MAINTENANCE	\$118,440.53	\$139,000.00	\$65,208.82	\$160,000.00	\$160,000.00	_____
01-493-2-5439	TREES SEED & SOD SUPPLIES	\$59,350.99	\$70,000.00	\$49,952.78	\$90,000.00	\$90,000.00	_____
01-493-2-5830	CONCRETE LINERS	\$2,450.00	\$2,500.00	\$2,475.00	\$7,500.00	\$7,500.00	_____
EXPENSES Total:		\$635,963.60	\$762,500.00	\$465,347.63	\$1,012,500.00	\$1,012,500.00	
493 DPW PARKS AND CEMETERIES DIV Total:		\$1,764,349.01	\$2,161,685.00	\$1,387,310.83	\$2,507,265.00	\$2,507,265.00	

493 DEPARTMENT OF PUBLIC WORKS - Parks and Cemeteries Division											
PERSONNEL SERVICES											
DEPT	POSITION	CLASS/ STEP	HOURS	FY22	FY23	FY23	FY22	FY23	FY23	FY23	
				FTE	DEPT	MAYOR	FTE	DEPT	MAYOR	APPROPRIATION	REQUEST
				STAFF	REQ	REC					
01-493-1-5111	Parks, Cemetery & Sanitation Director ¹		40	1	1	1			\$92,536	\$95,314	\$95,314
01-493-1-5111	Cemetery Director ³		40	0	1	1			\$0	\$77,250	\$77,250
01-493-1-5111	Administrative Assistant ²		35	1	1	1			\$58,170	\$63,781	\$63,781
01-493-1-5111	General Foreman ²		40	1	1	1			\$88,574	\$93,375	\$93,375
01-493-1-5143	General Foreman								\$1,450	\$1,650	\$1,650
01-493-1-5193	General Foreman								\$700	\$700	\$700
01-493-1-5111	Working Foreman ²		40	1	1	1			\$71,782	\$75,690	\$75,690
01-493-1-5143	Working Foreman								\$1,850	\$1,850	\$1,850
01-493-1-5193	Working Foreman								\$700	\$700	\$700
01-493-1-5111	Working Foreman ²		40	1	1	1			\$71,782	\$75,690	\$75,690
01-493-1-5143	Working Foreman								\$1,000	\$1,000	\$1,000
01-493-1-5193	Working Foreman								\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²		40	1	1	1			\$69,942	\$73,748	\$73,748
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting								\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²		40	1	1	1			\$69,942	\$73,748	\$73,748
01-493-1-5143	Craftsman - SMEO w/CDL & Hoisting								\$0	\$1,000	\$1,000
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting								\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²		40	1	1	1			\$69,942	\$73,748	\$73,748
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting								\$700	\$700	\$700
01-493-1-5111	Craftsman - SMEO w/CDL & Hoisting ²		40	1	1	1			\$69,942	\$73,748	\$73,748
01-493-1-5193	Craftsman - SMEO w/CDL & Hoisting								\$700	\$700	\$700
01-493-1-5111	Craftsman - HMEO w/CDL ²		40	1	1	1			\$66,458	\$70,073	\$70,073
01-493-1-5143	Craftsman - HMEO w/CDL								\$1,000	\$1,000	\$1,000
01-493-1-5193	Craftsman - HMEO w/CDL								\$700	\$700	\$700
01-493-1-5111	Craftsman - Tiler ²		40	1	1	1			\$66,458	\$70,073	\$70,073
01-493-1-5143	Craftsman - Tiler								\$0	\$1,000	\$1,000
01-493-1-5193	Craftsman - Tiler								\$700	\$700	\$700
01-493-1-5111	Craftsman - HMEO (No CDL) ²		40	1	1	1			\$62,065	\$65,438	\$65,438
01-493-1-5193	Craftsman - HMEO (No CDL)								\$700	\$700	\$700

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC		
01-493-1-5111	Craftsman ²										
		Donald Lariviere	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034	
01-493-1-5143	Craftsman	Donald Lariviere	Longevity					\$1,450	\$1,450	\$1,450	
01-493-1-5193	Craftsman	Donald Lariviere	Clothing					\$700	\$700	\$700	
01-493-1-5111	Craftsman ²	Joe Ronan Jr.	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034	
01-493-1-5143	Craftsman	Joe Ronan Jr.	Longevity					\$0	\$1,000	\$1,000	
01-493-1-5193	Craftsman	Joe Ronan Jr.	Clothing					\$700	\$700	\$700	
01-493-1-5111	Craftsman ²	Paul Blauveit	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034	
01-493-1-5193	Craftsman	Paul Blauveit	Clothing					\$700	\$700	\$700	
01-493-1-5111	Craftsman ²	Sal DiPierro	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034	
01-493-1-5193	Craftsman	Sal DiPierro	Clothing					\$700	\$700	\$700	
01-493-1-5191	Cemetery Commission ⁴	Vacant	Chair		0	0	0	\$0	\$1,200	\$1,200	
01-493-1-5191	Cemetery Commission	Vacant	Board		0	0	0	\$0	\$1,000	\$1,000	
01-493-1-5191	Cemetery Commission	Vacant	Board		0	0	0	\$0	\$1,000	\$1,000	
01-493-1-5191	Cemetery Commission	Vacant	Board		0	0	0	\$0	\$1,000	\$1,000	
01-493-1-5191	Cemetery Commission	Vacant	Board		0	0	0	\$0	\$1,000	\$1,000	
					16	17	17				
493	DPW Parks & Cemeteries TOTAL										
								Salary (5111)	\$1,141,435	\$1,229,815	\$1,229,815
								Part Time (5113)	\$75,000	\$75,000	\$75,000
								Overtime (5130)	\$150,000	\$150,000	\$150,000
								Night Differential (5142)	\$1,000	\$0	\$0
								Longevity (5143)	\$6,950	\$9,950	\$9,950
								Above Grade Differential (5144)	\$5,000	\$5,000	\$5,000
								Tree Stipend (5160)	\$10,000	\$10,000	\$10,000
								Cemetery Commission Stipend (5191)	\$0	\$5,200	\$5,200
								Clothing Allowance (5193)	\$9,800	\$9,800	\$9,800
								Personnel Total:	\$1,399,185	\$1,494,765	\$1,494,765
Notes to Budget:											
¹ 3% COLA added to administrative salary.											
² Local 25 DPW & Clerical unions increased 3% per contract settlement.											
³ New position hired in FY22.											
⁴ New Cemetery Commission created in FY22.											

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

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	1,141,435	1,229,815	88,380	8%	3% COLA on administrative salary. New Cemetery Director hired in FY22. Local 25 DPW & Clerical increased 3% per contract settlement.
Part Time	75,000	75,000	0	0%	Temp workers as needed.
Overtime	150,000	150,000	0	0%	When needed for Local 25 DPW & Clerical employees.
Night Differentials	1,000	0	(1,000)	-100%	Not requesting funding in FY23.
Longevity	6,950	9,950	3,000	43%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	5,000	5,000	0	0%	Per the Local 25 DPW contract any employee required to work above their pay grade is to receive an above grade differential.
Tree Stipend	10,000	10,000	0	0%	Per Local 25 DPW contract for those on the tree crew.
Cemetery Commission Stipend	0	5,200	5,200	100%	Chair (\$1,200), 4 members (\$1,000)
Clothing Allowance	9,800	9,800	0	0%	Per the Local 25 DPW contract all workers are awarded a \$700 clothing allowance.
Total Personnel Services	\$1,399,185	\$1,494,765	\$95,580	7%	
General Operating Expenses - Parks & Cemeteries					
Landscaping	495,000	600,000	105,000	21%	To McCues for purchasing seasonal citywide flowers/hanging baskets of islands and municipal buildings. Carbone Landscaping for planting of purchased flowers. Increased per contract for FY23. More parks open and in use plus increase in materials used.
Graffiti Removal	5,000	5,000	0	0%	Removal of graffiti and painting over graffiti that cannot be removed using traditional measures.
Glenwood Cemetery Expenses	60,000	60,000	0	0%	Rocky Hill, Pontem Software, American Cemetery, Masslock, Alarm Devices.
Outdoor Winterization	15,000	15,000	0	0%	For the winterization of city-wide open space irrigation systems i.e., parks, splash pads, fountains.
Professional Services	0	75,000	75,000	100%	For services needed by Park division.
Repair & Maintenance	110,000	160,000	50,000	45%	Based on quotes received for repairs to fields and parks; portable restrooms; fence replacement and maintenance; painting of fields; turf maintenance; irrigation supplies and repairs as needed; supplies for landscaping done in-house.
Trees Seed & Sod Supplies	70,000	90,000	20,000	29%	Based on quotes received for the cost of trees, loam and mulch.
Concrete Liners	7,500	7,500	0	0%	For pre-cast concrete burial boxes.
Total Expenditures	\$762,500	\$1,012,500	\$250,000	33%	
Total	\$2,161,685	\$2,507,265	\$345,580	16%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

494 - DPW STADIUM DIVISION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-494-2-5212	FUEL	\$1,127.47	\$7,000.00	\$0.00	\$7,000.00	\$7,000.00	_____
01-494-2-5213	ELECTRIC OUTDOOR FIELD	\$10,231.17	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-494-2-5240	EQUIPMENT/MOTOR MAINT	\$0.00	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	_____
01-494-2-5255	MAINTENANCE TO FIELD	\$0.00	\$9,500.00	\$0.00	\$15,000.00	\$15,000.00	_____
01-494-2-5435	REPAIR & MAINTENANCE	\$0.00	\$8,000.00	\$0.00	\$10,000.00	\$10,000.00	_____
EXPENSES Total:		\$11,358.64	\$29,000.00	\$0.00	\$36,500.00	\$36,500.00	
494 DPW STADIUM DIVISION Total:		\$11,358.64	\$29,000.00	\$0.00	\$36,500.00	\$36,500.00	

(494) DPW Stadium Division - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Stadium Division					
Fuel	7,000	7,000	0	0%	Direct Energy. For heating the field house.
Equipment Motor Maint	4,500	4,500	0	0%	As needed.
Maintenance to Field	9,500	15,000	5,500	58%	Stadium will be used more and more for different high school and youth sports. Turf field well beyond its warranty and coming to end of useful life. Average life is 10-15 years.
Repair & Maint Supplies/Mtrl	8,000	10,000	2,000	25%	Quincy Small, AMSAN, Home Depot, Scoreboard, Masslock.
Total	\$29,000	\$36,500	\$7,500	26%	

City of Everett
Everett Budget Council Worksheet
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495 - DPW HIGHWAY DIVISION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-495-1-5111	SALARIES	\$995,904.23	\$1,157,406.00	\$769,154.39	\$1,135,945.00	\$1,135,945.00	
01-495-1-5130	OVERTIME	\$185,842.89	\$170,000.00	\$144,513.39	\$170,000.00	\$170,000.00	
01-495-1-5142	NIGHT DIFFERENTIAL	\$2,101.80	\$3,500.00	\$885.20	\$3,500.00	\$3,500.00	
01-495-1-5143	LONGEVITY	\$9,600.00	\$7,250.00	\$5,843.00	\$10,650.00	\$10,650.00	
01-495-1-5144	ABOVE GRADE DIFFERENTIAL	\$13,699.04	\$15,000.00	\$16,092.46	\$15,000.00	\$15,000.00	
01-495-1-5193	CLOTHING ALLOWANCE	\$6,160.00	\$10,500.00	\$9,100.00	\$10,500.00	\$10,500.00	
01-495-1-5196	TOOLS FOR MECHANICS	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	
PERSONNEL Total:		\$1,213,307.96	\$1,363,856.00	\$945,588.44	\$1,345,795.00	\$1,345,795.00	
EXPENSES							
01-495-2-5241	CONSTRUCTION/REPAIRS	\$15,768.45	\$90,000.00	\$13,150.36	\$100,000.00	\$100,000.00	
01-495-2-5268	CONTRACTED SERVICES	\$171,827.90	\$180,000.00	\$94,845.00	\$180,000.00	\$180,000.00	
01-495-2-5280	EQUIPMENT HIRE	\$18,088.89	\$35,000.00	\$25,934.49	\$35,000.00	\$35,000.00	
01-495-2-5435	REPAIR & MAINTENANCE	\$20,068.12	\$75,000.00	\$21,425.97	\$75,000.00	\$75,000.00	
01-495-2-5436	STREET CLEANING SUPPLIES &	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	
01-495-2-5440	STREET & TRAFFIC SIGNS	\$47,137.38	\$50,000.00	\$34,904.83	\$70,000.00	\$70,000.00	
01-495-2-5541	CENTER LINE X-WLK MARK	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-495-2-5543	CEMENT STONE & ASPHALT	\$72,730.73	\$100,000.00	\$57,584.05	\$125,000.00	\$125,000.00	
01-495-2-5856	OTHER - POLICE DETAILS	\$0.00	\$20,000.00	\$1,760.00	\$20,000.00	\$20,000.00	
EXPENSES Total:		\$405,621.47	\$565,000.00	\$249,604.70	\$620,000.00	\$620,000.00	
495 DPW HIGHWAY DIVISION Total:		\$1,618,929.43	\$1,928,856.00	\$1,195,193.14	\$1,965,795.00	\$1,965,795.00	

495 DEPARTMENT OF PUBLIC WORKS - Highway Division										
PERSONNEL SERVICES										
DEPT	POSITION	CLASS/ STEP	HOURS	FY22	FY23	FY23	FY22	FY23	FY23	FY23
				STAFF	DEPT	MAYOR		DEPT	& Council	
				FTE	FTE	FTE	APPROPRIATION	REQUEST	REC	REC
01-495-1-5111	Highway Superintendent ¹	UNCL	40	1	1	1	\$92,168	\$93,073		\$93,073
01-495-1-5111	Principal Clerk ²	C-6U/5	20	0.57	0	0	\$28,300	\$1		\$1
01-495-1-5111	Work Foreman / Hwy-Bldg-Grounds ³	W-11U/4	40	1	1	1	\$71,782	\$75,690		\$75,690
01-495-1-5143	Work Foreman / Hwy-Bldg-Grounds	Longevity					\$1,450	\$1,650		\$1,650
01-495-1-5193	Work Foreman / Hwy-Bldg-Grounds	Clothing					\$700	\$700		\$700
01-495-1-5111	Work Foreman / Hwy-Bldg-Grounds ³	W-11U/4	40	1	1	1	\$71,782	\$75,690		\$75,690
01-495-1-5143	Work Foreman / Hwy-Bldg-Grounds	Longevity					\$1,650	\$1,650		\$1,650
01-495-1-5193	Work Foreman / Hwy-Bldg-Grounds	Clothing					\$700	\$700		\$700
01-495-1-5111	Signal Maintainer ³	W-11U/4	40	1	1	1	\$71,782	\$75,690		\$75,690
01-495-1-5143	Signal Maintainer	Longevity					\$1,450	\$1,650		\$1,650
01-495-1-5193	Signal Maintainer	Clothing					\$700	\$700		\$700
01-495-1-5196	Signal Maintainer	Tools					\$200	\$200		\$200
01-495-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	W-10U/4	40	1	1	1	\$69,942	\$73,748		\$73,748
01-495-1-5143	Craftsman - SMEO w/CDL & Hoisting	Longevity					\$1,250	\$1,250		\$1,250
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700		\$700
01-495-1-5111	Craftsman - SMEO w/ CDL & Hoisting ³	W-10U/4	40	1	1	1	\$69,942	\$73,748		\$73,748
01-495-1-5143	Craftsman - SMEO w/CDL & Hoisting	Longevity					\$1,450	\$1,450		\$1,450
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700		\$700
01-495-1-5111	Craftsman - SMEO w/ CDL & Hoisting ³	W-10U/4	40	1	1	1	\$69,942	\$73,748		\$73,748
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700		\$700
01-495-1-5111	Craftsman - SMEO w/ CDL & Hoisting ³	W-10U/2	40	1	1	1	\$58,819	\$67,860		\$67,860
01-495-1-5143	Craftsman - SMEO w/CDL & Hoisting	Longevity					\$0	\$1,000		\$1,000
01-495-1-5193	Craftsman - SMEO w/CDL & Hoisting	Clothing					\$700	\$700		\$700
01-495-1-5111	Craftsman - HMEO w/CDL CLASS A ³	W-9AU/4	40	1	1	1	\$69,791	\$73,581		\$73,581
01-495-1-5193	Craftsman - HMEO w/CDL CLASS A	Clothing					\$700	\$700		\$700
01-495-1-5111	Craftsman - HMEO w/CDL ³	W-9U/4	40	1	1	1	\$66,458	\$70,073		\$70,073
01-495-1-5143	Craftsman -HMEO w/CDL	Longevity					\$0	\$1,000		\$1,000
01-495-1-5193	Craftsman - HMEO w/CDL	Clothing					\$700	\$700		\$700
01-495-1-5111	Watchman - HMEO w/CDL (40 Hours) ³	W-9U/3	40	1	1	1	\$58,819	\$67,046		\$67,046
01-495-1-5193	Watchman - HMEO w/CDL (40 Hours)	Clothing					\$700	\$700		\$700

Continued...

(495) DPW Highway Division - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	1,157,406	1,135,945	(21,461)	-2%	3% COLA added to administrative salary. Local 25 DPW union 3% increase per contract settlement. Not requesting funding for 1 position in FY23.
Overtime	170,000	170,000	0	0%	When needed.
Night Differentials	3,500	3,500	0	0%	Per the Local 25 DPW contract any employee regularly scheduled between the hours of 6 pm until 6 am are to receive a night differential of \$1/hour. This accounts for (2) 40 hour Watchmen.
Longevity	7,250	10,650	3,400	47%	Paid to employees who have reached employment milestones of 10, 15, 20, 25 & 30 years.
Above Grade Differentials	15,000	15,000	0	0%	Per the Local 25 DPW contract any employee required to work above their pay grade is to receive an above grade differential.
Clothing Allowance	10,500	10,500	0	0%	Per the Local 25 DPW contract all workers are awarded a \$700 Clothing Allowance.
Tools	200	200	0	0%	Per DPW Local 25 contract for specific employees.
Total Personnel Services	\$1,363,856	\$1,345,795	(\$18,061)	-1%	
General Operating Expenses - Highway					
Construction Repairs	100,000	100,000	0	0%	Various work performed by consultants and specialized vendors.
Contracted Services	180,000	180,000	0	0%	Various work performed by consultants and specialized vendors (sweeping contract).
Equipment Hire	25,000	35,000	10,000	40%	Equipment rentals such as compressors, hot box.
Repair & Maintenance	75,000	75,000	0	0%	For supplies & materials needed to do street repair & maintenance.
Street Cleaning Sup & Equip	15,000	15,000	0	0%	Supplies and equipment for city owned sweeper.
Street & Traffic Signs	50,000	70,000	20,000	40%	For all street and traffic signs. Also supplies, materials and message boards.
Cement Stone & Asphalt	100,000	125,000	25,000	25%	Increase in raw materials. For cement, stone and asphalt.
Other Police Details	20,000	20,000	0	0%	As needed.
Total Expenditures	\$565,000	\$620,000	\$55,000	10%	
Total	\$1,928,856	\$1,965,795	\$36,939	2%	

City of Everett
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496 - DPW SNOW AND ICE DIVISION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-496-1-5130	S & I OVERTIME	\$151,302.67	\$50,000.00	\$178,016.08	\$50,000.00	\$50,000.00	_____
01-496-1-5159	SNOW STIPEND	\$27,000.00	\$20,000.00	\$27,000.00	\$20,000.00	\$20,000.00	_____
PERSONNEL Total:		\$178,302.67	\$70,000.00	\$205,016.08	\$70,000.00	\$70,000.00	
EXPENSES							
01-496-2-5280	CONTRACTED SERVICES	\$152,185.75	\$40,000.00	\$257,225.00	\$60,000.00	\$40,000.00	_____
01-496-2-5434	S & I SUPPLIES & MATERIALS	\$32,831.81	\$50,000.00	\$40,365.09	\$55,000.00	\$50,000.00	_____
01-496-2-5446	S & I REPAIR /MAINTANANCE	\$6,821.15	\$10,000.00	\$0.00	\$15,000.00	\$10,000.00	_____
01-496-2-5480	S & I FUEL	\$0.00	\$25,000.00	\$0.00	\$35,000.00	\$25,000.00	_____
01-496-2-5536	S & I SALT	\$214,717.22	\$200,000.00	\$250,846.17	\$300,000.00	\$200,000.00	_____
EXPENSES Total:		\$406,555.93	\$325,000.00	\$548,436.26	\$465,000.00	\$325,000.00	
496 DPW SNOW AND ICE DIVISION Total:		\$584,858.60	\$395,000.00	\$753,452.34	\$535,000.00	\$395,000.00	

(496) DPW Snow & Ice - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
S & I Overtime	50,000	50,000	0	0%	For City personnel working snow and/or ice shifts.
Snow Stipend	20,000	20,000	0	0%	May be used for those employees who work several major storms over the course of winter.
Total Personnel Services	\$70,000	\$70,000	\$0	0%	
General Operating Expenses					
Contracted Services	40,000	40,000	0	0%	For outside contractors who assist with plowing and/or salting. Competitive pricing increase.
S & I Supplies & Materials	50,000	50,000	0	0%	Supplies needed for winter season.
S & I Repair Maintenance	10,000	10,000	0	0%	Costs associated with repairs/maintenance needed to vehicles and/or equipment used during snow / ice emergencies.
S & I Fuel	25,000	25,000	0	0%	For city vehicles used during snow and/or ice storms. Increase in fuel costs.
S & I Salt	200,000	200,000	0	0%	Salt used over the entire City. Increase in cost per ton by 34% and number of snow/ice events.
Total Expenditures	\$325,000	\$325,000	\$0	0%	
Total Snow & Ice	\$395,000	\$395,000	\$0	0%	

