



MEMORANDUM

**TO: Mayor Charles Sisitsky
City Council**

From: Louise Miller, Chief Financial Officer/ Director of Administration and Finance

**Cc: Michael Tusino, Chief Operating Officer
Jennifer Pratt, Assistant CFO/ Chief Procurement Officer**

Date: May 2, 2022

Re: Budget Summary Operating and Capital Budget Recommendations FY2024

Budget Summary FY2024 Operating and Capital Budgets

Maintaining a balanced budget while working to meet the service needs of the community continues to require careful planning, especially in light of the twin threats of inflation and recession. The City experiences the same challenges as businesses and residents, with rising costs for goods and services and labor shortages, straining the City's ability to sustain service levels to the community. The FY2024 budget benefited from an unexpectedly high increase in State Aid, easing some of the pressure from increased costs.

The FY2024 budget continues the work started in FY2023 to create and maintain balanced budgets. FY2023 budget aimed to correct the imbalance between revenues and expenditures in prior year budgets. Specifically, the FY2023 budget reduced the use of one-time revenues to fund recurring operating budget expenditures. In FY2023, the City's goal of preparing a balanced operating budget was facilitated by a substantial increase in State Aid funding, which helped ease the return to structurally balanced budgets. In FY2023, the City also accounted for anticipated salary savings from a number of vacancies following the COVID-19 pandemic, lowering certain departmental budgets.

The FY2024 budget nearly eliminates reliance on one-time funding, once again helped with a substantial increase in State Aid funding, for which the City thanks the Governor and the City's legislative delegation for proposing and supporting. On the expense side, the City continues to examine operations carefully to improve service delivery, while being more efficient and more cost-effective. Departments reviewed in FY2023 include Legal Department, Mayor's Office, Assessing, Human Resources, Water and Sewer, and Planning and Community Development. This departmental review work will continue in FY2024 the benefits of which will be incorporated into the FY2025 budget. On the expense side, the FY2024 budget also does not rely on anticipated salary savings to balance expenditures. Many vacancies on the City-side have been filled, with certain specialized jobs only remaining unfilled. To replace services provided by those vacancies, additional funding is proposed in contractual services for some departments. Strategies for hiring and training is proposed in other departments.

The Budget Summary combines both Operating and Capital budgets for each of the City's Divisions and Departments. Each budget summary title sets forth whether the budget is level fund, level service, or increase service. Spreadsheets are attached to this memorandum that detail the departmental requests

and the recommendations. There are notes next to certain recommendations for increases or decreases in the spreadsheets to specific line items to explain the reasoning for the recommended changes.

FY2024 General Financial Information

FY2024 Budget Sustainability: Recurring vs. Non-Recurring Revenue and Expenditures

In any discussion of revenue or expenditures for FY2024, it is important to begin the discussion where it was left in FY2023 distinguishing recurring and non-recurring revenue and recurring and non-recurring expenses. Recurring revenue is revenue that is anticipated to be collected year after year. Non-recurring revenue is revenue that can only be counted on in the year in which it is received either because the amount can vary or because it does not occur annually. The same applies to expenditures. Recurring expenditures are those that occur on an annual basis with little change. Non-recurring expenditures are one-time or periodic expenditures. One of the basic premises of sustainable budgets is to match revenue and expenditures as recurring and non-recurring, with sufficient recurring revenue to support recurring expenses and non-recurring revenue used only for non-recurring expenses. FY2023 was a return to sustainable budgets. FY2024 is an easier year to manage fiscally thanks to a substantial increase in State Aid.

Sustainable Budgeting

- *Recurring revenue covers recurring expenses*
- *Non-recurring revenue is used for non-recurring expenses only*

FY2024 – Building a Sustainable Operating Budget

- *Eliminate one-time sources of funding*
- *Determine a policy for use of Free Cash for operating and capital expenditures*

In FY2023, the City eliminated reliance on most one-time sources of funding for the operating budget, ending the prior reliance in both FY2021 and FY2022, on significant non-recurring funding from Federal Coronavirus Relief Funds, commonly referred to CARES and ARPA funding. The FY2023 budget

reduced reliance on Free Cash as a source of funding but did include continuing reliance on some non-recurring revenue, including depletion of a Health Insurance Trust Account and rental income from Massachusetts Bay Community College.