City of Everett
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497 - DPW SOLID WASTE DIVISION							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
EXPENSES							
01-497-2-5290	REFUSE COLLECTION	\$1,874,694.92	\$2,040,000.00	\$1,427,280.26	\$2,105,000.00	\$2,105,000.00	_____
01-497-2-5293	SOLID WASTE DISPOSAL	\$1,175,418.25	\$1,600,000.00	\$1,120,508.79	\$1,650,000.00	\$1,650,000.00	_____
01-497-2-5297	RECYCLABLES DISPOSAL	\$439,798.82	\$500,000.00	\$178,667.78	\$525,000.00	\$525,000.00	_____
01-497-2-5298	HAZARDOUS WASTE COLL/DISP	\$6,162.22	\$100,000.00	\$6,204.40	\$150,000.00	\$150,000.00	_____
01-497-2-5299	RUBBL/YARD WASTE DISPOSAL	\$95,233.48	\$170,000.00	\$23,215.16	\$200,000.00	\$200,000.00	_____
EXPENSES Total:		\$3,591,307.69	\$4,410,000.00	\$2,755,876.39	\$4,630,000.00	\$4,630,000.00	
497 DPW SOLID WASTE DIVISION Total:		\$3,591,307.69	\$4,410,000.00	\$2,755,876.39	\$4,630,000.00	\$4,630,000.00	

(497) DPW - Solid Waste - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Solid Waste					
Refuse Collection	2,040,000	2,105,000	65,000	3%	Capitol Waste contract price.
Solid Waste Disposal	1,600,000	1,650,000	50,000	3%	Wheelabrator contract price.
Recyclables Disposal	500,000	525,000	25,000	5%	Green Works Recycling . Anticipating increase to \$95/ton.
Hazardous Waste Coll/Disp	100,000	150,000	50,000	50%	Triumvirate - Street sweeping disposal and supplies based on quotes received.
Rubl/Yard Waste Disposal	170,000	200,000	30,000	18%	Northgate Recycling, Rocky Hill - Includes tree stumps, street waste (old pavement), street sweeping waste. Also included citywide disposal and hazardous waste events.
Total Solid Waste	\$4,410,000	\$4,630,000	\$220,000	5%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

510 - DEPT OF HEALTH & HUMAN SERVICE							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-510-1-5111	SALARIES	\$925,069.72	\$1,359,242.00	\$926,624.21	\$1,666,292.00	\$1,666,292.00	_____
01-510-1-5113	PART TIME	\$2,373.95	\$24,000.00	\$23,483.54	\$30,000.00	\$30,000.00	_____
01-510-1-5130	OVERTIME	\$340.94	\$6,500.00	\$0.00	\$6,500.00	\$6,500.00	_____
01-510-1-5143	LONGEVITY	\$4,950.00	\$4,700.00	\$3,700.00	\$4,000.00	\$4,000.00	_____
01-510-1-5144	ABOVE GRADE DIFFERENTIAL	\$0.00	\$2,400.00	\$0.00	\$2,400.00	\$2,400.00	_____
01-510-1-5191	BOARD OF HEALTH STIPEND	\$4,200.00	\$6,200.00	\$3,333.34	\$6,200.00	\$6,200.00	_____
01-510-1-5193	CLOTHING ALLOWANCE	\$3,562.50	\$4,250.00	\$3,341.66	\$5,000.00	\$5,000.00	_____
PERSONNEL Total:		\$940,497.11	\$1,407,292.00	\$960,482.75	\$1,720,392.00	\$1,720,392.00	
EXPENSES							
01-510-2-5249	EQUIPMENT REPAIRS	\$0.00	\$350.00	\$0.00	\$350.00	\$350.00	_____
01-510-2-5300	PROFESSIONAL SERVICES	\$390.00	\$2,000.00	\$80.00	\$2,000.00	\$2,000.00	_____
01-510-2-5403	VACCINES	\$19,489.15	\$25,000.00	\$21,856.49	\$25,000.00	\$25,000.00	_____
01-510-2-5420	OFFICE SUPPLIES	\$2,034.54	\$3,000.00	\$2,520.10	\$4,000.00	\$4,000.00	_____
01-510-2-5710	PROFESSIONAL DEVELOPMENT	\$2,027.00	\$2,500.00	\$828.96	\$2,500.00	\$2,500.00	_____
01-510-2-5780	MOSQUITO CONTROL	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	_____
01-510-2-5797	COVID-19	\$0.00	\$0.00	\$106,536.88	\$0.00	\$0.00	_____
01-511-2-5310	MEDICAL SUPPLIES	\$814.51	\$6,000.00	\$2,909.81	\$6,000.00	\$6,000.00	_____
01-511-2-5383	MEDICAL WASTE	\$1,611.01	\$6,000.00	\$1,439.62	\$15,000.00	\$15,000.00	_____
01-511-2-5710	PROFESSIONAL DEVELOPMENT	\$590.00	\$4,000.00	\$480.00	\$4,000.00	\$4,000.00	_____
01-511-2-5718	EDUCATION INCENTIVE	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	_____
EXPENSES Total:		\$46,956.21	\$83,850.00	\$156,651.86	\$93,850.00	\$93,850.00	
510 DEPT OF HEALTH & HUMAN SERVICE		\$987,453.32	\$1,491,142.00	\$1,117,134.61	\$1,814,242.00	\$1,814,242.00	

510 DEPARTMENT OF HEALTH & HUMAN SERVICES										
PERSONNEL SERVICES										
					FY22	FY23	FY23			
					FTE	DEPT	MAYOR			
DEPT	POSITION	CLASS/STEP	HOURS	FTE	REQ	FTE	REC	FY22	FY23	FY23
				STAFF				APPROPRIATION	DEPT	MAYOR
									REQUEST	& Council
									REC	REC
01-510-1-5111	Public Health Director ¹	Sabrina Firicano	UNCL	35	1	1	1	\$102,000	\$105,063	\$105,063
01-510-1-5193	Public Health Director	Sabrina Torra	Clothing					\$250	\$250	\$250
01-510-1-5143	Public Health Director	Sabrina Torra	Longevity					\$0	\$800	\$800
01-510-1-5111	Public Health Nurse ¹	Krista Costello	UNCL	35	1	1	1	\$82,000	\$87,550	\$87,550
01-510-1-5193	Public Health Nurse	Krista Costello	Clothing					\$250	\$250	\$250
01-630-1-5111	Health & Wellness Coordinator ¹	Rhana Wehbe	UNCL	35	1	1	1	\$70,000	\$81,458	\$81,458
01-630-1-5111	Health & Human Services Equity Access Officer ^{1 4}	Antoinette Octave Blanchard	UNCL	35	0	1	1	\$0	\$84,975	\$84,975
01-510-1-5111	Mental Health Clinician	Vacant	UNCL	35	1	1	1	\$65,000	\$65,000	\$65,000
01-510-1-5111	Public Health Nurse PT ¹	Joanne Agnes	UNCL	25	0.71	0.71	0.71	\$35,635	\$36,488	\$36,488
01-510-1-5193	Public Health Nurse PT	Joanne Agnes	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6 7}	Linda Grenier	RN-U/6	35	1	1	1	\$67,416	\$68,761	\$68,761
01-510-1-5143	Nurse / RN	Linda Grenier	Longevity					\$0	\$800	\$800
01-510-1-5193	Nurse / RN	Linda Grenier	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Nancy Chaves	RN-U/6	35	1	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5143	Nurse / RN	Nancy Chaves	Longevity					\$800	\$800	\$800
01-510-1-5193	Nurse / RN	Nancy Chaves	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Angela Ciaramaglia	RN-U/6	35	1	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5143	Nurse / RN	Angela Ciaramaglia	Longevity					\$800	\$800	\$800
01-510-1-5193	Nurse / RN	Angela Ciaramaglia	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Christen Piscatelli	RN-U/6	35	1	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5143	Nurse / RN	Christen Piscatelli	Longevity					\$800	\$800	\$800
01-510-1-5193	Nurse / RN	Christen Piscatelli	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Britni Pierce Chiarello	RN-U/6	35	1	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5193	Nurse / RN	Britni Pierce Chiarello	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Dina McCarron	RN-U/6	35	1	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5193	Nurse / RN	Dina McCarron	Clothing					\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Glen Nadeau	RN-U/6	35	1	1	1	\$59,121	\$63,963	\$63,963
01-510-1-5193	Nurse / RN	Glen Nadeau	Clothing					\$250	\$250	\$250

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY22 FTE STAFF	FY23 DEPT FTE REQ	FY23 MAYOR FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
01-510-1-5111	Nurse / RN ^{5 6}	Gueshnael Glory Menard	RN-U/6	35	1	1	\$62,713	\$63,963	\$63,963
01-510-1-5143	Nurse / RN	Gueshnael Glory Menard	Longevity				\$1,050	\$0	\$0
01-510-1-5193	Nurse / RN	Gueshnael Glory Menard	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Aicha Merouani	RN-U/6	35	1	1	\$51,375	\$63,963	\$63,963
01-510-1-5193	Nurse / RN	Aicha Merouani	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Najia Amara	RN-U/6	35	1	1	\$51,375	\$63,963	\$63,963
01-510-1-5193	Nurse / RN	Najia Amara	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Rebecca O'Keefe	RN-U/5	35	1	1	\$55,045	\$60,290	\$60,290
01-510-1-5193	Nurse / RN	Rebecca O'Keefe	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Kerry Castrucci	RN-U/5	35	1	1	\$55,045	\$60,290	\$60,290
01-510-1-5193	Nurse / RN	Kerry Castrucci	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Vacant	RN-U/6	35	0	1	\$0	\$59,335	\$59,335
01-510-1-5193	Nurse / RN	Vacant	Clothing				\$0	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Vacant	RN-U/6	35	1	1	\$62,713	\$59,335	\$59,335
01-510-1-5143	Nurse / RN	Vacant	Longevity				\$1,250	\$0	\$0
01-510-1-5193	Nurse / RN	Vacant	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Vacant	RN-U/6	35	0	1	\$0	\$59,335	\$59,335
01-510-1-5193	Nurse / RN	Vacant	Clothing				\$0	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Vacant	RN-U/2	35	1	1	\$51,375	\$59,335	\$59,335
01-510-1-5193	Nurse / RN	Vacant	Clothing				\$250	\$250	\$250
01-510-1-5111	Nurse / RN ^{5 6}	Vacant	LPN-U/6	35	0	1	\$1	\$59,335	\$59,335
01-510-1-5193	Nurse / RN	Vacant	Clothing				\$0	\$250	\$250
01-510-1-5111	Health Workers	TBD	UNCL	35	2	2	\$81,536	\$81,536	\$81,536
01-510-1-5111	Administrative Assistant ²	Caitlin Norden	A-6U/6	35	1	1	\$58,170	\$62,538	\$62,538
01-510-1-5111	Principal Clerk ⁸	N/A	C-6U/1	35	0	0	\$1	\$1	\$1
01-510-1-5113	Nurses - Per Diem ³	Varies	RN-U	Varies	0	0	\$24,000	\$30,000	\$30,000
01-510-1-5191	Board Chairman	Dr. Sean Connolly	BOH Chair	BOH	0	0	\$2,200	\$2,200	\$2,200
01-510-1-5191	Board Member	Melissa Massau	BOH	BOH	0	0	\$2,000	\$2,000	\$2,000
01-510-1-5191	Board Member	Joan Lavecchio	BOH	BOH	0	0	\$2,000	\$2,000	\$2,000
					21.71	25.71	25.71		
510	Department of Health & Human Services TOTAL								

Continued...

DEPT	POSITION	CLASS/ STEP	HOURS	FY22	FY23	FY23	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
				F T E STAFF	F T E REQ	F T E REC			
						Salary (5111)	\$1,359,242	\$1,666,292	\$1,666,292
						Part Time (5113)	\$24,000	\$30,000	\$30,000
						Overtime (5130)	\$6,500	\$6,500	\$6,500
						Longevity (5143)	\$4,700	\$4,000	\$4,000
						Above Grade Differential (5144)	\$2,400	\$2,400	\$2,400
						Board of Health Stipend (5191)	\$6,200	\$6,200	\$6,200
						Clothing (5193)	\$4,250	\$5,000	\$5,000
						Personnel Total:	\$1,407,292	\$1,720,392	\$1,720,392
Notes to Budget:									
¹ 3% COLA added to administrative salary.									
² Local 25 Clerical union 3% increase per contract settlement.									
³ Covers duties when permanent nurses take sick and personal time.									
⁴ New employee hired in FY22.									
⁵ School RNs are state mandated per capita.									
⁶ SEIU Local 888 Nurses Union increased 2% in anticipation of contract settlement.									
⁷ Nurse who covers the Devens School receives a 7% differential per their union contract.									
⁸ Not requesting funding for this position in FY23.									

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

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Salaries	1,359,242	1,666,292	307,050	23%	3% COLA added to administrative salaries. SEIU nurses salary increased by 2% in anticipation of contract settlement. Local 25 Clerical salary increased 3% per contract settlement. Requesting 3 additional school nurses. Seeking two medical assistants to assist with health screening and assist school nurses with health paperwork.
Part Time Salaries	24,000	30,000	6,000	25%	Per diem nurses who fill in when permanent nurses are out. Per diem rate increased from \$25/hr to \$30/hr.
Overtime	6,500	6,500	0	0%	In the event a clerk requests OT in lieu of comp time. Also for nurses.
Longevity	4,700	4,000	(700)	-15%	For 10+ years of service.
Above Grade Differential	2,400	2,400	0	0%	When performing tasks that are above the parameters of the job description.
BOH Stipend	6,200	6,200	0	0%	This is for the Board - Dr. Connolly (\$2,200), J. Lavecchio (\$2,000), M. Massau (\$2,000).
Clothing Allowance	4,250	5,000	750	18%	\$250 per nurse to pay for uniforms/lab coats to be worn in schools & Health Department. CDC guidelines state that uniforms/lab coats must be replaced yearly to prevent unnecessary health risks.
Total Personnel Services	\$1,407,292	\$1,720,392	\$313,100	22%	
General Operating Expenses					
Equipment Repairs	350	350	0	0%	Used for yearly calibration and repair of vaccine refrigerators and other repairs for BOH machinery.
Professional Services	2,000	2,000	0	0%	Used for services provided to the department outside of internal BOH capacity. Such as access to MDPH trainings and software that is not provided in kind as well as other professional services.
Vaccines	25,000	25,000	0	0%	The cost of flu vaccine from the state.
Office Supplies	3,000	4,000	1,000	33%	General office supplies.
Prof Development	2,500	2,500	0	0%	Pays for training to perform basic health department functions at City Hall. CPR/First aid, shelter training and needle use certs. Also MHOA dues and EHA dues and travel expenses when training.
Mosquito Control	20,000	20,000	0	0%	For larvicides & aerial spraying to prevent EEE & West Nile outbreaks. \$10K in 6 month intervals.
Medical Supplies	6,000	6,000	0	0%	All supplies used during flu clinics, medical emergencies, etc.
Medical Waste	6,000	15,000	9,000	150%	Sharps disposal. Increasing pick ups to City Hall and police station where sharp bins are located.
Prof Development	4,000	4,000	0	0%	For trainings that are imperative for general nursing & school nursing. DOE certs, AED training, seizure certs, etc.
Education Incentive	15,000	15,000	0	0%	For those nurses who continue to take classes in the nursing field.
Total Expenditures	\$83,850	\$93,850	\$10,000	12%	
Total	\$1,491,142	\$1,814,242	\$323,100	22%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

521 - DEPT OF PLANNING & DEVELOPMENT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-521-1-5111	SALARIES	\$208,324.34	\$354,284.00	\$59,596.69	\$348,712.00	\$348,712.00	_____
01-521-1-5130	OVERTIME	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	_____
01-521-1-5143	LONGEVITY	\$1,450.00	\$1,250.00	\$1,450.00	\$1,250.00	\$1,250.00	_____
PERSONNEL Total:		\$209,774.34	\$355,634.00	\$61,046.69	\$350,062.00	\$350,062.00	
EXPENSES							
01-521-2-5300	PROFESSIONAL SERVICES	\$536,322.33	\$272,000.00	\$152,557.42	\$300,000.00	\$300,000.00	_____
01-521-2-5313	GIS EXPENSES	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-521-2-5420	OFFICE SUPPLIES	\$889.61	\$33,000.00	\$831.71	\$5,000.00	\$5,000.00	_____
01-521-2-5710	PROFESSIONAL DEVELOPMENT	\$824.08	\$8,000.00	\$573.00	\$8,000.00	\$8,000.00	_____
01-521-2-5840	URBAN RENEWAL	\$0.00	\$0.00	\$-624.40	\$0.00	\$0.00	_____
EXPENSES Total:		\$543,036.02	\$318,000.00	\$153,337.73	\$318,000.00	\$318,000.00	
521 DEPT OF PLANNING & DEVELOPMENT		\$752,810.36	\$673,634.00	\$214,384.42	\$668,062.00	\$668,062.00	

521 DEPARTMENT OF PLANNING & DEVELOPMENT										
PERSONNEL SERVICES										
						FY22	FY23			FY23
						DEPT	MAYOR			MAYOR
						FTE	FTE			& Council
DEPT	POSITION		CLASS/ STEP	HOURS	STAFF	REQ	REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 MAYOR & Council REC
01-521-1-5111	Director of Planning & Development ¹	Matt Lattanzi	UNCL	35	1	0.50	0.50	\$115,000	\$59,225	\$59,225
01-521-1-5111	Deputy Director of Planning & Development ³	Vacant	UNCL	35	0.40	0	0	\$39,270	\$0	\$0
01-521-1-5111	Affordable Housing Coordinator ⁴	Vacant	UNCL	35	0	1	1	\$0	\$85,000	\$85,000
01-521-1-5111	Sustainability Coord/Environ Planner ²	Tom Philbin	UNCL	35	0.32	0.50	0.50	\$24,480	\$39,399	\$39,399
01-521-1-5111	Economic Development Planner	Vacant	UNCL	35	1	1	1	\$80,000	\$80,000	\$80,000
01-521-1-5111	Planning Specialist ⁴	Vacant	UNCL	35	0	1	1	\$0	\$65,000	\$65,000
01-521-1-5111	Affordable Housing Coordinator ³	Vacant	UNCL	35	1	0	0	\$75,000	\$0	\$0
01-521-1-5111	Administrative Assistant ⁵	Jeannie Vitukevich	A-6U/8	35	0.30	0.30	0.30	\$20,533	\$20,088	\$20,088
01-521-1-5143	Administrative Assistant	Jeannie Vitukevich	Longevity					\$1,250	\$1,250	\$1,250
					6	5	5			
521	Planning & Development TOTAL									
								Salary (5111)	\$354,284	\$348,712
								Overtime (5130)	\$100	\$100
								Longevity (5143)	\$1,250	\$1,250
								General Fund Total	\$355,634	\$350,062
										\$350,062
Notes to Budget:										
¹ Partially funded by grant (see below). Annual salary is \$118,450.										
² Partially funded by grant (see below). Annual salary is \$78,798.										
³ Not requesting funding for this position in FY23.										
⁴ Requesting funding for this new position in FY23.										
⁵ Partially funded by grant (see below). Annual salary is \$66,703.										
CDBG	Director of Planning & Development ¹	Matt Lattanzi	UNCL		1	0.50	0.50	\$59,670	\$59,225	\$59,225
CDBG	Sustainability Coord/Environ Planner ²	Tom Philbin	UNCL		0.68	0.50	0.50	\$52,020	\$39,399	\$39,399
CDBG	Administrative Assistant ⁵	Jeannie Vitukevich	A-6U/8		0.70	0.70	0.70	\$42,976	\$46,872	\$46,872
521	Planning & Development TOTAL				0	0	0	\$154,666	\$145,496	\$145,496

(521) Planning & Development - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	354,284	348,712	(5,572)	-2%	3% COLA on administrative salary. We are not requesting funding for 1 position (Deputy Director of Planning & Development). We are requesting salary for two new positions (Affordable Housing Coord. & Planning Specialist).
Overtime	100	100	0	0%	As needed for A-6U Administrative Assistant.
Longevity	1,250	1,250	0	0%	Ms. Vitukevich (\$1,250).
Total Personnel Services	\$355,634	\$350,062	(\$5,572)	-2%	
General Operating Expenses					
Professional Services	300,000	300,000	0	0%	Includes: police details, appraisal work, printing services, consultant work related to drafting new policies/ordinances (includes: housing and economic development).
GIS Expenses	5,000	5,000	0	0%	GIS software, plotter and scanner supplies, technical support.
Office Supplies	5,000	5,000	0	0%	WB Mason
Professional Development	8,000	8,000	0	0%	To support staff with specialized workshops and trainings relative to needs.
Total Expenditures	\$318,000	\$318,000	\$0	0%	
Total	\$673,634	\$668,062	(\$5,572)	-1%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

522 - TRANSPORTATION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-522-1-5111	SALARIES	\$0.00	\$180,000.00	\$90,920.47	\$183,303.00	\$183,303.00	_____
01-522-1-5120	INTERNSHIPS	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	_____
01-522-1-5130	OVERTIME	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	_____
PERSONNEL Total:		\$0.00	\$185,100.00	\$90,920.47	\$188,403.00	\$188,403.00	
EXPENSES							
01-522-2-5300	PROFESSIONAL SERVICES	\$0.00	\$300,000.00	\$42,140.45	\$300,000.00	\$300,000.00	_____
01-522-2-5420	OFFICE SUPPLIES	\$0.00	\$2,000.00	\$607.72	\$2,000.00	\$2,000.00	_____
01-522-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	_____
EXPENSES Total:		\$0.00	\$305,000.00	\$42,748.17	\$305,000.00	\$305,000.00	
522 TRANSPORTATION Total:		\$0.00	\$490,100.00	\$133,668.64	\$493,403.00	\$493,403.00	

(522) Transportation - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	180,000	183,303	3,303	2%	3% COLA on administrative salary.
Internships	5,000	5,000	0	0%	These are paid internships with preference given to Everett students interested in the field of planning (or related field). We would like to reach out to the local colleges and universities about this opportunity. Our goal is to have 1-2 students throughout the calendar year. While some students may receive college credit, the stipend will help defray the cost of school related expenses. Typical hourly rate is \$16 to \$18/hour.
Overtime	100	100	0	0%	When overtime is requested in lieu of comp time for A-8U Administrative Assistant.
Total Personnel Services	\$185,100	\$188,403	\$3,303	2%	
General Operating Expenses					
Professional Services	300,000	300,000	0	100%	Includes: police details, appraisal work, printing services, consultant work related to drafting new policies/ordinances.
Office Supplies	2,000	2,000	0	100%	WB Mason
Professional Development	3,000	3,000	0	100%	To support all staff with specialized workshops and trainings relative to needs.
Total Expenditures	\$305,000	\$305,000	\$0	100%	
Total	\$490,100	\$493,403	\$3,303	100%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

541 - COUNCIL ON AGING		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-541-2-5420	OFFICE SUPPLIES	\$0.00	\$2,500.00	\$375.00	\$3,500.00	\$3,500.00	_____
01-541-2-5780	SENIOR ACTIVITIES EXPENSES	\$30,129.73	\$45,000.00	\$18,591.91	\$48,500.00	\$48,500.00	_____
EXPENSES Total:		\$30,129.73	\$47,500.00	\$18,966.91	\$52,000.00	\$52,000.00	
541 COUNCIL ON AGING Total:		\$30,129.73	\$47,500.00	\$18,966.91	\$52,000.00	\$52,000.00	

(541) Council on Aging - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Personnel Services					
Office Supplies	2,500	3,500	1,000	40%	Increase in toner cartridges - more fliers and info to seniors to promote upcoming events.
Senior Activities Expenses	45,000	48,500	3,500	8%	Pays for all the supplies used to have events in the Senior Center, including paper products, repairs to the Bingo board, decorations, coffee, food at some of the senior events, musical bands and singers for senior entertainment, etc.
Total	\$47,500	\$52,000	\$4,500	9%	

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543 - OFFICE OF VETERANS SERVICES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-543-1-5111	SALARIES	\$73,826.03	\$81,388.00	\$66,137.46	\$82,403.00	\$82,403.00	_____
01-543-1-5113	PART TIME SALARY	\$27,550.33	\$30,847.00	\$26,950.48	\$32,983.00	\$32,983.00	_____
01-543-1-5143	LONGEVITY	\$800.00	\$800.00	\$0.00	\$800.00	\$800.00	_____
01-543-1-5144	ACTING GRADE	\$705.37	\$0.00	\$0.00	\$0.00	\$0.00	_____
PERSONNEL Total:		\$102,881.73	\$113,035.00	\$93,087.94	\$116,186.00	\$116,186.00	
EXPENSES							
01-543-2-5252	VETERAN BURIALS	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	_____
01-543-2-5351	WREATHS	\$780.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00	_____
01-543-2-5420	OFFICE SUPPLIES	\$696.36	\$1,200.00	\$435.12	\$1,200.00	\$1,200.00	_____
01-543-2-5700	CITY FLAGS	\$5,578.74	\$7,000.00	\$1,539.69	\$9,000.00	\$9,000.00	_____
01-543-2-5701	VETERANS PLAQUES & SIGNS	\$2,265.00	\$4,000.00	\$3,305.00	\$6,000.00	\$6,000.00	_____
01-543-2-5706	WELCOME HOME BANNERS	\$0.00	\$1,000.00	\$0.00	\$1,500.00	\$1,500.00	_____
01-543-2-5708	GRADUATE TO GUARDIANS PROGRAM	\$0.00	\$500.00	\$0.00	\$1,000.00	\$1,000.00	_____
01-543-2-5709	THANK A VET PROGRAM	\$0.00	\$500.00	\$0.00	\$750.00	\$750.00	_____
01-543-2-5713	POST 9/11 MEMORIAL	\$0.00	\$3,500.00	\$1,709.00	\$3,500.00	\$3,500.00	_____
01-543-2-5715	TRAVEL	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	_____
01-543-2-5716	PROFESSIONAL DEVELOPMENT	\$519.00	\$750.00	\$470.00	\$750.00	\$750.00	_____
01-543-2-5770	VET BEN-ALLOWANCE	\$366,914.44	\$400,000.00	\$212,262.32	\$400,000.00	\$400,000.00	_____
01-543-2-5775	VET BEN-DR / DENTIST / HOSPITAL	\$616.99	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	_____
01-543-2-5777	VET BEN-MEDEX	\$8,297.09	\$15,000.00	\$5,955.37	\$15,000.00	\$15,000.00	_____
01-543-2-5783	VETERANS DAY	\$852.00	\$1,000.00	\$384.53	\$1,000.00	\$1,000.00	_____
01-543-2-5785	CITY MEMORIAL DAY EXPENSES	\$1,273.44	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	_____
EXPENSES Total:		\$387,793.06	\$464,450.00	\$231,061.03	\$471,700.00	\$471,700.00	
543 OFFICE OF VETERANS SERVICES Total:		\$490,674.79	\$577,485.00	\$324,148.97	\$587,886.00	\$587,886.00	

(543) Veterans' Services - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	81,388	82,403	1,015	1%	3% COLA on administrative salary.
Part Time Salary	30,847	32,983	2,136	7%	Local 25 Clerical union increased 3% per contract settlement.
Longevity	800	800	0	0%	Ms. Cristiano
Total Personnel Services	\$113,035	\$116,186	\$3,151	3%	
General Operating Expenses					
Veteran Burials	15,000	15,000	0	0%	This account is a result of the Commonwealth's FY19 State Budget - commonly referred to as the BRAVE Act. The BRAVE Act increases the burial expense paid by the Commonwealth from \$2K to \$4K for indigent veterans to receive an adequate & dignified funeral. It became effective on Veterans Day, November 11, 2018. Like all of our veterans benefits, this is part of the reimbursement split of 75% Commonwealth and 25% City of Everett.
Wreaths	5,000	7,000	2,000	40%	For military markers and memorials in advance of Memorial Day.
Office Supplies	1,200	1,200	0	0%	W.B. Mason office supplies and other ancillary office supplies.
City Flags	7,000	9,000	2,000	29%	US Flags are placed at Glenwood & Woodlawn cemetery in advance of Memorial Day as well as ongoing replacement flags on all municipal buildings, playgrounds and parks throughout the year.
Veterans Plaques & Signs	4,000	6,000	2,000	50%	Many Memorial square signs are in need of replacement due to wear and tear. Additionally, this line item is also used to add Everett WWII Veterans to the WWII Memorial Wall located at the Veterans Memorial Stadium.
Welcome Home Banners	1,000	1,500	500	50%	Promotional materials to welcome home our heroes as well as promote upcoming Veteran events.
Graduate to Guardians	500	1,000	500	100%	This program's target audience is any senior in high school who has already signed up via the Armed Forces Delayed Entry Program.

Continued...

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Thank-a-Vet Program	500	750	250	50%	The Thank-a-Vet Program provides wallet size City of Everett Veteran ID cards which enables our veterans access to certain ancillary benefits such as Veteran discounts and savings offered by a wide range of proprietary venues. The interested party is required to provide a copy of their DD214 and same will be kept on file at the Veterans Office. The cost savings in this line item is due to the successful collaboration with the City of Everett Human Resources Department who now generously provides the ID card.
Post 911 Memorial	3,500	3,500	0	0%	Next phase of this important project will be to determine a suitable external location within the city limits and erect a post 9/11 Memorial that recognizes the sacrifice and service of this subset of Everett Veterans.
Travel	500	500	0	0%	Each year, the VSO attends seminars and trainings and in some cases, the location is not in nearby Boston, but in Leominster, Bedford or Lowell etc.. This line item is for any/all reimbursements for travel to include tolls, gas mileage, etc.
Professional Development	750	750	0	0%	We use this line item to be able to attend seminars or limited on-line courses that charge a minimal fee as often the latest updates are available first through these type of seminars and on-line courses.
Vet Ben Allowance	400,000	400,000	0	0%	MGL Chapter 115 client case-load continues to increase. While almost every municipality is seeing decreases in their client case load, this office continues to promote this valuable resource to income eligible veterans. This provides monetary assistance for day to day expenses as well as housing, fuel and some medical reimbursements. The DVS has increased the benefit amount payable for ordinary benefits as well as the monthly fuel allowance.
Vet Ben Dentist & Hospital	7,500	7,500	0	0%	Hospital and dental reimbursements.
Vet Ben Medex	15,000	15,000	0	0%	Medicare and MediGap reimbursements.
Veterans Day	1,000	1,000	0	0%	Ancillary costs to host event.
City Memorial Day Expenses	2,000	2,000	0	0%	Ancillary costs to host event.
Total Expenditures	\$464,450	\$471,700	\$7,250	2%	
Total	\$577,485	\$587,886	\$10,401	2%	

City of Everett
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544 - DISABILITY COMMISSION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
01-544-1-5191	STIPEND	\$8,575.04	\$10,700.00	\$7,666.70	\$10,700.00	\$10,700.00	_____
PERSONNEL Total:		\$8,575.04	\$10,700.00	\$7,666.70	\$10,700.00	\$10,700.00	_____
EXPENSES							
01-544-2-5420	OFFICE SUPPLIES	\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	_____
EXPENSES Total:		\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	_____
544 DISABILITY COMMISSION Total:		\$8,575.04	\$10,950.00	\$7,666.70	\$10,950.00	\$10,950.00	_____

(544) Disability Commission - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Stipends	10,700	10,700	\$0	0%	Stipend paid to Board members.
Total Personnel Services	\$10,700	\$10,700	\$0	0%	
General Operating Expenses					
Office Supplies	250	250	\$0	0%	Miscellaneous office supplies.
Total Expenditures	\$250	\$250	\$0	0%	
Total Disability Comm	\$10,950	\$10,950	\$0	0%	

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599 - OFFICE OF HUMAN SERVICES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-599-1-5111	SALARIES	\$201,602.05	\$373,950.00	\$258,954.76	\$423,061.00	\$423,061.00	_____
01-599-1-5113	PART TIME	\$1,470.00	\$36,263.00	\$3,345.00	\$44,691.00	\$44,691.00	_____
01-599-1-5130	OVERTIME	\$-0.01	\$0.00	\$0.00	\$0.00	\$0.00	_____
01-599-1-5143	LONGEVITY	\$2,500.00	\$2,050.00	\$2,975.00	\$800.00	\$800.00	_____
01-599-1-5144	ABOVER GRADE DIFF	\$0.00	\$3,500.00	\$2,068.20	\$0.00	\$0.00	_____
PERSONNEL Total:		\$205,572.04	\$415,763.00	\$267,342.96	\$468,552.00	\$468,552.00	
EXPENSES							
01-599-2-5302	DOMESTIC VIOLENCE PREVENTION	\$17,500.00	\$14,000.00	\$0.00	\$14,000.00	\$14,000.00	_____
01-599-2-5420	OFFICE SUPPLIES	\$6,965.67	\$3,500.00	\$3,344.49	\$3,500.00	\$3,500.00	_____
01-599-2-5431	EALC OFFICE SUPPLIES	\$1,499.99	\$2,000.00	\$1,090.77	\$2,000.00	\$2,000.00	_____
01-599-2-5434	EALC BOOKS/CLASS SUPPLIES	\$9,382.20	\$11,000.00	\$287.88	\$11,000.00	\$11,000.00	_____
01-599-2-5780	SOCIAL SERVICES	\$0.00	\$20,000.00	\$2,925.00	\$20,000.00	\$20,000.00	_____
01-599-2-5781	ELDER SERVICES	\$50,112.93	\$80,000.00	\$141,275.92	\$90,000.00	\$90,000.00	_____
EXPENSES Total:		\$85,460.79	\$130,500.00	\$148,924.06	\$140,500.00	\$140,500.00	
599 OFFICE OF HUMAN SERVICES Total:		\$291,032.83	\$546,263.00	\$416,267.02	\$609,052.00	\$609,052.00	

(599) Human Services - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	373,950	423,061	49,111	13%	Local 25 Clerical members 3% increase per contract settlement. 3% COLA on most administrative salaries.
Part Time Salaries	36,263	44,691	8,428	23%	3% COLA on most administrative salaries.
Longevity	2,050	800	800		
Above Grade Diff	3,500	0	(3,500)	-100%	Mr. Palma \$800.
Total Personnel Services	\$415,763	\$468,552	\$52,789	13%	
General Operating Expenses					
Domestic Violence	14,000	14,000	0	0%	Contracts with a domestic violence prevention agency, usually Portal to Hope, to provide services to Everett residents who are affected by the crimes of domestic violence, sexual assault and stalking. Some of the community based services are crisis intervention, counseling and support groups, emergency shelter and assistance with permanent housing, job placement assistance, legal advocacy and youth programs.
Office Supplies	3,500	3,500	0	0%	General supplies.
EALC Office Supplies	2,000	2,000	0	0%	Not covered by EALC tuition.
EALC Books/Class Supplies	11,000	11,000	0	0%	Not covered by EALC tuition.
Social Services	20,000	20,000	0	0%	Used for individuals and agencies to provide services that are deemed necessary by the Director of Human Services. Most often, it is used to supplement the Elderly Medical and Nutritional Shopping Programs. Special requests may also come from the Dept. of Children and Families, the Everett Adult Learning Center, Tri-Cap or Mystic Valley Elder Services.
Elder Services	80,000	90,000	10,000	13%	Medical and nutritional shopping transportation for the city's portion to offset the grant from the Executive Office of Elder Affairs. We pay \$16,916 as a cash match for Mystic Valley Elder Services.
Total Expenditures	\$130,500	\$140,500	\$10,000	8%	
Total	\$546,263	\$609,052	\$62,789	11%	

City of Everett
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610 - DEPARTMENT OF LIBRARIES							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-610-1-5111	SALARIES	\$452,837.32	\$737,839.00	\$445,434.74	\$868,759.00	\$868,759.00	
01-610-1-5113	PART TIME	\$10,944.32	\$158,917.00	\$88,939.50	\$158,917.00	\$158,917.00	
01-610-1-5120	OTHER PERSONNEL SERVICES	\$0.00	\$0.00	\$270.00	\$0.00	\$0.00	
01-610-1-5130	OVERTIME	\$0.00	\$0.00	\$-637.20	\$0.00	\$0.00	
01-610-1-5143	LONGEVITY	\$4,366.70	\$2,750.00	\$2,950.00	\$4,450.00	\$4,450.00	
01-610-1-5146	LIBRARY TRUSTEE STIPEND	\$23,215.65	\$26,200.00	\$20,432.92	\$26,200.00	\$26,200.00	
PERSONNEL Total:		\$491,363.99	\$925,706.00	\$557,389.96	\$1,058,326.00	\$1,058,326.00	
EXPENSES							
01-610-2-5240	EQUIPMENT REPAIR & MAINTENANCE	\$8,093.32	\$17,632.00	\$10,740.33	\$9,000.00	\$9,000.00	
01-610-2-5241	EQUIPMENT & OTHER	\$2,373.50	\$10,250.00	\$8,721.57	\$6,000.00	\$6,000.00	
01-610-2-5420	OFFICE SUPPLIES	\$8,836.03	\$9,500.00	\$8,266.94	\$9,500.00	\$9,500.00	
01-610-2-5423	NON PRINT MEDIA	\$25,459.77	\$55,000.00	\$23,157.55	\$56,100.00	\$56,100.00	
01-610-2-5430	PROPERTY MAINTENANCE	\$5,995.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-610-2-5586	BOOKS MAGAZINES & PAPERS	\$53,568.04	\$65,000.00	\$35,322.57	\$69,300.00	\$69,300.00	
01-610-2-5710	PROFESSIONAL DEVELOPMENT	\$304.44	\$1,700.00	\$0.00	\$1,700.00	\$1,700.00	
01-610-2-5711	TUITION REIMBURSEMENT	\$4,000.00	\$16,000.00	\$0.00	\$16,000.00	\$16,000.00	
01-610-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$43,222.98	\$63,422.00	\$51,138.52	\$76,009.00	\$76,009.00	
PARLIN LIBRARY Total:		\$151,853.08	\$238,504.00	\$137,347.48	\$243,609.00	\$243,609.00	
01-611-2-5240	EQUIPMENT REPAIRS & MAINTENANCE	\$3,212.21	\$4,000.00	\$3,131.00	\$4,000.00	\$4,000.00	
01-611-2-5344	POSTAGE	\$0.00	\$205.00	\$0.00	\$205.00	\$205.00	
01-611-2-5420	OFFICE SUPPLIES	\$2,781.82	\$4,300.00	\$3,106.98	\$5,000.00	\$5,000.00	
01-611-2-5510	BOOKS MAGAZINES & NEWSPAPERS	\$26,013.44	\$28,500.00	\$17,147.04	\$29,070.00	\$29,070.00	
01-611-2-5512	NON PRINT MEDIA	\$10,275.94	\$20,000.00	\$3,348.14	\$20,400.00	\$20,400.00	
01-611-2-5710	PROFESSIONAL DEVELOPMENT	\$0.00	\$700.00	\$0.00	\$700.00	\$700.00	
01-611-2-5793	LIBRARY NOBLE NETWORK SERVICE	\$3,564.00	\$7,740.00	\$6,601.21	\$7,740.00	\$7,740.00	
SHUTE LIBRARY Total:		\$45,847.41	\$65,445.00	\$33,334.37	\$67,115.00	\$67,115.00	
EXPENSES Total:		\$197,700.49	\$303,949.00	\$170,681.85	\$310,724.00	\$310,724.00	
610 DEPARTMENT OF LIBRARIES Total:		\$689,064.48	\$1,229,655.00	\$728,071.81	\$1,369,050.00	\$1,369,050.00	

610 DEPARTMENT OF LIBRARIES										
PERSONNEL SERVICES										
						FY22	FY23			FY23
						DEPT	MAYOR			MAYOR
DEPT	POSITION		CLASS/ STEP	HOURS	FTE STAFF	FTE REQ	FTE REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 & Council REC
01-610-1-5111	Director ¹	Kevin Sheehan	UNCL	35	1	1	1	\$92,000	\$94,763	\$94,763
01-610-1-5111	Branch Librarian (Shute Library) ²	Trisha To	ELSA 8/6	35	1	1	1	\$67,815	\$70,833	\$70,833
01-610-1-5111	Technical Services Librarian ²	Mark Parisi	ELSA 7/8	35	1	1	1	\$66,979	\$68,578	\$68,578
01-610-1-5143	Technical Services Librarian	Mark Parisi	Longevity					\$1,500	\$1,500	\$1,500
01-610-1-5111	Technical Services Librarian ^{2 4}	Vacant	ELSA 7/8	35	0	1	1	\$0	\$68,578	\$68,578
01-610-1-5111	Reference Librarian ²	Kathleen Slipp	ELSA 7/8	35	1	1	1	\$66,979	\$68,578	\$68,578
01-610-1-5111	Information Services Librarian ²	Vacant	ELSA 7/2	35	1	1	1	\$56,361	\$57,714	\$57,714
01-610-1-5111	Youth Services Librarian (Shute Library) ²	Vacant	ELSA 7/2	35	1	1	1	\$56,361	\$57,714	\$57,714
01-610-1-5111	Youth Services Librarian ²	Ashley Kempkes	ELSA 7/4	35	1	1	1	\$58,347	\$61,832	\$61,832
01-610-1-5111	Technical Services Assistant ²	Gayle Joseph	ELSA 5/5	35	1	1	1	\$49,548	\$54,359	\$54,359
01-610-1-5143	Technical Services Assistant	Gayle Joseph	Longevity					\$0	\$1,700	\$1,700
01-610-1-5111	Head of Circulation ²	Victoria Strand	ELSA 5/3	35	1	1	1	\$47,914	\$50,726	\$50,726
01-610-1-5111	Administrative Assistant ³	Margaret Mattuchio	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
01-610-1-5143	Administrative Assistant	Margaret Mattuchio	Longevity					\$1,250	\$1,250	\$1,250
01-610-1-5111	Library Aide ¹	Arthi Bathey	UNCL	35	1	1	1	\$37,342	\$38,464	\$38,464
01-610-1-5111	Library Aide ¹	Joanne Crafts	UNCL	35	1	1	1	\$37,342	\$38,464	\$38,464
01-610-1-5111	Library Aide ¹	Stephen Short	UNCL	35	1	1	1	\$37,342	\$35,598	\$35,598
01-610-1-5111	Library Aide ^{1 4}	Vacant	UNCL	35	0	1	1	\$0	\$35,598	\$35,598
01-610-1-5113	Employees - Part Time		UNCL	Varies				\$158,917	\$158,917	\$158,917
01-610-1-5146	Library Trustees Stipend		Board	13	0	0	0	\$26,200	\$26,200	\$26,200
					13	15	15			
610	Library TOTAL									
								Salary (5111)	\$737,839	\$868,759
								Part Time (5113)	\$158,917	\$158,917
								Longevity (5143)	\$2,750	\$4,450
								Library Trustees Stipend (5146)	\$26,200	\$26,200
								Personnel Total:	\$925,706	\$1,058,326
Notes to Budget:										
¹ 3% increase for administrative personnel.										
² ELSA union personnel increased 2% in anticipation of contract settlement.										
³ Local 25 Clerical increased 3% per contract settlement.										
⁴ Requesting new position in FY23.										

(610) Library - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	737,839	868,759	130,920	18%	3% COLA on administrative salary. 2% increase for ELSA in anticipation of contract settlement. Local 25 Clerical increased 3% per contract. Added Technical Services Librarian to have overlap in anticipation of incumbent's retirement in April '23. Added a full time Library Aide to assist in return to pre-covid hours.
Part Time Salaries	158,917	158,917	0	0%	Level funded. If FT Library Aide is added less will be spent from this account.
Longevity	2,750	4,450	1,700	62%	10+ years of service. Mr. Parisi, Ms. Joseph and Ms. Mattuchio.
Library Trustees Stipend	26,200	26,200	0	0%	\$2,200 for Chair and \$2K for each member (12)
Total Personnel Services	\$925,706	\$1,058,326	\$132,620	14%	
General Operating Expenses					
Equipment Repair & Maint	17,632	9,000	(8,632)	-49%	Intending to revitalize the furniture in the Parlin Library, particularly the seating, to modernize the look of the interior of the library as well as provide more comfortable places for our patrons.
Equipment & Other	10,250	6,000	(4,250)	-41%	Software licenses for 37 computers (\$2,250). Cost of Comcast subscription. Software and equipment for new security cameras.
Office Supplies	9,500	9,500	0	0%	Covers cost for paper, toner & maintenance (\$320/month). Mylar book covers, labels, protective & replacement containers for damaged CD's, DVD's & audiobook containers. Cleaning supplies for AV materials. Program media, color paper, craft & other supplies. Added funding for MLS deliveries.
Non Print Media	55,000	56,100	1,100	2%	CD's, DVD's, multi-media, such as a story book with tape or CD or English language learning book & CD. Purchase of databases via NOBLE or directly from the publisher. Also includes the yearly microfilming of three local newspapers. Expand collection of NOBLE eBooks.
Books, Magazines, Papers	65,000	69,300	4,300	7%	Replacement cost of outdated materials after a large weeding-effort performed at the Parlin during the pandemic.
Professional Development	1,700	1,700	0	0%	Fees paid for MBLC, ALA, MLS, etc. conferences & workshops. Consistently encouraging all full-time staff to engage in skills development.
Tuition Reimbursement	16,000	16,000	0	0%	Per ELSA contract.
Continued...					

	FY22	FY23	\$	%	
	Budget	Request	+ / -	+ / -	
Library Noble Network Service	63,422	76,009	12,587	20%	Everett's share in the NOBLE consortium membership. Also includes subscriptions to Ancestry, ProQuest, and other online resources.
Equipment Repairs & Maint	4,000	4,000	0	0%	Purchasing display materials to promote collection and services. Replacement of printers, document scanners. Additional purchases as reasonably foreseeable.
Postage	205	205	0	0%	Stamps for overdue notices, bills for books never returned.
Office Supplies	4,300	5,000	700	16%	See Office Supplies above.
Books, Magazines, Papers	28,500	29,070	570	2%	For titles purchased to replace damage and titles and update antiquated titles in the Non-Fiction Collection, and to expand the overall print-collection in the Shute.
Non Print Media	20,000	20,400	400	2%	Will continue to fund for vendors fee and accounts for the beginning of an updating project for the music and video collections.
Professional Development	700	700	0	0%	See Professional Development above.
Library Noble Network Service	7,740	7,740	0	0%	Increase in computer maintenance due to increase in computers.
Total Expenditures	\$303,949	\$310,724	\$6,775	2%	
Total	\$1,229,655	\$1,369,050	\$139,395	11%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

630 - OFFICE OF HEALTH AND WELLNESS							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
PERSONNEL							
01-630-1-5111	SALARIES	\$202,735.60	\$340,658.00	\$97,419.02	\$349,428.00	\$349,428.00	_____
01-630-1-5113	PART TIME	\$0.00	\$0.00	\$2,303.50	\$0.00	\$0.00	_____
01-630-1-5143	LONGEVITY	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	_____
01-630-1-5193	CLOTHING ALLOWANCE	\$350.00	\$700.00	\$0.00	\$700.00	\$700.00	_____
PERSONNEL Total:		\$204,085.60	\$341,358.00	\$100,722.52	\$351,128.00	\$351,128.00	
EXPENSES							
01-630-2-5240	EQUIPMENT MAINTENANCE	\$0.00	\$5,000.00	\$1,349.29	\$22,000.00	\$22,000.00	_____
01-630-2-5241	EQUIPMENT LEASE	\$0.00	\$17,000.00	\$5,791.48	\$0.00	\$0.00	_____
01-630-2-5352	WELLNESS PROGRAM EXPENSES	\$0.00	\$10,000.00	\$1,616.00	\$230,000.00	\$230,000.00	_____
01-630-2-5420	OFFICE SUPPLIES	\$0.00	\$2,500.00	\$1,992.66	\$2,500.00	\$2,500.00	_____
01-630-2-5585	UNIFORMS	\$0.00	\$5,000.00	\$0.00	\$15,000.00	\$15,000.00	_____
EXPENSES Total:		\$0.00	\$39,500.00	\$10,749.43	\$269,500.00	\$269,500.00	
630 OFFICE OF HEALTH AND WELLNESS		\$204,085.60	\$380,858.00	\$111,471.95	\$620,628.00	\$620,628.00	

630 OFFICE OF HEALTH & WELLNESS										
PERSONNEL SERVICES										
						FY23	FY23			
					FY22	DEPT	MAYOR		FY23	FY23
					F T E	F T E	F T E		DEPT	MAYOR
DEPT	POSITION		CLASS/ STEP	HOURS	STAFF	REQ	REC	APPROPRIATION	REQUEST	& Council REC
01-630-1-5111	Recreational Director	Vacant	UNCL	35	1	1	1	\$90,000	\$90,000	\$90,000
01-630-1-5111	Program Coordinator	Gerard Boyce	UNCL	35	1	1	1	\$75,000	\$75,000	\$75,000
01-630-1-5111	Youth Program Coordinator	Vacant	UNCL	35	1	1	1	\$65,000	\$65,000	\$65,000
01-630-1-5111	Administrative Assistant ¹	Karen Martinelli	A-6U/7	30	0.86	0.86	0.86	\$51,839	\$57,394	\$57,394
01-630-1-5143	Administrative Assistant	Karen Martinelli	Longevity					\$0	\$1,000	\$1,000
01-630-1-5111	Custodian General Maintenance ²	Vacant	W-7U/4	40	1	1	1	\$58,819	\$62,034	\$62,034
01-630-1-5193	Custodian General Maintenance	Vacant	Clothing					\$700	\$700	\$700
					4.86	4.86	4.86			
630	Health & Wellness TOTAL									
								Salary (5111)	\$340,658	\$349,428
								Longevity (5143)	\$0	\$1,000
								Clothing Allowance (5193)	\$700	\$700
								Personnel Total:	\$341,358	\$351,128

Notes to Budget:

¹ Local 25 DPW & Clerical unions 3% increase per contract settlement.

(630) Health & Wellness - Notes to Budget

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Personnel Services					
Salaries	340,658	349,428	8,770	3%	The Health & Wellness Center is operational. Local 25 Clerical and DPW 3% increase per contract. There are 3 vacancies.
Longevity	0	1,000	1,000	100%	Ms. Martinelli
Clothing Allowance	700	700	0	0%	Contractual per Local 25 DPW - \$700.
Total Personnel Services	\$341,358	\$351,128	\$9,770	3%	
General Operating Expenses					
Equipment Maintenance	5,000	22,000	17,000	340%	For maintenance for all Wellness Center equipment.
Equipment Lease	17,000	0	(17,000)	-100%	Not requesting funding in FY23.
Wellness & Recreation Program Expenses	10,000	230,000	220,000	2200%	Adding new programs and kids programs to kidzone area. New recreational programs, 1/2 of contract for management services. Weights, mats, basketball nets, etc.
Office Supplies	2,500	2,500	0	0%	Paper, toner cartridges, all other general office supplies.
Uniforms / Other	5,000	15,000	10,000	200%	Other expenses not anticipated.
Total Expenditures	\$39,500	\$269,500	\$230,000	582%	
Total	\$380,858	\$620,628	\$239,770	63%	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

710 - RETIREMENT OF DEBT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
DEBT SERVICE							
01-710-9-5905	APRIL 23,2015	\$1,065,000.00	\$1,065,000.00	\$1,065,000.00	\$1,065,000.00	\$1,065,000.00	_____
01-710-9-5906	JAN 25, 2022 GOB	\$0.00	\$0.00	\$0.00	\$1,300,000.00	\$1,300,000.00	_____
01-710-9-5977	DEC 12,2012 SCHOOL REMODELING	\$125,000.00	\$120,000.00	\$120,000.00	\$0.00	\$0.00	_____
01-710-9-5981	OCT 25,2007 MSBA HIGH SCHOOL 2%	\$449,416.00	\$449,416.00	\$0.00	\$449,416.00	\$449,416.00	_____
01-710-9-5982	AUG 1,2009 SCHOOL REMOD-PARLIN	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00	_____
01-710-9-5984	DEC 20,2013	\$735,000.00	\$675,000.00	\$1,102,024.53	\$675,000.00	\$675,000.00	_____
01-710-9-5985	FEB 6,2014	\$265,000.00	\$265,000.00	\$582,896.88	\$265,000.00	\$265,000.00	_____
01-710-9-5986	Feb. 18, 2016	\$1,640,000.00	\$930,000.00	\$960,000.00	\$925,000.00	\$925,000.00	_____
01-710-9-5987	Feb. 19, 2008 Sec 108 HUD Loan	\$0.00	\$80,000.00	\$0.00	\$84,000.00	\$84,000.00	_____
01-710-9-5988	FEB 2017	\$891,000.00	\$890,000.00	\$910,000.00	\$666,000.00	\$666,000.00	_____
01-710-9-5991	MAY 3, 2018	\$1,405,000.00	\$1,355,000.00	\$0.00	\$1,335,000.00	\$1,335,000.00	_____
01-710-9-5992	APRIL 4, 2019	\$1,895,000.00	\$1,810,000.00	\$0.00	\$1,785,000.00	\$1,785,000.00	_____
01-710-9-5995	FEB 11, 2021 GOB	\$0.00	\$160,000.00	\$10,660,000.00	\$160,000.00	\$160,000.00	_____
01-710-9-5998	NOV 17, 2020 GOB	\$0.00	\$1,135,000.00	\$1,135,000.00	\$1,130,000.00	\$1,130,000.00	_____
DEBT SERVICE Total:		\$8,570,416.00	\$9,034,416.00	\$16,534,921.41	\$9,839,416.00	\$9,839,416.00	
710 RETIREMENT OF DEBT Total:		\$8,570,416.00	\$9,034,416.00	\$16,534,921.41	\$9,839,416.00	\$9,839,416.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

751 - LONG TERM DEBT INTEREST							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
DEBT SERVICE							
01-751-9-5905	APRIL 23,2015	\$284,357.00	\$241,758.00	\$241,756.26	\$199,156.00	\$199,156.00	
01-751-9-5906	JAN 25, 2022 GOB	\$0.00	\$0.00	\$0.00	\$793,461.00	\$793,461.00	
01-751-9-5977	DEC12,2012 SCHOOL REMODELING	\$4,900.00	\$2,400.00	\$1,200.00	\$0.00	\$0.00	
01-751-9-5981	OCT 25,2007 MSBA HIGH SCHOOL 2%	\$116,848.00	\$107,860.00	\$0.00	\$98,871.00	\$98,871.00	
01-751-9-5982	AUG 1,2009 SCHOOL REMODEL-PARLIN	\$39,125.00	\$35,126.00	\$0.00	\$0.00	\$0.00	
01-751-9-5984	DEC 20,2013	\$124,043.00	\$104,731.00	\$68,337.89	\$84,480.00	\$84,480.00	
01-751-9-5985	FEB 6,2014	\$73,869.00	\$65,920.00	\$52,896.88	\$57,969.00	\$57,969.00	
01-751-9-5986	Feb. 18, 2016	\$394,300.00	\$328,700.00	\$334,700.00	\$291,500.00	\$291,500.00	
01-751-9-5988	FEB 2017	\$408,661.00	\$366,322.00	\$183,659.38	\$321,819.00	\$321,819.00	
01-751-9-5991	MAY 3, 2018	\$480,882.00	\$410,631.00	\$0.00	\$342,881.00	\$342,881.00	
01-751-9-5992	APRIL 4, 2019	\$725,100.00	\$614,750.00	\$315,175.00	\$524,250.00	\$524,250.00	
01-751-9-5997	FEB 11, 2021 GOB	\$0.00	\$76,319.00	\$285,736.11	\$70,500.00	\$70,500.00	
01-751-9-5998	NOV 17, 2020 GOB	\$0.00	\$833,040.00	\$833,039.67	\$629,538.00	\$629,538.00	
DEBT SERVICE Total:		\$2,652,085.00	\$3,187,557.00	\$2,316,501.19	\$3,414,425.00	\$3,414,425.00	
751 LONG TERM DEBT INTEREST Total:		\$2,652,085.00	\$3,187,557.00	\$2,316,501.19	\$3,414,425.00	\$3,414,425.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

752 - SHORT TERM DEBT INTEREST		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
DEBT SERVICE							
01-752-9-5925	INT ON TEMP LOANS	\$229,128.75	\$210,000.00	\$0.00	\$0.00	\$0.00	_____
DEBT SERVICE Total:		\$229,128.75	\$210,000.00	\$0.00	\$0.00	\$0.00	_____
752 SHORT TERM DEBT INTEREST Total:		\$229,128.75	\$210,000.00	\$0.00	\$0.00	\$0.00	_____

City of Everett
Everett Budget Council Worksheet
2023 City Budget

911 - RETIREMENT BOARD		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-911-2-5177	PAYMENT PENSION FUND	\$16,743,323.00	\$18,142,118.00	\$17,599,547.00	\$19,051,038.00	\$19,051,038.00	_____
EXPENSES Total:		\$16,743,323.00	\$18,142,118.00	\$17,599,547.00	\$19,051,038.00	\$19,051,038.00	
911 RETIREMENT BOARD Total:		\$16,743,323.00	\$18,142,118.00	\$17,599,547.00	\$19,051,038.00	\$19,051,038.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

913 - UNEMPLOYMENT COMPENSATION		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-913-2-5170	UNEMPLOYMENT COMPENSATION	\$0.00	\$330,000.00	\$130,388.87	\$330,000.00	\$330,000.00	_____
EXPENSES Total:		\$0.00	\$330,000.00	\$130,388.87	\$330,000.00	\$330,000.00	
913 UNEMPLOYMENT COMPENSATION Total:		\$0.00	\$330,000.00	\$130,388.87	\$330,000.00	\$330,000.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

915 - FICA		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-915-2-5176	MEDICARE (1.45%)	\$1,593,653.72	\$1,936,012.00	\$1,477,497.07	\$2,323,214.00	\$2,323,214.00	_____
EXPENSES Total:		\$1,593,653.72	\$1,936,012.00	\$1,477,497.07	\$2,323,214.00	\$2,323,214.00	
915 FICA Total:		\$1,593,653.72	\$1,936,012.00	\$1,477,497.07	\$2,323,214.00	\$2,323,214.00	

City of Everett
Everett Budget Council Worksheet
2023 City Budget

944 - EMPLOYEE INJURIES		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
EXPENSES							
01-944-2-5152	ACTIVE POLICE AND FIRE	\$182,009.35	\$400,000.00	\$208,508.61	\$400,000.00	\$400,000.00	_____
01-944-2-5153	RETIRED POLICE & FIRE	\$15,489.20	\$19,500.00	\$16,351.87	\$19,500.00	\$19,500.00	_____
01-944-2-5171	WORKER'S COMP	\$772,000.00	\$772,000.00	\$667,552.73	\$772,000.00	\$772,000.00	_____
EXPENSES Total:		\$969,498.55	\$1,191,500.00	\$892,413.21	\$1,191,500.00	\$1,191,500.00	_____
944 EMPLOYEE INJURIES Total:		\$969,498.55	\$1,191,500.00	\$892,413.21	\$1,191,500.00	\$1,191,500.00	_____

City of Everett
Everett Budget Council Worksheet
2023 City Budget

945 - PROPERTY/ LIABILITY INSURANCE							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
EXPENSES							
01-945-2-5745	COMP GENERAL LIABILITY	\$1,887,470.50	\$1,984,650.00	\$1,842,342.85	\$2,083,883.00	\$2,083,883.00	_____
01-945-2-5748	INSURANCE DEDUCTIBLES	\$147,576.61	\$151,500.00	\$127,100.09	\$151,500.00	\$151,500.00	_____
EXPENSES Total:		\$2,035,047.11	\$2,136,150.00	\$1,969,442.94	\$2,235,383.00	\$2,235,383.00	
945 PROPERTY/ LIABILITY INSURANCE		\$2,035,047.11	\$2,136,150.00	\$1,969,442.94	\$2,235,383.00	\$2,235,383.00	

6.3 Water/Sewer Enterprise Fund FY2023 Budget

Carlo DeMaria, Mayor

Eric Demas, CFO/City Auditor

May 10, 2022

Overview – Enterprise Fund

- * An enterprise fund is designed to establish a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for a good or service.
- * The City of Everett established an enterprise fund for Water and Sewer services beginning in FY2012.
- * The enterprise fund is designed to capture all direct and indirect costs of the Water and Sewer Department.

Water and Sewer Enterprise Fund Operational Budget

- * The total operating budget for the Water and Sewer enterprise fund budget for FY2023 is \$21,825,523.
 - * \$21,002,078 represents direct costs including:
 - * Salaries, Expenses, Debt Service, MWRA assessments, etc.
 - * \$823,445 represents indirect costs including:
 - * Health Insurance, Retirement, Intergovernmental expenses, etc.
- * The goal is to have user fees cover 100% of both direct and indirect costs of the enterprise fund.

Water and Sewer Enterprise Fund Capital Budget

- * The primary goal of the capital budget is to preserve and maintain water and sewer infrastructure.
- * The majority of the infrastructure in the City has exceeded its useful life.
- * The Director of City Services and the Superintendent of Water and Sewer are currently doing a citywide analysis of all water and sewer infrastructure throughout the City.
- * This analysis will then determine how capital dollars are best spent.

Water and Sewer Enterprise Fund Capital Budget

- * The proposed Capital Budget for the water and sewer enterprise fund for FY2023 is \$12,429,800 including:
 - * \$2,629,800 for water main replacement
 - * \$1,500,000 for Lead replacement program
 - * Funded through MWRA
 - * 0% interest loan program (LWSAP)
 - * \$1,770,000 for sewer inflow and infiltration
 - * \$1,770,000 through MWRA I/I loan program at 0% interest
 - * \$155,000 for replacement of fire hydrants (\$50k) and Storm Water Improvements (\$105k) funded through available funds
 - * \$3,000,000 for Ferry & Elm Streets funded through ARPA Funds
 - * \$3,400,000 for Paris Street Sewer/Drain separation funded through an MWRA grant

Water and Sewer Rates

- * The MWRA advisory board conducts an annual rate survey of all MWRA communities. (FY22 not yet available)
- * The average water and sewer charge for all MWRA communities in 2021 is \$1,759 annually.
- * Everett's 2021 average water and sewer charge is \$1,085 (\$674 dollars less than the total average).

Water and Sewer Rates

- * In order to fully cover the direct and indirect costs, including the increased assessments from MWRA, the cost of debt service for replacement of aging infrastructure, and the adequate staffing levels of the water and sewer enterprise fund, there will need to be a rate adjustment of 4.5% for FY2023.
- * The City plans to review the indirect cost policy, future capital needs, and usage to determine a long-term rate structure during FY23.



City of Everett, Massachusetts

Chief Financial Officer / City Auditor

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

Carlo DeMaria, Mayor
Eric Demas, Chief Financial Officer / City Auditor

April 28, 2022

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

Mayor DeMaria,

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

It is worth noting that the City of Everett continues to have one of the most affordable rates of similar sized communities that are part of the Massachusetts Water Resource Authority (MWRA). Per the 2021 Annual Water & Sewer retail rate survey conducted by the MWRA Advisory Board, the average combined annual water and sewer charges for a homeowner in MWRA communities is \$1,759 per year, while Everett's average annual cost is \$1,085, an average savings of \$674 for the typical Everett ratepayer. This is approximately 38% less than the typical MWRA ratepayer.

For FY2023, a rate increase of 4.5% is needed to keep up with the costs of operations, including MWRA assessments, debt service on infrastructure improvements and meter replacements, as well as general operating costs. However, the rate is also based upon the use of \$1,700,000 in surplus (free cash).

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

Respectfully,
Eric J. Demas, CFO

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

Enterprise Fund Overview

What is an Enterprise Fund?

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

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

History

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

Basis of Accounting

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

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

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

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

City of Everett
Everett Budget Council Worksheet
2023 W/S Enterprise Budget

450 - WATER		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
60-450-1-5111	SALARIES	\$838,028.06	\$1,002,727.00	\$801,608.99	\$1,055,069.00	\$1,055,069.00	
60-450-1-5114	ON-CALL UNION STIPEND	\$5,060.00	\$5,200.00	\$4,500.00	\$5,200.00	\$5,200.00	
60-450-1-5121	POLICE DETAILS	\$51,261.29	\$65,000.00	\$10,069.80	\$65,000.00	\$65,000.00	
60-450-1-5130	OVERTIME	\$56,724.05	\$75,000.00	\$36,057.09	\$75,000.00	\$75,000.00	
60-450-1-5144	ABOVE GRADE	\$0.00	\$918.00	\$0.00	\$918.00	\$918.00	
60-450-1-5143	LONGEVITY	\$5,700.00	\$4,500.00	\$4,900.00	\$4,500.00	\$4,500.00	
60-450-1-5193	CLOTHING ALLOWANCE	\$5,600.00	\$6,300.00	\$5,600.00	\$6,300.00	\$6,300.00	
PERSONNEL Total:		\$962,373.40	\$1,159,645.00	\$862,735.88	\$1,211,987.00	\$1,211,987.00	
EXPENSES							
60-450-2-5280	EQUIPMENT/ HIRE	\$11,072.62	\$24,450.00	\$1,214.39	\$24,450.00	\$24,450.00	
60-450-2-5341	TELECOMMUNICATIONS	\$1,769.72	\$7,800.00	\$599.21	\$7,800.00	\$7,800.00	
60-450-2-5380	PROFESSIONAL SERVICES	\$28,052.30	\$237,000.00	\$23,313.76	\$237,000.00	\$237,000.00	
60-450-2-5420	OFFICE SUPPLIES	\$1,023.92	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	
60-450-2-5430	EMERGENCY REPAIRS	\$53,980.00	\$99,000.00	\$18,400.00	\$99,000.00	\$99,000.00	
60-450-2-5435	MAINTENANCE SUPPLIES	\$0.00	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	
60-450-2-5438	SEWER LINE CLEANING	\$200,000.00	\$200,000.00	\$5,460.00	\$200,000.00	\$200,000.00	
60-450-2-5532	PIPES FITTINGS VALVES	\$78,250.59	\$150,000.00	\$20,778.43	\$150,000.00	\$150,000.00	
60-450-2-5534	METERS/MAINTENANCE	\$24,043.38	\$50,000.00	\$26,762.13	\$50,000.00	\$50,000.00	
60-450-2-5543	STONE/ASPHALT	\$18,937.69	\$25,000.00	\$13,226.45	\$20,000.00	\$20,000.00	
60-450-2-5710	PROFESSIONAL DEVELOPMENT	\$2,121.00	\$10,000.00	\$239.00	\$10,000.00	\$10,000.00	
60-450-2-5785	EXTRA/UNFORSEEN CHARGES	\$29,141.38	\$33,550.00	\$11,532.83	\$43,550.00	\$43,550.00	
EXPENSES Total:		\$448,392.60	\$842,800.00	\$123,026.20	\$848,300.00	\$848,300.00	
CAPITAL IMPROVEMENTS							
60-450-3-5533	HYDRANTS	\$17,280.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	
60-450-3-5535	STORMWATER EXPENSES	\$59,997.37	\$130,000.00	\$51,802.37	\$130,000.00	\$130,000.00	
CAPITAL IMPROVEMENTS Total:		\$77,277.37	\$155,000.00	\$51,802.37	\$155,000.00	\$155,000.00	
450 WATER Total:		\$1,488,043.37	\$2,157,445.00	\$1,037,564.45	\$2,215,287.00	\$2,215,287.00	

60		WATER / SEWER ENTERPRISE FUND								
		PERSONNEL SERVICES								
						FY23		FY23		FY23
						DEPT		MAYOR		MAYOR
		CLASS/				F T E		F T E		F T E
DEPT		POSITION		STEP		HOURS		STAFF		REQ
								APPROPRIATION		REQUEST
								REC		REC
60-450-1-5111	Water Superintendent ¹	Ernie Lariviere	UNCL	40	1	1	1	\$111,655	\$115,008	\$115,008
60-450-1-5111	Assistant Water Superintendent ¹	Ralph Renzulli	UNCL	40	1	1	1	\$104,184	\$107,312	\$107,312
60-450-1-5111	Administrative Assistant ²	Kim Rauseo	A-6U/8	35	1	1	1	\$63,509	\$66,960	\$66,960
60-450-1-5143	Administrative Assistant	Kim Rauseo	Longevity					\$1,250	\$1,250	\$1,250
60-450-1-5111	Administrative Assistant ²	Tameka Walsh	A-6U/6	35	1	1	1	\$59,306	\$62,538	\$62,538
60-450-1-5111	Principal Clerk ^{2 4}	Jeanne Broderick	C-6U/5	17.5	0.50	0.50	0.50	\$23,840	\$26,245	\$26,245
60-450-1-5111	Working Foreman ³	Luigi Chiumiento	W-13U/4	40	1	1	1	\$88,574	\$93,375	\$93,375
60-450-1-5193	Working Foreman	Luigi Chiumiento	Clothing					\$700	\$700	\$700
60-450-1-5143	Working Foreman	Luigi Chiumiento	Longevity					\$1,000	\$1,000	\$1,000
60-450-1-5111	Working Foreman ³	Gustavo Sanchez	W-13U/4	40	1	1	1	\$88,574	\$95,375	\$95,375
60-450-1-5193	Working Foreman	Gustavo Sanchez	Clothing					\$700	\$700	\$700
60-450-1-5143	Working Foreman	Gustavo Sanchez	Longevity					\$1,000	\$1,000	\$1,000
60-450-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	Gino Chiaravalloti	W-10U/4	40	1	1	1	\$69,942	\$73,748	\$73,748
60-450-1-5193	Craftsman - SMEO w/CDL & Hoisting	Gino Chiaravalloti	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - SMEO w/CDL & Hoisting ³	Mike Ovalle/WC	W-10U/4	40	1	1	1	\$69,942	\$73,748	\$73,748
60-450-1-5193	Craftsman - SMEO w/CDL License	Mike Ovalle/WC	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	Joseph Paoletta	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
60-450-1-5193	Craftsman - HMEO w/CDL License	Joseph Paoletta	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	Tim Keogh	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
60-450-1-5193	Craftsman - HMEO w/CDL License	Tim Keogh	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	Eddie Cuthbert	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
60-450-1-5143	Craftsman - HMEO w/CDL License	Eddie Cuthbert	Longevity					\$1,250	\$1,250	\$1,250
60-450-1-5193	Craftsman - HMEO w/CDL License	Eddie Cuthbert	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - HMEO w/CDL License ³	Richard Dell Isola	W-9U/4	40	1	1	1	\$66,458	\$70,073	\$70,073
60-450-1-5193	Craftsman - HMEO w/CDL License	Richard Dell Isola	Clothing					\$700	\$700	\$700
60-450-1-5111	Craftsman - Meter Service Craftsman ³	Anthony Escobar	W-7U/3	40	1	1	1	\$57,369	\$60,468	\$60,468
60-450-1-5193	Craftsman - Meter Service Craftsman	Anthony Escobar	Clothing					\$700	\$700	\$700
					14	14	14			
60	Water/Sewer Enterprise Fund TOTAL									

Continued...

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

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	1,002,727	1,055,069	\$52,342	5%	3% COLA added to administrative salaries. Per contract settlement, 3% increase added to Local 25 Clerical and DPW union salaries.
On-Call Union Stipend	5,200	5,200	\$0	0%	Paid to the person who is on-call for the weekend.
Police Details	65,000	65,000	\$0	0%	Paid whenever a street is closed/emergency repairs. Also more sewer & drain cleaning.
Overtime	75,000	75,000	\$0	0%	Paid after normal business hours. Contract settlement factored in.
Longevity	4,500	4,500	\$0	0%	For employees who have worked 10+ years.
Above Grade	918	918	\$0	0%	For those employees filling in for a higher ranking employee.
Clothing Allowance	6,300	6,300	\$0	0%	\$700 per Local 25 DPW member.
Total Personnel Services	\$1,159,645	\$1,211,987	\$52,342	5%	
General Operating Expenses					
Equipment Hire	24,450	24,450	\$0	0%	All rentals and tools needed that the city does not own.
Telecommunications	7,800	7,800	\$0	0%	Asset Management/Mobile devices. Also for insurance & 2 cell phones.
Professional Services	237,000	237,000	\$0	0%	Consultant/Leak detecting/software licensing/attorney; DEP directive.
Office Supplies	1,500	2,000	\$500	33%	Cost of supplies has increased. Toner cartridges, paper, WB Mason.
Emergency Repairs	99,000	99,000	\$0	0%	Main and sewer breaks. Emergencies beyond city's capabilities to repair.
Maint Supplies	4,500	4,500	\$0	0%	Cleaning supplies for sewer and water.
Sewer Line Cleaning	200,000	200,000	\$0	0%	Outside contracts for sewer issues. DEP directive.
Pipes Fittings Valves	150,000	150,000	\$0	0%	Pipe supplies/couplings/fittings.
Meters Maintenance	50,000	50,000	\$0	0%	Meters and supplies/meter testing/replace large meter.
Stone/Asphalt	15,000	20,000	\$5,000	33%	Cost of supplies has increased. Used when repairing streets after a break occurs.
Professional Development	10,000	10,000	\$0	0%	Memberships/classes/OSHA license requirements, CDL's and training.
Extra/Unforeseen	43,550	43,550	\$0	0%	Emergency funding for issues that are not covered by any of the above.
Total Expenditures	\$842,800	\$848,300	\$5,500	1%	

Continued...

	FY22	FY23	\$	%	
	Budget	Request	+/-	+/-	
Capital Improvements					
Hydrants	25,000	25,000	\$0	0%	Replace old hydrants around the city.
Stormwater Expenses	130,000	130,000	\$0	0%	Any stormwater capital expense. Includes cleaning catch basins.
Total Capital	\$155,000	\$155,000	\$0	0%	
Total	\$2,157,445	\$2,215,287	\$57,842	3%	
Retirement of Debt					
May 22, 2013 MWPAT	301,692	139,311	(\$162,381)	-54%	Payments per debt schedule.
Nov 13, 2017 MWRA Water	0	94,100	\$94,100	100%	Payments per debt schedule.
MWRA Water System	507,149	559,640	\$52,491	10%	Payments per debt schedule.
June 6, 2012 MWPAT CW2-31,8-14	10,279	9,533	(\$746)	-7%	Payments per debt schedule.
Dec 20, 2013	205,000	205,000	\$0	0%	Payments per debt schedule.
Feb 06, 2014	265,000	265,000	\$0	0%	Payments per debt schedule.
Feb 16, 2016	30,000	30,000	\$0	0%	Payments per debt schedule.
Feb 2017	20,000	14,000	(\$6,000)	-30%	Payments per debt schedule.
April 13, 2017 CW-08-14-A	0	22,521	\$22,521	100%	Payments per debt schedule.
April 13, 2017 CW-14-24	22,042	0	(\$22,042)	-100%	Payments per debt schedule.
May 3, 2018	65,000	65,000	\$0	0%	Payments per debt schedule.
April 4, 2019	40,000	40,000	\$0	0%	Payments per debt schedule.
Dec 2, 2019 MWRA	222,130	222,130	\$0	0%	Payments per debt schedule.
June 1, 2020 MWRA Water Bonds	50,000	50,000	\$0	0%	Payments per debt schedule.
June 15, 2020 MCWT Sewer Bond	3,963	4,049	\$86	2%	Payments per debt schedule.
Feb 8, 2021 SEWER	60,270	60,270	\$0	0%	Payments per debt schedule.
Feb 8, 2021 WATER	152,890	152,890	\$0	0%	Payments per debt schedule.
May 10, 2021 MWRA Water	0	150,000	\$150,000	100%	Payments per debt schedule.
Total	\$1,955,415	\$2,083,444	\$128,029	7%	
Long Term Debt Interest					
June 6, 2012 MWPAT CW2-31,8-14	0	0	\$0	100%	Payments per debt schedule.
May 22, 2013 MWPAT	36,932	34,206	(\$2,726)	-7%	Payments per debt schedule.
Long Term Interest MWPAT	12,132	11,843	(\$289)	-2%	Payments per debt schedule.

Continued...

City of Everett
Everett Budget Council Worksheet
2023 W/S Enterprise Budget

710 - RETIREMENT OF DEBT							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
DEBT SERVICE							
60-710-9-5786	MAY 22,2013 MWPAT	\$133,448.00	\$301,692.00	\$94,100.00	\$139,311.00	\$139,311.00	
60-710-9-5972	NOVEMBER 13, 2017 MWRA LOAN	\$0.00	\$0.00	\$0.00	\$94,100.00	\$94,100.00	
60-710-9-5973	MWRA WATER SYSTEM	\$699,628.00	\$507,149.00	\$218,637.20	\$559,640.00	\$559,640.00	
60-710-9-5975	JUNE 6,2012 MWPAT CW2-31,8-14	\$9,170.00	\$10,279.00	\$0.00	\$9,533.00	\$9,533.00	
60-710-9-5984	DEC 20,2013	\$195,000.00	\$205,000.00	\$0.00	\$205,000.00	\$205,000.00	
60-710-9-5985	FEB 06,2014	\$260,000.00	\$265,000.00	\$200,000.00	\$265,000.00	\$265,000.00	
60-710-9-5986	Feb. 16, 2016	\$287,680.00	\$30,000.00	\$0.00	\$30,000.00	\$30,000.00	
60-710-9-5988	FEB 28, 2017	\$24,000.00	\$20,000.00	\$0.00	\$14,000.00	\$14,000.00	
60-710-9-5989	APRIL 13, 2017 CW-08-14-A	\$4,390.00	\$0.00	\$0.00	\$22,521.00	\$22,521.00	
60-710-9-5990	APRIL 13, 2017 CW-14-24	\$21,573.00	\$22,042.00	\$0.00	\$0.00	\$0.00	
60-710-9-5991	MAY 3, 2018	\$70,000.00	\$65,000.00	\$0.00	\$65,000.00	\$65,000.00	
60-710-9-5992	APRIL 4, 2019	\$0.00	\$40,000.00	\$0.00	\$40,000.00	\$40,000.00	
60-710-9-5993	DEC 2, 2019 MWRA	\$222,130.00	\$222,130.00	\$375,020.00	\$222,130.00	\$222,130.00	
60-710-9-5995	JUNE 1,20 MWRA WATER BONDS	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	
60-710-9-5996	JUNE 15,20 MCWT SEWER BONDS	\$3,878.00	\$3,963.00	\$0.00	\$4,049.00	\$4,049.00	
60-710-9-5999	FEB 8 , 2021 SEWER	\$0.00	\$60,270.00	\$0.00	\$60,270.00	\$60,270.00	
60-710-9-6000	FEB 8, 2021 WATER	\$0.00	\$152,890.00	\$0.00	\$152,890.00	\$152,890.00	
60-710-9-6001	MAY 10, 2021 MWRA LEAD PROGRAM	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	
DEBT SERVICE Total:		\$1,980,897.00	\$1,955,415.00	\$887,757.20	\$2,083,444.00	\$2,083,444.00	
710 RETIREMENT OF DEBT Total:		\$1,980,897.00	\$1,955,415.00	\$887,757.20	\$2,083,444.00	\$2,083,444.00	

City of Everett
Everett Budget Council Worksheet
2023 W/S Enterprise Budget

751 - LONG TERM DEBT INTEREST							
Account Number	Account Description	FY2021 Expended	FY2022 Budget	FY2022 Expended	FY2023 Requested	FY2023 Mayor Recommended	FY2023 Council Approved
DEBT SERVICE							
60-751-9-5786	MAY 22,2013 MWPAT	\$39,602.00	\$36,932.00	\$0.00	\$34,206.00	\$34,206.00	_____
60-751-9-5975	LONG TERM INTEREST MWPAT	\$13,711.53	\$12,132.00	\$0.00	\$11,843.00	\$11,843.00	_____
60-751-9-5984	DEC 20,2013	\$16,219.00	\$11,925.00	\$0.00	\$5,775.00	\$5,775.00	_____
60-751-9-5985	FEB 6,2014	\$29,450.44	\$39,876.00	\$0.00	\$31,925.00	\$31,925.00	_____
60-751-9-5986	Feb. 16, 2016	\$7,400.00	\$6,000.00	\$0.00	\$4,800.00	\$4,800.00	_____
60-751-9-5988	FEB 28, 2017	\$4,409.00	\$1,000.00	\$183,659.38	\$0.00	\$0.00	_____
60-751-9-5989	APRIL 13, 2017 CW-08-14-A	\$970.00	\$0.00	\$0.00	\$0.00	\$0.00	_____
60-751-9-5990	APRIL 13, 2017 CW-14-24	\$8,308.85	\$8,328.00	\$0.00	\$7,888.00	\$7,888.00	_____
60-751-9-5991	MAY 3, 2018	\$10,000.00	\$6,500.00	\$0.00	\$3,250.00	\$3,250.00	_____
60-751-9-5992	APRIL 4, 2019	\$0.00	\$15,600.00	\$0.00	\$13,600.00	\$13,600.00	_____
60-751-9-5996	JUNE 15,20 MCWT SEWER BONDS	\$903.00	\$778.00	\$0.00	\$699.00	\$699.00	_____
DEBT SERVICE Total:		\$130,973.82	\$139,071.00	\$183,659.38	\$113,986.00	\$113,986.00	
751 LONG TERM DEBT INTEREST Total:		\$130,973.82	\$139,071.00	\$183,659.38	\$113,986.00	\$113,986.00	

City of Everett
Everett Budget Council Worksheet
2023 W/S Enterprise Budget

752 - SHORT TERM DEBT INTEREST		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
DEBT SERVICE							
DEBT SERVICE Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
752 SHORT TERM DEBT INTEREST Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

City of Everett

Everett Budget Council Worksheet

2023 W/S Enterprise Budget

821 - MASS WATER RESOURCES AUTH		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
INTERGOVERNMENTAL							
60-821-6-5230	MWRA LEAK DETECTION	\$7,700.00	\$8,250.00	\$0.00	\$8,250.00	\$8,250.00	_____
60-821-6-5231	MWRA SAFE DRINKING WATER	\$13,096.77	\$15,000.00	\$13,100.31	\$15,000.00	\$15,000.00	_____
60-821-6-5694	MWRA WATER	\$5,958,067.00	\$6,300,086.00	\$4,390,848.70	\$6,422,774.00	\$6,422,774.00	_____
60-821-6-5695	MWRA SEWER	\$9,529,946.00	\$9,687,451.00	\$6,732,854.80	\$10,143,337.00	\$10,143,337.00	_____
INTERGOVERNMENTAL Total:		\$15,508,809.77	\$16,010,787.00	\$11,136,803.81	\$16,589,361.00	\$16,589,361.00	
821 MASS WATER RESOURCES AUTH Total:		\$15,508,809.77	\$16,010,787.00	\$11,136,803.81	\$16,589,361.00	\$16,589,361.00	

City of Everett
Everett Budget Council Worksheet
2023 W/S Enterprise Budget

990 - TRANSFERS		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
TRANSFERS OUT							
60-990-9-5961	INDIRECT COST TRANSFERS OUT	\$765,503.00	\$771,627.00	\$771,627.00	\$823,445.00	\$823,445.00	_____
TRANSFERS OUT Total:		\$765,503.00	\$771,627.00	\$771,627.00	\$823,445.00	\$823,445.00	
990 TRANSFERS Total:		\$765,503.00	\$771,627.00	\$771,627.00	\$823,445.00	\$823,445.00	
WATER & SEWER ENTERPRISE Total:		\$19,874,226.96	\$21,034,345.00	\$14,017,411.84	\$21,825,523.00	\$21,825,523.00	
Grand Total:		\$19,874,226.96	\$21,034,345.00	\$14,017,411.84	\$21,825,523.00	\$21,825,523.00	

City of Everett Water and Sewer Rates

Water and Sewer Enterprise Fund

Actual - FY2022

Monthly per 100 cubic feet	TIERS	USAGE	WATER	SEWER	TOTAL
	Tier 1	1 to 10	\$ 2.48	\$ 6.74	\$ 9.22
	Tier 2	11 to 20	\$ 3.14	\$ 8.83	\$ 11.97
	Tier 3	21 to 30	\$ 3.78	\$ 10.14	\$ 13.92
	Tier 4	31 to 100	\$ 4.31	\$ 11.37	\$ 15.68
	Tier 5	101 to 200	\$ 5.97	\$ 13.45	\$ 19.42
	Tier 6	Over 200	\$ 6.77	\$ 14.25	\$ 21.02

Proposed - FY2023

Monthly per 100 cubic feet	TIERS	USAGE	WATER	SEWER	TOTAL
	Tier 1	1 to 10	\$ 2.59	\$ 7.04	\$ 9.63
	Tier 2	11 to 20	\$ 3.28	\$ 9.23	\$ 12.51
	Tier 3	21 to 30	\$ 3.95	\$ 10.60	\$ 14.55
	Tier 4	31 to 100	\$ 4.50	\$ 11.88	\$ 16.39
	Tier 5	101 to 200	\$ 6.24	\$ 14.06	\$ 20.29
	Tier 6	Over 200	\$ 7.07	\$ 14.89	\$ 21.97

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



Annual Water and Sewer Retail Rate Survey

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

2021



The MWRA Advisory Board...

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

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

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

E-mail: james.guiod@mwraadvisoryboard.com

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

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- Bedford
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- Chicopee
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- Everett
- Framingham
- Hingham
- Holbrook
- Leominster
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- Marblehead
- Marlborough
- Medford
- Melrose
- Milton
- Nahant
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- Walpole
- Waltham
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- Weymouth
- Wilbraham
- Wilmington
- Winchester
- Winthrop
- Woburn
- Worcester

MWRA Advisory Board

2021

Annual Water and Sewer Retail Rate Survey

Joseph E. Favaloro
Executive Director



Introduction

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

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

Average Water and Sewer Rates

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

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

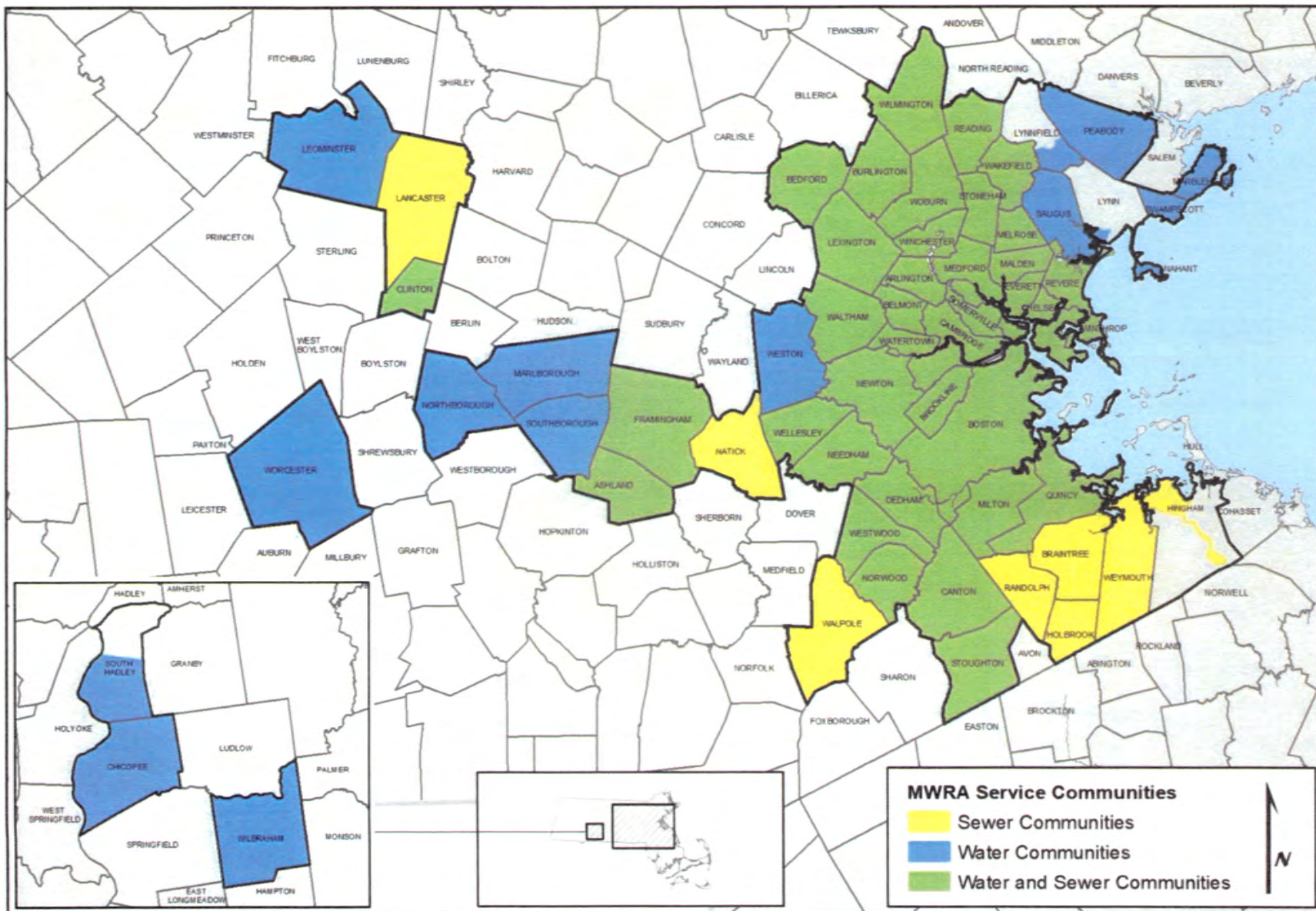
The MWRA Advisory Board

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

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

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

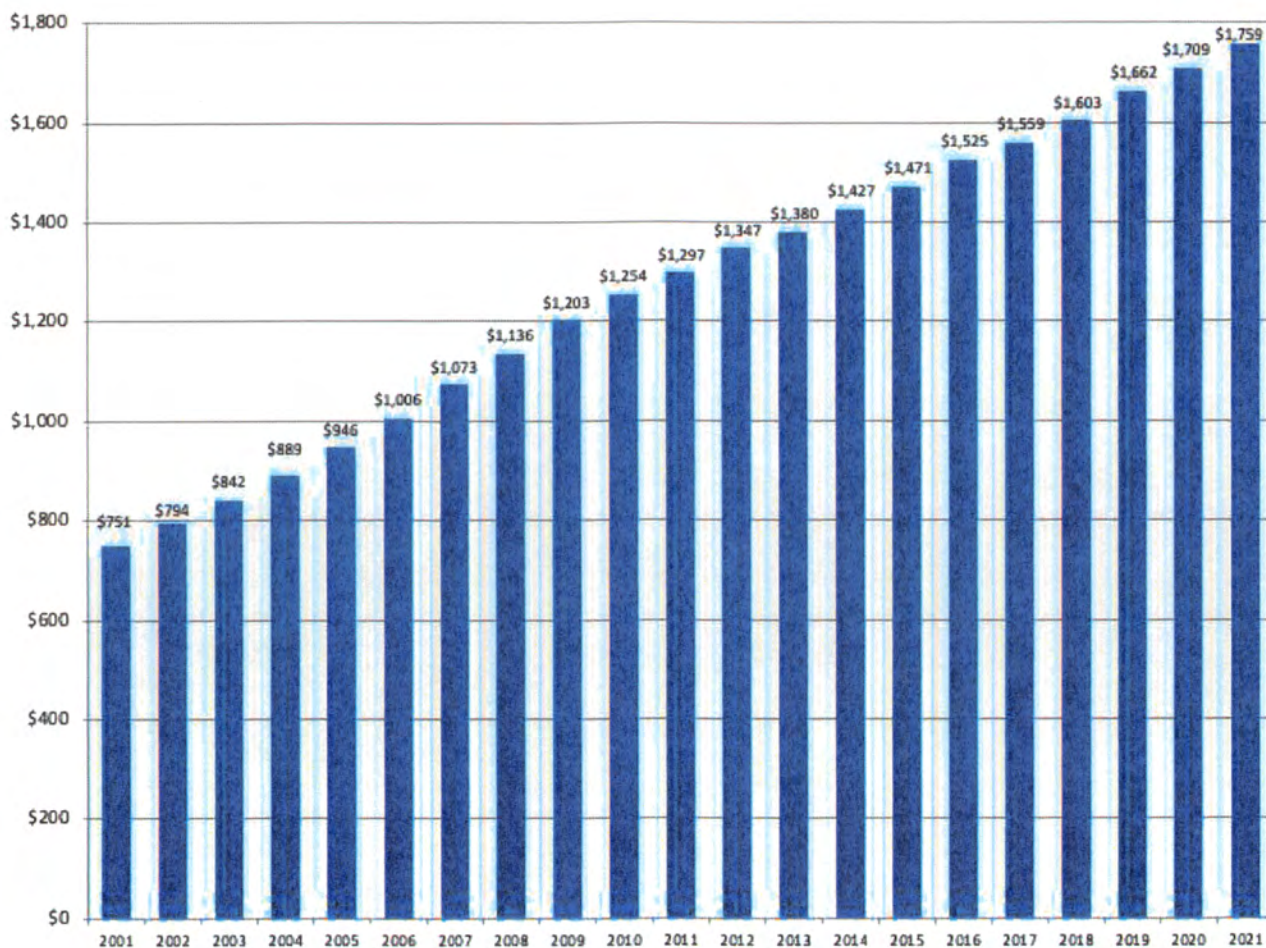
MWRA COMMUNITY 2021 WATER AND SEWER CHARGES



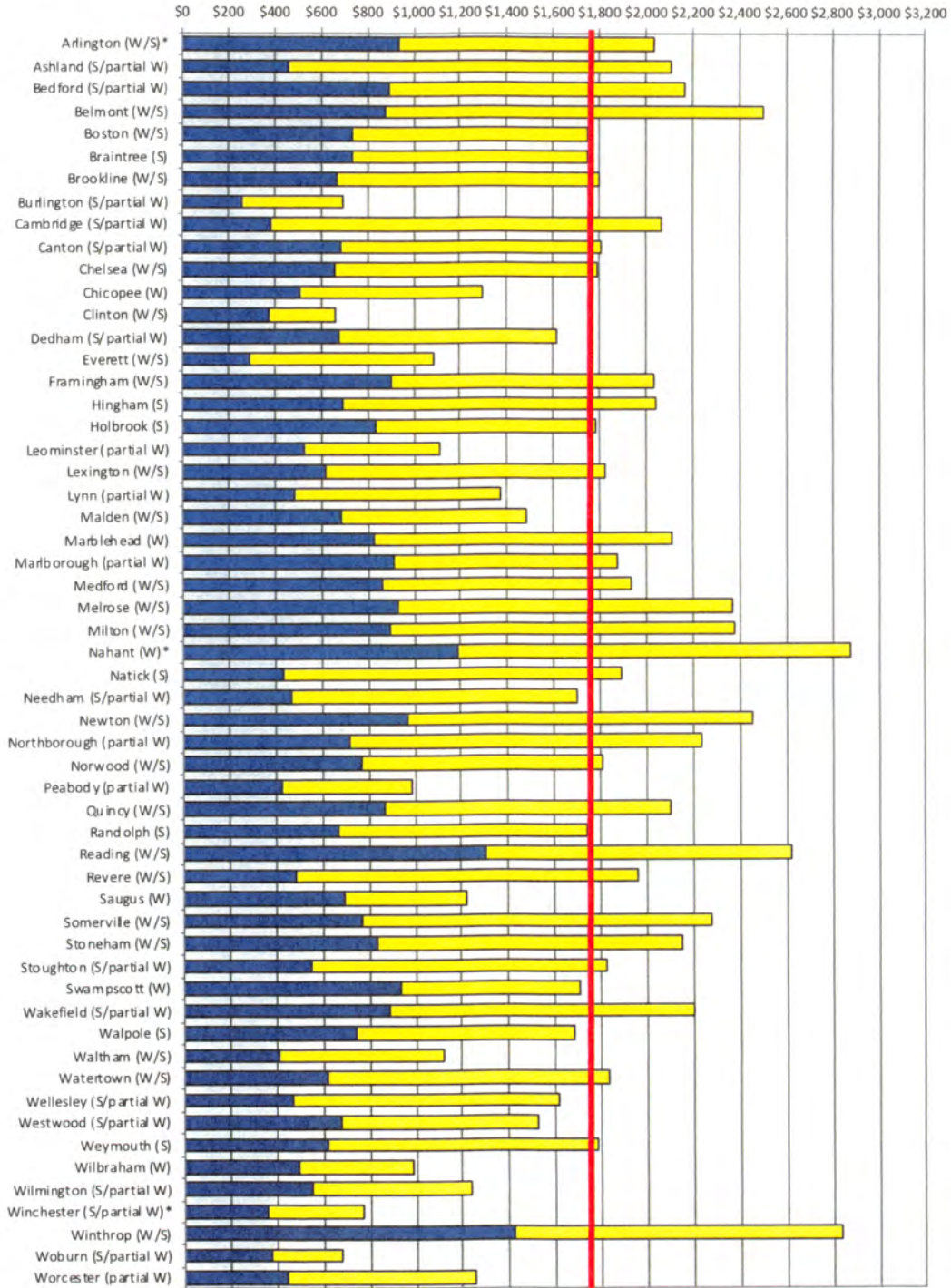
Combined Annual Water & Sewer Charges in MWRA Communities

2001 – 2021

(Consumption at 120 HCF \approx 90 kgal)



2021 Combined Retail Water & Sewer Community Charge Comparisons (Consumption at 120 HCF ≈ 90 kgal)



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

MWRA SYSTEMWIDE SUMMARY DATA		
2021		
	2020	2021
Avg. combined water and sewer cost	\$1,709.00	\$1,760.00
Percent change from prior year	2.83%	2.92%
<u>WATER BILLING FREQUENCY</u>		
Semi-Annual	8	8
Tri-Annual	2	2
Quarterly	42	42
Bi-Monthly	2	2
Monthly	6	6
<u>WATER RATE STRUCTURE</u>		
Ascending Block with Base/Minimum Charge	35	35
Ascending Block only	12	13
Flat Rate with Base/Minimum Charge	7	7
Flat Rate only	5	4
Fixed Fee	1	1
<u>SENIOR CITIZEN/LOW-INCOME DISCOUNTS</u>		
Senior Discount	17	17
Low-Income Discount	7	7
Both	7	7
Neither	29	29
<u>DEBT SERVICE EXCLUSION</u>		
	3	3
<u>CHANGES IN COMBINED WATER AND SEWER CHARGES</u>		
Decrease	0	1
No change	22	21
0% to 10% increase	31	29
10% to 20% increase	3	5
20% to 30% increase	0	0
30% to 40% increase	0	0
40% to 50% increase	0	0
Greater than 50% increase	0	0

**ANNUAL WATER AND SEWER CHARGES IN
COMMUNITIES RECEIVING SERVICES FROM THE MWRA
2021**

	Water	Sewer
Arlington (W/S)*	\$939.92	\$1,094.12
Ashland (S/partial W)	\$462.00	1,649.60
Bedford (S/partial W)	899.00	1,269.00
Belmont (W/S)	877.88	1,622.20
Boston (W/S)	735.58	1,010.01
Braintree (S)	-	1,009.60
Brookline (W/S)	667.04	1,135.76
Burlington (S/partial W)	255.86	440.40
Cambridge (S/partial W)	383.60	1,682.80
Canton (S/partial W)	688.32	1,115.80
Chelsea (W/S)	656.40	1,136.40
Chicopee (W)	514.00	-
Clinton (W/S)	375.52	281.64
Dedham (S/partial W)	673.32	937.28
Everett (W/S)	291.60	793.20
Framingham (W/S)	900.36	1,134.72
Hingham (S)	-	1,345.20
Holbrook (S)	-	943.20
Leominster (partial W)	528.20	-
Lexington (W/S)	615.60	1,211.60
Lynn (partial W)	484.80	-
Lynnfield (W)	428.00	-
Malden (W/S)	682.08	797.76
Marblehead (W)	832.00	-
Marlborough (partial W)	913.20	-
Medford (W/S)	860.40	1,073.28
Melrose (W/S)	931.60	1,439.12
Milton (W/S)	894.48	1,481.04
Nahant (W)*	1,190.40	-
Natick (S)	-	1,459.60
Needham (S/partial W)	472.20	1,225.32
Newton (W/S)	967.80	1,486.20
Northborough (partial W)	722.00	-
Norwood (W/S)	765.24	1,041.12
Peabody (partial W)	422.60	-
Quincy (W/S)	866.40	1,232.28
Randolph (S)	-	1,068.40
Reading (W/S)	1,308.00	1,308.00
Revere (W/S)	487.20	1,470.00
Saugus (W)	691.84	-
Somerville (W/S)	773.52	1,500.12
South Hadley (W)	530.40	-
Southborough (W)	529.84	-
Stoneham (W/S)	834.00	1,320.00
Stoughton (S/partial W)	555.84	1,269.60
Swampscott (W)	932.60	-
Wakefield (S/partial W)	888.48	1,315.52
Walpole (S)	-	932.74
Waltham (W/S)	407.28	715.32
Watertown (W/S)	618.00	1,213.20
Wellesley (S/partial W)	471.96	1,146.00
Weston (W)	384.00	-
Westwood (S/partial W)	673.32	851.00
Weymouth (S)	-	1,157.64
Wilbraham (W)	494.40	-
Wilmington (S/partial W)	549.60	685.20
Winchester (S/partial W)*	358.40	412.20
Winthrop (W/S)	1,419.00	1,419.00
Woburn (S/partial W)	379.24	295.00
Worcester (partial W)	440.40	-
AVERAGE	\$672.16	\$1,116.53
Percent change	1.5%	2.36%

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

Combined Annual Water and Sewer Charges for Communities Receiving Services from the MWRA 2021

Charges include MWRA, community, and alternatively supplied services.

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

	Water	Sewer	Combined	Change
Arlington (W/S)*	\$939.92	\$1,094.12	\$2,034.04	12.3%
Ashland (S/partial W)	\$462.00	\$1,649.60	\$2,111.60	0.0%
Bedford (S/partial W)	\$899.00	\$1,269.00	\$2,168.00	2.1%
Belmont (W/S)	\$877.88	\$1,622.20	\$2,500.08	0.0%
Boston (W/S)	\$735.58	\$1,010.01	\$1,745.59	8.9%
Braintree (S)	\$737.60	\$1,009.60	\$1,747.20	4.2%
Brookline (W/S)	\$667.04	\$1,135.76	\$1,802.80	5.4%
Burlington (S/partial W)	\$255.86	\$440.40	\$696.26	5.0%
Cambridge (S/partial W)	\$383.60	\$1,682.80	\$2,066.40	6.6%
Canton (S/partial W)	\$688.32	\$1,115.80	\$1,804.12	0.0%
Chelsea (W/S)	\$656.40	\$1,136.40	\$1,792.80	0.0%
Chicopee (W)	\$514.00	\$782.20	\$1,296.20	1.9%
Clinton (W/S)	\$375.52	\$281.64	\$657.16	0.0%
Dedham (S/partial W)	\$673.32	\$937.28	\$1,610.60	1.2%
Everett (W/S)	\$291.60	\$793.20	\$1,084.80	0.0%
Framingham (W/S)	\$900.36	\$1,134.72	\$2,035.08	9.7%
Hingham (S)	\$696.72	\$1,345.20	\$2,041.92	-6.3%
Holbrook (S)	\$836.40	\$943.20	\$1,779.60	0.0%
Leominster (partial W)	\$528.20	\$587.60	\$1,115.80	2.9%
Lexington (W/S)	\$615.60	\$1,211.60	\$1,827.20	0.0%
Lynn (partial W)	\$484.80	\$888.00	\$1,372.80	0.0%
Malden (W/S)	\$682.08	\$797.76	\$1,479.84	0.0%
Marblehead (W)	\$832.00	\$1,276.00	\$2,108.00	0.6%
Marlborough (partial W)	\$913.20	\$958.80	\$1,872.00	3.9%
Medford (W/S)	\$860.40	\$1,073.28	\$1,933.68	0.0%
Melrose (W/S)	\$931.60	\$1,439.12	\$2,370.72	0.0%
Milton (W/S)	\$894.48	\$1,481.04	\$2,375.52	0.9%
Nahant (W)*	\$1,190.40	\$1,689.60	\$2,880.00	12.9%
Natick (S)	\$431.60	\$1,459.60	\$1,891.20	5.5%
Needham (S/partial W)	\$472.20	\$1,225.32	\$1,697.52	0.0%
Newton (W/S)	\$967.80	\$1,486.20	\$2,454.00	0.0%
Northborough (partial W)	\$722.00	\$1,510.40	\$2,232.40	5.6%
Norwood (W/S)	\$765.24	\$1,041.12	\$1,806.36	6.7%
Peabody (partial W)	\$422.60	\$566.00	\$988.60	0.0%
Quincy (W/S)	\$866.40	\$1,232.28	\$2,098.68	3.9%
Randolph (S)	\$668.20	\$1,068.40	\$1,736.60	3.3%
Reading (W/S)	\$1,308.00	\$1,308.00	\$2,616.00	1.9%
Revere (W/S)	\$487.20	\$1,470.00	\$1,957.20	3.9%
Saugus (W)	\$691.84	\$532.38	\$1,224.22	3.1%
Somerville (W/S)	\$773.52	\$1,500.12	\$2,273.64	8.7%
Stoneham (W/S)	\$834.00	\$1,320.00	\$2,154.00	7.5%
Stoughton (S/partial W)	\$555.84	\$1,269.60	\$1,825.44	0.0%
Swampscott (W)	\$932.60	\$770.00	\$1,702.60	2.8%
Wakefield (S/partial W)	\$888.48	\$1,315.52	\$2,204.00	2.5%
Walpole (S)	\$747.28	\$932.74	\$1,680.02	4.3%
Waltham (W/S)	\$407.28	\$715.32	\$1,122.60	0.0%
Watertown (W/S)	\$618.00	\$1,213.20	\$1,831.20	3.2%
Wellesley (S/partial W)	\$471.96	\$1,146.00	\$1,617.96	0.0%
Westwood (S/partial W)	\$673.32	\$851.00	\$1,524.32	1.2%
Weymouth (S)	\$622.24	\$1,157.64	\$1,779.88	0.0%
Wilbraham (W)	\$494.40	\$492.00	\$986.40	0.0%
Wilmington (S/partial W)	\$549.60	\$685.20	\$1,234.80	0.0%
Winchester (S/partial W)*	\$358.40	\$412.20	\$770.60	14.9%
Winthrop (W/S)	\$1,419.00	\$1,419.00	\$2,838.00	3.3%
Woburn (S/partial W)	\$379.24	\$295.00	\$674.24	15.0%
Worcester (partial W)	\$440.40	\$814.08	\$1,254.48	2.6%
AVERAGE	\$687.37	\$1,071.33	\$1,758.69	2.92%

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

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

Everett (W/S)



Residential Water Rates:

Last adjusted: July 2019
 Next adjustment scheduled: Unknown
 Fund: Enterprise

0 - 10 HCF	\$2.43/HCF
>10 - 20 HCF	\$3.08 "
>20 - 30 HCF	\$3.70 "
>31 - 100 HCF	\$4.22 "
>101 - 200 HCF	\$5.85 "
>200 HCF	\$6.54 "

Billing Frequency: Monthly

Residential Sewer Rates:

Last adjusted: July 2019
 Next adjustment scheduled: Unknown
 Fund: Enterprise

0 - 10 HCF	\$6.61/HCF
>10 - 20 HCF	\$ 8.66 "
>20 - 30 HCF	\$ 9.95 "
>31 - 100 HCF	\$ 11.15 "
>101 - 200 HCF	\$ 13.19 "
>200 HCF	\$ 13.97 "

Based on 100% of water usage.

Billing Frequency: Monthly

Annual Cost AWWA Standard for Historical Comparison

(120 HCF ≈ 90,000 gals.)

Utility	Rate	Change from 2020
Water	\$291.60	0.00%
Sewer	\$793.20	0.00%
Combined	\$1,084.80	0.00%

Annual Cost Based on Local, State & Federal Data

(55.4 HCF - See Appendix C
for Data & Calc.)

Water	\$134.68
Sewer	\$366.35
Combined	\$501.04

Commercial Water Rates:

Same as residential

Commercial Sewer Rates:

Same as residential

Additional 2021 Data by Community

Does this Community Use Second Meters? No

Does this Community Offer Senior and/or Low Income Discounts? No

Water System

Sewer System

MWRA Charges as % of Total Community Water Expenses	Over 75%
Miles of water pipeline replaced/rehabilitated in FY21	No response
Water Capital Needs over Next Five Years	\$10-20 million
Anticipated Water Capital Spending over Next Five Years	\$1-5 million

MWRA Charges as % of Total Community Sewer Expenses	Over 75%
Miles of sewer pipeline replaced/rehabilitated in FY21	No response
Sewer Capital Needs over Next Five Years	\$10-20 million
Anticipated Sewer Capital Spending over Next Five Years	\$1-5 million

Stormwater

Current Funding Source of Stormwater-Related Costs:

Operating Budget / Tax Levy

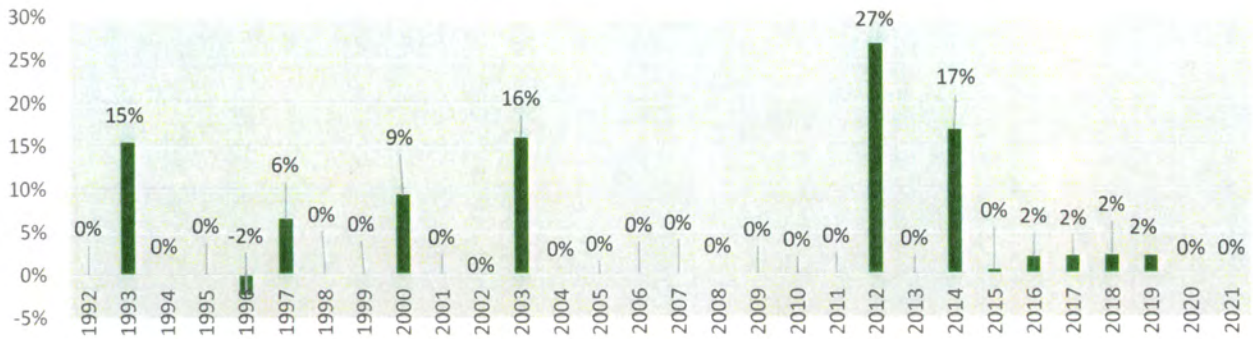
Everett (W/S)

FY 2022 MWRA Assessments

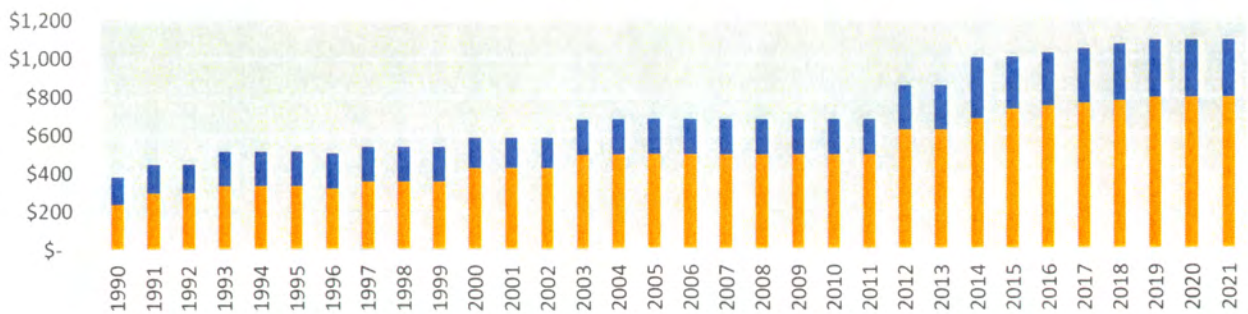
	FY20	FY21	% Change
Water	\$5,958,067	\$6,272,641	5.30%
Sewer	\$9,529,946	\$9,618,364	0.90%
Combined	\$15,488,013	\$15,891,005	2.60%



Combined Rate Increases 1992 through 2021



Combined Water and Sewer Rates 1990 through 2021



Average Household Water Use 2010 through 2021



FY2023 Water & Sewer Enterprise Fund Capital Budget – Executive Summary

- The total proposed Capital Plan for the City of Everett’s Enterprise Funds for FY23 is \$12,429,800. However, the total amount proposed for borrowing is \$3,899,800.
- The Enterprise Fund’s Capital Plan for FY23 has several funding sources, including budgetary appropriations, and bonding.
- The list proposed has been reviewed by the Mayor and has been submitted with favorable action recommended as such.

FY23 Enterprise Fund CIP – Funding Sources

FY23 Enterprise Fund CIP – funded from sale of bonds

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

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

FY23 Enterprise Fund CIP – funded from operating budget

- | | |
|-----------------------------------------------------------------|-------------------|
| • Replacement of Fire Hydrants (operating budget appropriation) | \$ 25,000 |
| • Storm Water Improvements | \$ <u>105,000</u> |

TOTAL ~ OPERATING FUNDS: **\$ 130,000**

FY23 Enterprise Fund CIP – funded from Grants

- Paris Street Sewer/Drain separation (MWRA Grant) \$ 3,400,000
- Water Main Improvements (ARPA Grant) \$ 2,000,000
- Ferry & Elm Improvements (ARPA Grant) \$ 3,000,000

TOTAL ~ GRANT FUNDS: \$ 8,400,000

IMPACT OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING BUDGET

<i>Description</i>	<i>Cost</i>	<i>Funding</i>	<i>Impact on Operating Budget</i>
Sewer Inflow/Infiltration projects	\$1,770,000	Bonding through MWRA's Lead program (0% interest loan program)	No impact on FY23 budget. Estimated debt payments of \$177K per year starting in FY23 and ending in FY32
Paris Street Sewer/Drain separation	\$3,400,000	MWRA Grant	No impact on FY23 budget.
Ferry & Elm Improvements	\$3,000,000	ARPA grant	No impact on FY23 budget.
Water Main Improvements	\$2,000,000	ARPA grant	No impact on FY23 budget.
Rehabilitation of Water Mains	\$629,800	Bonding through MWRA's LWSAP program (0% interest loan program)	No impact on FY23 budget. Estimated debt payments of \$63k per year starting in FY23 and ending in FY32
Replacement of Fire Hydrants	\$50,000	Operating appropriation	Level Funded
Storm Water Improvement Program (non I/I)	\$105,000	Operating appropriation	Level Funded
MWRA Lead Program	\$1,500,000	Bonding	No impact on FY23 budget. Estimated debt payment of \$150k per year starting in FY23 and ending in FY32

City of Everett
Capital Plan - Enterprise Fund (Water/Sewer)
Fiscal Year 2022 - 2026

CAPITAL REQUEST	STATUS	FUNDING SOURCE	Actual FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Enterprise Fund (Water/Sewer Projects)							
Hydrant Replacement Program		Operating Budget	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Water Main Replacement (MWRA's LWSAP program*)		Bond - MWRA int. free loan	\$ -	\$ -	\$ -	\$ -	\$ -
Water Main Replacement (MWRA's LWSAP program (Phase 11*))		Bond - MWRA int. free loan	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800
MWRA Lead program		Bond - MWRA int. free loan	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Stormwater Capital		Operating Budget	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Ferry & Elm Improvements		ARPA		\$ 3,000,000	\$ 3,000,000		
Water Main improvements		ARPA	\$ 4,000,000	\$ 2,000,000	\$ -	\$ -	\$ -
INFRASTRUCTURE - SEWER/STORMWATER							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 1-8**)		MWRA grant					
**City can authorize \$2,088,000 of available funds - 45% grant/55% int. free loan		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond /grant					
**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-12**)		MWRA bond /grant	\$ 1,065,750	\$ -	\$ -	\$ -	\$ -
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-14**)		MWRA bond /grant	\$ 355,250	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000
**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan							
Storm Water improvements (non-Inflow/Infiltration projects)		Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -
GIS Improvements		Bonding					
Data management system		Bonding					
Paris Street Sewer/drain separation		MWRA Grant		\$ 3,400,000	\$ 2,250,000		
Subtotal: Water and Sewer Enterprise Fund			\$ 7,705,800	\$ 12,429,800	\$ 9,279,800	\$ 4,029,800	\$ 4,029,800
LESS ~ Non Grant Funds to offset costs							
Water/Sewer CIP: OFS							
Operating Fund appropriation - Fire Hydrant Replacement			\$ (50,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)
Grant - MWRA			\$ (1,065,750)	\$ -	\$ -	\$ -	\$ -
Operating Fund appropriation - Storm water			\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)
LESS ~ Grants and other sources/funds to offset costs			\$ (1,220,750)	\$ -	\$ -	\$ -	\$ -
ARPA funds				\$ (5,000,000)	\$ (3,000,000)		
MWRA Grant				\$ (3,400,000)	\$ (2,250,000)		
Net ~ Enterprise Fund Expenses - to be bonded			\$ 6,485,050	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800
			FY 2022	FY 2023	FY 2024	FY 2025	FY 2026

Everett Debt Service Projection
FY2023 Projects - Water/Sewer Enterprise Fund

	Yrs.	2.00%	Projected Bond Interest Rate								
Public Buildings, Facilities and Infrastructure											
				FY24	FY25	FY26	FY27	FY28	FY29		TOTAL
Water Main Replacement (MWRA's LWSAP program)	20	\$ 629,800	Principal		125,960	125,960	125,960	125,960	125,960		629,800
			Interest	6,298	11,336	8,817	6,298	3,779	1,260		37,788
Sewer Inflow and Infiltration (MWRA's I/I program)	20	\$ 1,770,000	Principal		354,000	354,000	354,000	354,000	354,000		1,770,000
			Interest	17,700	31,860	24,780	17,700	10,620	3,540		106,200
MWRA Lead Program	10	\$ 1,500,000	Principal		300,000	300,000	300,000	300,000	300,000		1,500,000
			Interest	15,000	27,000	21,000	15,000	9,000	3,000		90,000
GRAND TOTAL		\$ 3,899,800	Principal	-	779,960	779,960	779,960	779,960	779,960		3,899,800
			Interest	38,998	70,196	54,597	38,998	23,399	7,800		233,988

City of Everett
Everett Budget Council Worksheet
2023 ECTV Budget

169 - ECTV		FY2021	FY2022	FY2022	FY2023	FY2023 Mayor	FY2023 Council
Account Number	Account Description	Expended	Budget	Expended	Requested	Recommended	Approved
PERSONNEL							
59-169-5170-5111	SALARIES	\$310,103.78	\$316,700.00	\$294,263.81	\$340,002.00	\$334,150.00	_____
59-169-5170-5120	OTHER PERSONAL SERVICES	\$3,190.76	\$14,852.00	\$26.40	\$0.00	\$0.00	_____
59-169-5170-5122	BENEFITS	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$70,000.00	_____
59-169-5170-5130	OVERTIME	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	_____
59-169-5170-5143	LONGEVITY	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	_____
PERSONNEL Total:		\$315,544.54	\$409,802.00	\$296,540.21	\$418,252.00	\$412,400.00	
EXPENSES							
59-169-5170-5302	PROFESSIONAL SERVICES	\$19,624.08	\$20,000.00	\$3,398.35	\$20,000.00	\$20,000.00	_____
59-169-5170-5340	TELECOMMUNICATIONS	\$6,944.41	\$7,000.00	\$3,371.82	\$7,000.00	\$7,000.00	_____
59-169-5170-5420	OFFICE SUPPLIES	\$1,925.97	\$3,000.00	\$1,752.61	\$3,000.00	\$3,000.00	_____
59-169-5170-5510	PROFESSIONAL DEVELOPMENT	\$577.50	\$10,000.00	\$1,423.95	\$10,000.00	\$10,000.00	_____
59-169-5170-5700	OTHER CHARGES & EXPENSES	\$1,825.27	\$6,000.00	\$2,694.91	\$6,000.00	\$6,000.00	_____
59-169-5170-5734	LICENSING FEES	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	_____
59-169-5170-5853	OPERATING PRODUCTION	\$72,611.32	\$130,000.00	\$31,260.07	\$130,000.00	\$130,000.00	_____
EXPENSES Total:		\$103,508.55	\$177,000.00	\$43,901.71	\$177,000.00	\$177,000.00	
CAPITAL IMPROVEMENTS							
59-169-3-5800	TECHNOLOGY UPGRADES	\$0.00	\$60,000.00	\$0.00	\$0.00	\$0.00	_____
CAPITAL IMPROVEMENTS Total:		\$0.00	\$60,000.00	\$0.00	\$0.00	\$0.00	
169 ECTV Total:		\$419,053.09	\$646,802.00	\$340,441.92	\$595,252.00	\$589,400.00	
ECTV Total:		\$419,053.09	\$646,802.00	\$340,441.92	\$595,252.00	\$589,400.00	
Grand Total:		\$419,053.09	\$646,802.00	\$340,441.92	\$595,252.00	\$589,400.00	

169	ECTV									
	PERSONNEL SERVICES									
							FY23	FY23		FY23
							DEPT	MAYOR		MAYOR
			CLASS/ STEP	HOURS	FY22 F T E STAFF	FY23 F T E REQ	FY23 F T E REC	FY22 APPROPRIATION	FY23 DEPT REQUEST	FY23 & Council MAYOR REC
	DEPT	POSITION								
59-169-5170-5111	Communications Director ^{1 4}	Deanna Deveney	UNCL	35	0.50	0.50	0.50	\$50,500	\$59,225	\$59,225
59-169-5170-5143	Communications Director	Deanna Deveney	Longevity					\$800	\$800	\$800
59-169-5170-5111	Station Manager / Producer ⁵	Patrick Gordon	UNCL	35	1	1	1	\$85,000	\$90,387	\$87,551
59-169-5170-5111	ECTV Coordinator ⁵	Robert Barrett	UNCL	35	1	1	1	\$66,905	\$71,930	\$68,914
59-169-5170-5111	Administrative Assistant ³	Linda Fragione	A-6U/8	35	1	1	1	\$60,480	\$66,960	\$66,960
59-169-5170-5143	Administrative Assistant	Linda Fragione	Longevity					\$1,450	\$1,450	\$1,450
59-169-5170-5111	Communications Specialist ⁵	Ronald Coleman	UNCL	35	1	1	1	\$51,000	\$51,500	\$51,500
59-169-5170-5120	Engineer ²	Vacant	UNCL	4	0	0	0	\$7,375	\$0	\$0
					4.5	4.5	4.5			
169	ECTV TOTAL									
								Salary (5111)	\$316,700	\$340,002
								Other Personnel Services (5120)	\$14,852	\$0
								Benefits (5122)	\$70,000	\$70,000
								Overtime (5130)	\$6,000	\$6,000
								Longevity (5143)	\$2,250	\$2,250
								Personnel Total:	\$409,802	\$418,252
Notes to Budget										
¹ Salary split between ECTV and the Mayor's Office.										
² Not requesting funding for this position in FY23.										
³ Local 25 Clerical union 3% increase per contract settlement.										
⁴ Salary adjustment in FY22.										
⁵ 3% COLA added to administrative salary.										

(169) ECTV - Notes to Budget

	FY22 Budget	FY23 Request	\$ +/-	% +/-	
Personnel Services					
Salaries	316,700	334,150	17,450	6%	Communications Director salary adjusted in FY22. It will also be split between the Mayor's Office and ECTV. Local 25 Clerical union 3% increase per contract settlement. 3% COLA on administrative salary.
Other Personal Services	14,852	0	(14,852)	-100%	Not requesting funding in FY23.
Operating Benefits	70,000	70,000	0	0%	Employee benefits reimbursements to City
Overtime	6,000	6,000	0	0%	As needed.
Longevity	2,250	2,250	0	0%	Ms. Fragione, Ms. Deveney
Total Personnel Services	\$409,802	\$412,400	\$2,598	1%	
General Operating Expenses					
Professional Services	20,000	20,000	0	0%	Contractual services as needed. Adequate software licenses, payment for programs needed to develop programming on ECTV.
Telecommunications	7,000	7,000	0	0%	Payments to Comcast.
Office Supplies	3,000	3,000	0	0%	For general office supplies, mostly from WB Mason.
Professional Development	10,000	10,000	0	0%	Training on new equipment and classes as needed.
Other Charges & Expenses	6,000	6,000	0	0%	As necessary to vendors based on copyrighted material/miscellaneous.
Licensing Fees	1,000	1,000	0	0%	Local access channels
Operating Production	130,000	130,000	0	0%	Supplies/vendors needed for various City events that are to be televised. Supplies for ECTV studio. New equipment and various miscellaneous costs depending on events.
Total Expenditures	\$177,000	\$177,000	\$0	0%	
Capital Improvements					
Technology Upgrades	\$60,000	\$0	(60,000)	-100%	Not requesting funding in FY23.
Total	\$646,802	\$589,400	(\$57,402)	-9%	

Capital Improvement Plan FY2022 - FY2026 & FY2023 Capital Budget Overview

Carlo DeMaria, Mayor

Eric Demas, CFO/City Auditor

May 10, 2022



Overview: Capital Improvement Plan vs. Capital Improvement Budget

- Capital Improvement Plan (CIP) is the long term plan for capital improvements throughout the City (FY2022-FY2026).
- Capital Improvement Budget is the spending plan for the upcoming fiscal year (FY2023) for capital items.
- Combined, the CIP and Capital Budget are tools that help professionalize how capital projects are identified, prioritized, and funded for all City departments.

Capital Improvement Plan – Why?

- “Capital planning and budgeting is central to economic development, transportation, communication, delivery of essential services, environmental management and quality of life of our citizens. Much of what is accomplished by local government depends on a sound long-term investment in infrastructure and equipment.”
 - From ICMA’s *Capital Budgeting: A Guide For Local Governments*



Capital Improvement Plan: FY2022 – FY2026

- The Capital Improvement Plan (CIP) is the long term plan for capital improvements throughout the City.
- CIP ensures that capital needs are being addressed responsibly based upon priority and thoughtful planning.
- CIP is a critical component of capital improvement budgeting (FY2023) and the overall budget strategy.
- CIP gives the administration the ability and knowledge to address deferred maintenance, infrastructure needs, and all other future capital needs of the City.



Capital Improvement Plan: FY2022 – FY2026

- The CIP is a comprehensive document prepared by the administration that includes:
 - Mayor's Message
 - Program Overview
 - Executive Summary
 - Debt and Capital Improvement Policies
 - CIP comprehensive summary (five year)
 - Capital Plan - Debt Service Impact (one year)
 - Detailed summary of proposed FY2023 Capital Budget requests
- These documents are part of your CIP binder.

Capital Improvement Budget: FY2022

- The FY2023 Capital Improvement Budget is the upcoming year's spending plan for capital items.
- The Capital Improvement Budget dovetails into the City's FY2023 operational budget.
- Therefore, It is the hope of the administration that the capital budget is approved as part of the submission of the FY2023 operating budget.
- By approving the capital budget timely, the administration will be able to appropriately budget the capital expenses for all city departments.

Capital Improvement Budget:

“What is a capital asset?”

- All items in the CIP have to have the following to be included:
 - A value of \$35,000 or greater, and;
 - A useful life of five (5) or more years.
- Items that do not meet these two thresholds are considered operating costs and will be included as part of the operating budget.

FY2023 Capital Improvement Budget Executive Summary – General Fund

- This Capital Budget has multiple funding sources, including grant funds, revolving fund appropriations, and bonding.
- The total proposed Capital Plan for the City of Everett for FY2023 is \$29,119,000.
 - \$ 27,495,000 ~ Bonding (Long term debt issuance)
 - \$ 776,000 ~ Capital Improvement Stabilization
 - \$ 680,000 ~ Grants and Other Financial Sources (OFS)
 - \$ 168,000 ~ FY23 Revolving funds
- Details on the General Fund CIP can be found in FY2023 Capital Improvement Program.

Summary:

Capital Improvement Plan and its benefits

- Sound financial management represents one of the most critical aspects of local government administration.
- Capital planning enhances a community's credit rating, controls its tax rate, and avoids sudden changes in debt service requirements.
- Capital planning process will keep public informed of current community objectives as well as future needs and projects.
- Sound policies and planning will identify the most economical means of financing capital needs of the city.

Capital Improvement Program: Mayor's Message

Goals of the Capital Improvement Program (CIP)

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

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

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

Goals of the Mayor – FY2023 Capital Improvement Program (CIP)

My main goals are to improve the overall planning and budget process for addressing capital needs and to ensure accountability as it relates to implementation of capital work projects. The FY2023 capital budget is focused on overhauling and renovating neglected parks, playgrounds and recreational spaces, as well as continuing to improve the City's infrastructure.

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

FY2023 Capital Improvement Program (CIP) – Highlights of Proposed CIP and FY2023 Capital Budget

For FY2023, my administration has created a capital plan that is fiscally responsible and transparent. The plan includes a particular focus on asset preservation, replacement of apparatus, and continued improvements to the City's infrastructure.

Proposed capital equipment purchases for FY2023 include the following:

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

The total amount of the proposed FY2022 Capital Budget that will require an appropriation from the General fund operating budget is \$175,000.

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

- Design and Construction of a new police station
- Design and refurbishment of citywide tot Lots and parks
- Connolly Center renovations, including new roof
- City hall improvements, including a new roof
- Replacement of the elevators at the High School
- Street and sidewalk repairs
- Continuation of the Complete Streets program
- Improvements to Commercial Triangle
- Ferry and Elm Street improvements (City portion)
- Hancock street design

- Waterfront Improvements
-

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

Further details for all capital improvement items in the FY2023 Capital Improvement Budget will be included in your binders.

Capital Improvement Program Overview

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

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

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

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

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

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

FY2023 CIP – General Fund: Executive Summary

- The total proposed Capital Plan for the City of Everett for FY23 is \$29,119,000.
- The total amount proposed for borrowing is \$27,495,000.
- This Capital Plan has multiple funding sources, including grants and other available funds, free cash, one-time appropriations, and bonding.
- The list proposed is a scaled down list from departmental requests, with priority given to those projects that are supplemented by grant dollars or any other revenue sources that will keep net general fund expenditures to a minimum.

FY23 CIP – Funding Sources

FY23 CIP – funded from grants and other available funds:

- City Services – Full-depth re-pavement program (Ch. 90) \$ 680,000

TOTAL ~ GRANTS and OTHER FINANCIAL SOURCES: \$ 680,000

FY23 CIP – funded from Capital Improvement Stabilization fund:

- Police – Non-Administrative Vehicles (Patrol Division) \$ 125,000
- Police – Non-Administrative Vehicles (Parking Division) \$ 75,000
- Police – Administrative Vehicles \$ 145,000
- ISD – Vehciles \$ 70,000
- Fire Department – Fire Command Vehicle \$ 70,000
- Fire Department – Turnout Gear \$ 100,000
- Police – Body Armor \$ 34,000

- Police – Computer Upgrades \$ 75,000
- Police – Taser Upgrades \$ 82,000

TOTAL ~ CAPITAL IMPROVEMENT STABILIZATION FUND: \$ 776,000

FY23 CIP – funded from Cafeteria Revolving fund:

- Lafayette School – Kitchen Exhaust \$ 57,000
- Keverian School – Kitchen Exhaust \$ 54,000
- English School – Kitchen Exhaust \$ 57,000

TOTAL ~ CAFETERIA REVOLVING FUND: \$ 168,000

FY23 CIP – funded from anticipated Bond Authorization:

Vehicles and Equipment:

- Generators \$ 300,000

SUB-TOTAL ~ VEHICLES AND EQUIPMENT: \$ 300,000

Parks and Open Space:

- Citywide – Design and Refurbish Tot Lots \$ 200,000
- Everett Waterfront Improvements \$ 1,334,000

SUB-TOTAL ~ PARKS AND OPEN SPACE: \$ 1,534,000

FY23 CIP – funded from anticipated Bond Authorization (continued):

Public Buildings and Facilities:

- City Hall – Improvements \$ 450,000
- Armory Renovations \$ 6,400,000
- Stadium Design & Construction \$ 500,000
- Police Station Design & Construction \$ 2,500,000
- High School Gym Roof \$ 120,000
- Old High School – Roof, Boilers, Other \$ 2,350,000
- Replace School Alarm Panels \$ 200,000
- Replace EHS Boilers \$ 185,000
- Keverian School Heat Units \$ 56,000
- Keverian School Modular Unit \$ 2,000,000

SUB-TOTAL ~ PUBLIC BUILDINGS AND FACILITIES: \$ 14,761,000

Roadway Infrastructure:

- Street and Sidewalk Repairs \$ 3,000,000
- Complete Streets \$ 1,000,000
- Ferry & Elm Street Improvements \$ 1,000,000
- Elton & Tremont \$ 2,100,000
- Commercial Triangle Improvements \$ 1,800,000
- South Creek Improvements \$ 2,000 000

SUB-TOTAL ~ Roadway Infrastructure: \$10,900,000

BOND AUTHORIZATION ~ GRAND TOTAL: \$27,495,000

Capital Improvement Policies

Budget Policies

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

Debt Policies

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

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

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2022 - 2026

CAPITAL REQUEST	FY23 - FUNDING SOURCE	Actual FY 2022	Mayor's Request FY 2023	FY 2024	FY 2025	FY 2026
Vehicle/Equipment Acquisition						
I.T. - Replacement of City Technology Systems	Operating Budget	35,000	-	35,000	35,000	35,000
Police - Non-Administrative Vehicles (Patrol Division)	Capital CIP	314,000	125,000	125,000	125,000	125,000
Police - Administrative Vehicles	Capital CIP	-	145,000	35,000	35,000	35,000
Police - Equipment ~ Portable Radios	Operating Budget	-	-	75,000	75,000	75,000
Police - Equipment ~ Ballistic vests	Operating Budget	35,000	-	-	-	-
Police Radio System	Capital CIP	375,000	-	-	-	-
Police Body Armor	Capital CIP	-	34,000	-	-	-
Police Computer upgrades	Capital CIP	-	75,000	-	-	-
Police Taser upgrades	Capital CIP	-	82,000	82,000	82,000	82,000
Police Parking Enforcement Vehicles	Capital CIP	60,000	75,000	70,000	70,000	70,000
Fire Department - Equipment ~ Turnout Gear	Operating Budget	35,000	-	-	-	-
Fire Department - Fire Prevention Vehicle	Capital CIP	40,000	-	-	-	-
Fire Department - Ambulance	Bonding	250,000	-	-	-	-
Fire Department - Command Vehicle	Capital CIP	-	70,000	-	-	-
Fire Department - Turnout gear	Capital CIP	-	100,000	65,000	65,000	65,000
Fire Department - Pumper ~ Engine 3 replacement	Bonding	-	-	-	750,000	-
Inspectional Services - 2 Cars	Capital CIP	-	70,000	35,000	35,000	35,000
School Rack Truck	Bonding	-	-	-	60,000	-
City Services - Loader	Bonding	-	-	250,000	-	-
City Services - Backhoe	Bonding	-	-	-	-	-
City Services - 10 Wheel Dump truck with plow/sander	Bonding	-	-	-	-	-
City Services - 6 Wheel Dump truck with plow/sander	Bonding	-	-	-	-	-
City Services - F450 Dump truck with plow/sander	Bonding	-	-	78,000	78,000	78,000
City Services - Two (2) F350 Pickup Trucks	Bonding	-	-	90,000	45,000	45,000
City Services - Freightliner dump truck	Bonding	-	-	215,000	-	-
City Services - Compressor	Bonding	-	-	-	-	-
ISD - Citywide signs	Bonding	-	-	100,000	100,000	100,000
Generators	Bonding	-	300,000	-	-	-
Facilities Truck	Bonding	40,000	-	-	-	-
ISD Truck	Bonding	40,000	-	-	-	-
DPW-Backhoe	Bonding	100,000	-	-	-	-
DPW-Packer	Bonding	200,000	-	-	-	-
Subtotal: Equipment Acquisition		\$ 1,324,000	\$ 1,076,000	\$ 1,255,000	\$ 1,555,000	\$ 745,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2022 - 2026

CAPITAL REQUEST	FY23 - FUNDING SOURCE	Actual FY 2022	Mayor's Request FY 2023	FY 2024	FY 2025	FY 2026
Parks and Open Space						
Design and Refurbish City Parks and Tot Lots - Citywide	Bonding	700,000	200,000	700,000	700,000	700,000
Coburn Terrace Design and Construction	Bonding	500,000	-	-	-	-
Beautification Way Design and Construction	Bonding	-	-	-	-	-
Summer Street Park Design and Construction	Bonding	425,000	-	-	-	-
Park Ave & Highland Park Design and Construction	Bonding	-	-	-	-	-
Fuller Street Park Design & Construction	Bonding	1,000,000	-	-	-	-
Quarleno Park Design & Construction	Bonding	-	-	-	-	-
Madeline English Tot Lot Design & Construction	Bonding	-	-	-	-	-
Everett Waterfront Improvements	Bonding	1,000,000	1,334,000	1,334,000	1,334,000	1,334,000
Gramstorf Park - Park Design	CDBG	-	-	-	-	-
North strand Bike Path Lighting/Cameras//Amenities	Bonding	-	-	-	-	-
Glendale Cemetery Improvements	Bonding	50,000	-	-	-	-
Property Acquisitions	Bonding	-	-	-	-	-
Everett Square improvements	Bonding	-	-	1,000,000	1,000,000	1,000,000
		-	-	-	-	-
Subtotal: Parks and Open Space		\$ 3,675,000	\$ 1,534,000	\$ 3,034,000	\$ 3,034,000	\$ 3,034,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2022 - 2026

CAPITAL REQUEST	FY23 - FUNDING SOURCE	Actual FY 2022	Mayor's Request FY 2023	FY 2024	FY 2025	FY 2026
Public Buildings and Facilities						
City Hall - Improvements	Bonding	-	450,000	-	-	-
Armory Renovations	Bonding	-	6,400,000	-	-	-
Stadium design & Construction	Bonding	-	500,000	2,500,000	5,000,000	5,000,000
Police Station design & Construction	Bonding	-	2,500,000	20,000,000	30,000,000	-
Adams School (Down spouts, bricks, other)	Bonding	-	-	500,000	-	-
High School Elevators	Bonding	-	-	500,000	-	-
Parlin School ADA Compliance	Bonding	-	-	3,500,000	-	-
High School Gym Roof	Bonding	-	120,000	-	-	-
Old High School - Roof, boilers, other	Bonding	-	2,350,000	-	-	-
Webster Schools Roof - MSBA	Bonding/MSBA Grant	850,000	-	-	-	-
Replace school alarm panels	Bonding	-	200,000	-	-	-
Replace HS boilers	Bonding	-	185,000	-	-	-
Replace School telephone system	Bonding	-	-	-	350,000	-
Kevarian School Heat units	Bonding	-	56,000	-	-	-
Replace school clocks and paging system	Bonding	-	-	-	600,000	-
Kevarian School modular units	Bonding	-	2,000,000	-	-	-
Replace Whittier School Gym floor	Bonding	-	-	-	-	250,000
Replace Whittier School Ceiling	Bonding	-	-	-	-	500,000
English School Parking lot	Bonding	-	-	-	-	500,000
HS Roof underpass	Bonding	-	-	-	100,000	-
HS Lighting and control system	Bonding	-	-	-	-	225,000
Lafayette School - Kitchen Exhaust	Cafeteria revolving fund	-	57,000	-	-	-
Kevarian School - Kitchen Exhaust	Cafeteria revolving fund	-	54,000	-	-	-
English School - Kitchen Exhaust	Cafeteria revolving fund	-	57,000	-	-	-
High School Replacement of Equipment controls	Bonding	-	-	1,200,000	-	-
Parlin School Exterior wall	Bonding	-	-	650,000	-	-
Adams School Improvements	Bonding	-	-	-	500,000	-
Parlin School Air Conditioners	Bonding	-	-	-	250,000	-
School Admin building Parking lot	Bonding	-	-	-	-	150,000
Lafayette School Roof	Bonding	-	-	-	1,000,000	-
Lafayette School ACCU-2	Bonding	-	-	-	285,000	-
Kevarian School - ACCU-1	Bonding	-	-	-	-	335,000
Kevarian School - ACCU-2	Bonding	-	-	-	-	275,000
English School roof	Bonding	-	-	-	-	1,000,000
Kevarian School roof	Bonding	-	-	-	-	750,000
English School Chiller	Bonding	-	-	-	-	550,000
Subtotal: Public Buildings and Facilities		\$ 850,000	\$ 14,929,000	\$ 28,850,000	\$ 38,085,000	\$ 9,535,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2022 - 2026

CAPITAL REQUEST	FY23 - FUNDING SOURCE	Actual FY 2022	Mayor's Request FY 2023	FY 2024	FY 2025	FY 2026
Surface Enhancements						
Buss lane improvements	Bonding	-	-	-	-	-
Street and Sidewalk Repairs	Bonding	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Full Depth Repavement Program - Chapter 90	Grant	650,000	680,000	680,000	680,000	680,000
Raised Crosswalks	Bonding	1,300,000	-	-	-	-
Speed Bumps	Bonding	100,000				
Speed read-back signs	Bonding	100,000				
Complete Streets	Bonding	1,250,000	1,000,000	1,000,000	1,000,000	1,000,000
Ferry & Elm Street Improvements	Bonding	1,000,000	1,000,000	2,000,000	1,000,000	-
Main Street Improvements	Bonding		-	850,000	-	-
Elton & Tremont Phase 2	Bonding		2,100,000	1,000,000		
Commercial Triangle improvements	Bonding	1,000,000	1,800,000	3,300,000	3,300,000	2,900,000
South Creek Improvements	Bonding		2,000,000			
Hancock Design & Construction	Bonding	100,000	-	-	-	2,000,000
Subtotal: Surface Enhancements		\$ 8,500,000	\$ 11,580,000	\$ 11,830,000	\$ 4,680,000	\$ 7,580,000

City of Everett
Five Year Capital Improvement Plan - General Fund
Fiscal Years 2022 - 2026

CAPITAL REQUEST	FY23 - FUNDING SOURCE	Actual FY 2022	Mayor's Request FY 2023	FY 2024	FY 2025	FY 2026
Total - General Fund		\$ 14,349,000	\$ 29,119,000	\$ 44,969,000	\$ 47,354,000	\$ 20,894,000
LESS ~ Non Grant Funds to offset costs						
CIP: from Capital Improvement Stabilization Fund:						
Police - Non-Administrative Vehicles (Patrol Division)		(314,000)	(125,000)	(125,000)	(125,000)	(125,000)
Police - Non-Administrative Vehicles (Parking Division)			(75,000)	(70,000)	(70,000)	(70,000)
Police - Administrative Vehicles		(70,000)	(145,000)	(35,000)	(35,000)	(35,000)
ISD - Vehicles		-	(70,000)	(35,000)	(35,000)	(35,000)
Fire Department - Fire Command Vehicle		-	(70,000)	-	-	-
Fire Department - Turnout gear		-	(100,000)	-	-	-
Police Body Armor			(34,000)			
Police Computer upgrades			(75,000)			
Police Taser upgrades			(82,000)			
LESS ~ Grants and other sources/funds to offset costs						
CIP: Grants and other sources/funds to offset costs						
GRANTS AND OTHER AVAILABLE FUNDS						
Engineering - Chapter 90		(650,000)	(680,000)	(680,000)	(680,000)	(680,000)
Webster School - MSBA		(720,000)		-	-	-
Lafayette School - Kitchen Exhaust	Cafeteria revolving fund		(57,000)			
Keverian School - Kitchen Exhaust	Cafeteria revolving fund		(54,000)			
English School - Kitchen Exhaust	Cafeteria revolving fund		(57,000)			
		-	-	-	-	-
		-	-	-	-	-
APPROPRIATIONS - FY22 OPERATING BUDGET						
IT - Replacement of City Technology Systems		(35,000)	-	(35,000)	(35,000)	(35,000)
Police - Equipment ~ Portable radios		-	-	(75,000)	(75,000)	(75,000)
Police - Equipment ~ Ballistic vests		(35,000)	-	-	-	-
Fire Department - Equipment ~ Turnout Gear		(35,000)	-	-	-	-
Net ~ General Fund Expenses - to be bonded		\$ 12,490,000	\$ 27,495,000	\$ 43,914,000	\$ 46,299,000	\$ 19,839,000
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026

City of Everett
Capital Plan - Enterprise Fund (Water/Sewer)
Fiscal Year 2022 - 2026

CAPITAL REQUEST	STATUS	FUNDING SOURCE	Actual FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Enterprise Fund (Water/Sewer Projects)							
Hydrant Replacement Program		Operating Budget	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Water Main Replacement (MWRA's LWSAP program*)		Bond - MWRA int. free loan	\$ -	\$ -	\$ -	\$ -	\$ -
Water Main Replacement (MWRA's LWSAP program (Phase 11*))		Bond - MWRA int. free loan	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800	\$ 629,800
MWRA Lead program		Bond - MWRA int. free loan	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Stormwater Capital		Operating Budget	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Ferry & Elm Improvements		ARPA		\$ 3,000,000	\$ 3,000,000		
Water Main improvements		ARPA	\$ 4,000,000	\$ 2,000,000	\$ -	\$ -	\$ -
INFRASTRUCTURE - SEWER/STORMWATER							
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 1-8**)		MWRA grant					
**City can authorize \$2,088,000 of available funds - 45% grant/55% int. free loan		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond/grant					
**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phases 9-10**)		MWRA bond /grant					
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-12**)		MWRA bond /grant	\$ 1,065,750	\$ -	\$ -	\$ -	\$ -
Sewer Infiltration (MWRA's Inflow/Infiltration program phase 11-14**)		MWRA bond /grant	\$ 355,250	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000	\$ 1,770,000
**City can authorize \$1,421,000 of available funds - 75% grant/25% int. free loan							
Storm Water improvements (non-inflow/Infiltration projects)		Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -
GIS Improvements		Bonding					
Data management system		Bonding					
Paris Street Sewer/drain separation		MWRA Grant		\$ 3,400,000	\$ 2,250,000		
Subtotal: Water and Sewer Enterprise Fund			\$ 7,705,800	\$ 12,429,800	\$ 9,279,800	\$ 4,029,800	\$ 4,029,800
LESS ~ Non Grant Funds to offset costs							
Water/Sewer CIP: OFS							
Operating Fund appropriation - Fire Hydrant Replacement			\$ (50,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)
Grant - MWRA			\$ (1,065,750)	\$ -	\$ -	\$ -	\$ -
Operating Fund appropriation - Storm water			\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)	\$ (105,000)
LESS ~ Grants and other sources/funds to offset costs							
ARPA funds				\$ (5,000,000)	\$ (3,000,000)		
MWRA Grant				\$ (3,400,000)	\$ (2,250,000)		
Net ~ Enterprise Fund Expenses - to be bonded			\$ 6,485,050	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800	\$ 3,899,800
			FY 2022	FY 2023	FY 2024	FY 2025	FY 2026



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

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

Carlo DeMaria, Mayor
Eric Demas, Chief Financial Officer

Memo

To: All Department Heads
From: Eric Demas
Re: FY2023 Capital Requests and Five-year Capital Plan
Date: February 24, 2022

The City has begun modifying the Capital Improvement Program (five year plan) and Capital Improvement Budget (one year plan) for FY2023 budgeting purposes. As such, I have included the documents necessary in order for you to complete your requests for FY2023. You will find the following documents attached:

- Capital Improvement Program Overview
- Capital Project/Equipment request form (required for each FY2023 request)
- Copy of most recent CIP (including FY2022 approved projects and FY2022-FY2026 projected plans) for your review and to modify if necessary
- Capital Improvement/Debt Policy

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

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

Capital Asset

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

Not a Capital Asset

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

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

1. CAPITAL PROJECTS
 - a. For FY23 and beyond, all Capital Projects will be directed through the City's Planning Department, once received by the CFO.
 - b. Projects that have matching funds will have priority and the source of the matching funds should be identified within the request form or in a separate document.
2. CAPITAL EQUIPMENT
 - a. For FY23 and beyond, all Capital Equipment will be directed through the City Services Department where applicable, once received by the CFO.
 - b. Backup documentation (i.e. literature from manufacturer of equipment, detailed descriptions, price quotes obtained, state bid list identification, etc.) will help keep the process efficient.
 - c. Any equipment that may be traded in and/or surplus should be identified.

You may have already queued up projects or equipment for FY2023 as part of FY2022 process. This does not bind you to that schedule. This is your opportunity to eliminate, add, or reprioritize your respective plans. Feel free to mark up the five (5) year Capital Improvement Program spreadsheet if need be. I will then make the adjustments for the final presentation to the Mayor.

The deadline for submittal of your capital plan requests is Wednesday, March 31, 2022. Laureen will be contacting you to set up a meeting to discuss your capital requests.

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

Everett Debt Service Projection FY2023 Projects - General Fund

		Yrs.	2.00%	Projected Bond Interest Rate							
Departmental Equipment					FY24	FY25	FY26	FY27	FY28	FY29	TOTAL
Generators	10	\$	300,000	Principal		60,000	60,000	60,000	60,000	60,000	300,000
				Interest	3,000	5,400	4,200	3,000	1,800	600	18,000
SUBTOTAL: Departmental Equipment		\$	300,000	Principal	-	60,000	60,000	60,000	60,000	60,000	300,000
				Interest	3,000	5,400	4,200	3,000	1,800	600	18,000

Everett Debt Service Projection FY2023 Projects - General Fund

	Yrs.	2.00%	Projected Bond Interest Rate								
Parks and Open Space				FY24	FY25	FY26	FY27	FY28	FY29		TOTAL
Design & Refurbish City Parks & Tot Lots - Citywide	10	\$ 200,000	Principal		20,000	20,000	20,000	20,000	20,000		200,000
			Interest	2,000	3,800	3,400	3,000	2,600	2,200		22,000
Everett Waterfront Improvements	10	\$ 1,334,000	Principal		133,400	133,400	133,400	133,400	133,400		1,334,000
			Interest	13,340	25,346	22,678	20,010	17,342	14,674		146,740
SUBTOTAL: Parks and Open Space		\$ 1,534,000	Principal	-	153,400	153,400	153,400	153,400	153,400		1,534,000
			Interest	15,340	29,146	26,078	23,010	19,942	16,874		168,740

Everett Debt Service Projection FY2023 Projects - General Fund

	Yrs.	2.00%	Projected Bond Interest Rate								
Public Buildings, Facilities and Infrastructure					FY24	FY25	FY26	FY27	FY28	FY29	TOTAL
City Hall - Improvements	20	\$ 450,000	Principal			90,000	90,000	90,000	90,000	90,000	450,000
			Interest	4,500	8,100	6,300	4,500	2,700	900		27,000
Armory Renovations	20	\$ 6,400,000	Principal			1,280,000	1,280,000	1,280,000	1,280,000	1,280,000	6,400,000
			Interest	64,000	115,200	89,600	64,000	38,400	12,800		384,000
Stadium Design & Construction	20	\$ 500,000	Principal			100,000	100,000	100,000	100,000	100,000	500,000
			Interest	5,000	9,000	7,000	5,000	3,000	1,000		30,000
Police Station Design & Construction	20	\$ 2,500,000	Principal			250,000	250,000	250,000	250,000	250,000	2,500,000
			Interest	25,000	47,500	42,500	37,500	32,500	27,500		275,000
High School Gym Roof	20	\$ 120,000	Principal			6,000	6,000	6,000	6,000	6,000	120,000
			Interest	1,200	2,340	2,220	2,100	1,980	1,860		24,180
Old High School Improvments (roof, boilers, etc.)	20	\$ 2,350,000	Principal			235,000	235,000	235,000	235,000	235,000	2,350,000
			Interest	23,500	44,650	39,950	35,250	30,550	25,850		258,500
Replace School Alarm Panels	10	\$ 200,000	Principal			20,000	20,000	20,000	20,000	20,000	200,000
			Interest	2,000	3,800	3,400	3,000	2,600	2,200		22,000
Replace High School Boilers	20	\$ 185,000	Principal			18,500	18,500	18,500	18,500	18,500	185,000
			Interest	2,775	3,515	3,145	2,775	2,405	2,035		21,275
Keverian School Heat Units	10	\$ 56,000	Principal			5,600	5,600	5,600	5,600	5,600	56,000
			Interest	840	1,064	952	840	728	616		6,440
Keverian School Modular Units	10	\$ 2,000,000	Principal			200,000	200,000	200,000	200,000	200,000	2,000,000
			Interest	30,000	38,000	34,000	30,000	26,000	22,000		230,000
Street & Sidewalk Repairs	10	\$ 3,000,000	Principal			300,000	300,000	300,000	300,000	300,000	3,000,000
			Interest	45,000	57,000	51,000	45,000	39,000	33,000		345,000
Complete Streets	10	\$ 1,000,000	Principal			100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest	15,000	19,000	17,000	15,000	13,000	11,000		115,000
Ferry & Elm Improvements	10	\$ 1,000,000	Principal			100,000	100,000	100,000	100,000	100,000	1,000,000
			Interest	15,000	19,000	17,000	15,000	13,000	11,000		115,000
Elton & Tremont Phase 2	10	\$ 2,100,000	Principal			210,000	210,000	210,000	210,000	210,000	2,100,000
			Interest	31,500	39,900	35,700	31,500	27,300	23,100		241,500
Commercial Triangle Improvements	10	\$ 1,800,000	Principal			180,000	180,000	180,000	180,000	180,000	1,800,000
			Interest	27,000	34,200	30,600	27,000	23,400	19,800		207,000
South Creek Improvements	10	\$ 2,000,000	Principal			200,000	200,000	200,000	200,000	200,000	2,000,000
			Interest	30,000	38,000	34,000	30,000	26,000	22,000		230,000
SUBTOTAL: Public Bldgs, Facilities, and Infrastructure		\$ 25,661,000	Principal		-	3,295,100	3,295,100	3,295,100	3,295,100	3,295,100	25,661,000
			Interest	260,315	480,269	414,367	348,465	282,563	216,661		2,064,895
GRAND TOTAL		\$ 27,495,000	Principal		-	3,508,500	3,508,500	3,508,500	3,508,500	3,508,500	27,495,000
			Interest	278,655	514,815	444,645	374,475	304,305	234,135		2,251,635