The FY2024 budget includes no one-time revenue to fund the operating budget. The recommended amount of Free Cash to be used for operations is reduced to \$2M. A policy on use of Free Cash to fund operating and capital expenditures going forward will be developed during FY2024.

Financial Indicators

Framingham has Aa2 negative bond rating from Moody's. The downgrade from Aa2 to Aa2 negative is based on audited fiscal 2021 results that reflect a material decline in the City's financial position attributable to use of reserves to balance the operating budget, one-time use of reserves towards a school project and operating challenges in the Water and Sewer Enterprise Fund. Moody's did recognize that the city has begun to address the operating imbalance in the fiscal 2023 budget with conservative assumptions and a decline in the use of reserves. Moody's also commented on the City's new controls over debt burden,

Moody's AA2 negative bond rating

- *Overuse of reserves with limited property tax levy increases*
- *Concern about commercial tax base*
- *Unstable financial operations*

noting that the debt burden is slightly elevated but expected to remain level over the next few years. In terms of other liabilities, the pension and OPEB liabilities should remain manageable over the long-term.

Moody's is looking for a plan from the City to maintain balanced operation, specifically, to increase reserves, focus on economic development, stabilize the tax levy, and stabilize debt.

The City raised water and sewer rates 16% for FY2023 to end the Enterprise Fund deficit. Enterprise Fund revenue equaled expenses in FY2022, due, in part to a hold on expenditures and some salary savings from vacancies. The increased water and sewer rates in FY2023 and a continuing high vacancy rates are enabling another positive balance sheet at year-end. In FY2023, the water and sewer billing division with the Water and Sewer Department was examined to determine the cause of anomalies in billing. During FY2023, water and sewer billing issues were identified and work continues to rectify them.

In FY2023, Framingham began restoring its fund balances in the General Fund and the Enterprise Fund by ensuring continuing growth in revenue. For the General Fund, the City supported tax levy growth and recognition of new growth through economic development. For the Enterprise Fund, the City raised rates to cover past years of deficit and slowed capital expenditures to stabilize debt service levels.

FY2024 will continue the restoration of fund balances and strengthening of the City's finances by stabilizing the tax levy through raising taxes sustainably, setting fair rates to cover the Enterprise Fund expenses, and by stabilizing debt services levels in the General Fund and Enterprise Fund through adoption of a capital investment plan that meets the City's needs and provide the services that residents need and expect while being fiscally sensible.

FY2024 – Restoration of Fund Balances

- *FY2023 budget stops the drop in General Fund Free Cash*
- *FY2023 begins rebuilding Enterprise Fund Retained Earnings*
- *Encourage commercial economic development*
- *Stabilize tax levy through controlled tax increase*

FY2024 Operating and Capital Budget Challenges

The primary departmental budget challenges for FY2024 that will require careful balancing of governmental services are labor shortages, inflation, and supply chain delays. Labor shortages result in higher salary scales to attract and retain employees. Inflation can be seen in increased costs for contractors, health insurance, liability insurance, fuel, energy. Supply chain delays continue to challenge the availability of goods, replacement of equipment, and completion of projects. The City is also finishing negotiations will all outstanding collective bargaining units. FY2024 should be the last year that the City funds multi-year contractual catch-up.

FY2024 Operating Budget Challenges

- *Labor costs*
 - *Labor shortages*
 - *Health Insurance*
- *General Operating Costs*
 - *Liability Insurance*
 - *Energy and fuel*
- *Project costs*
 - *Inflation*
 - *Supply chain*

Labor Costs

Labor Shortages: Labor shortages are resulting in high vacancy rates in certain departments, leading to increases costs of employment. The increased costs can be seen in the need to offer higher salaries to fill positions and the need to raise salaries to maintain the City’s workforce. During FY2023, the City has continued negotiating and settling a number of collective bargaining agreements, all of which are included in the recommended salary for relevant departments. Many of these contracts were unsettled

Labor shortages

- *High vacancy rates for certain positions*
- *Higher salaries*

for two or more years. These contracts were settled with retroactive salary increases as well as increases for FY2024. The FY2023 budget included a salary reserve to cover retroactive increases. The FY2024 salary increases for bargaining units settled in FY2023 include multiple years of increases, since increases are cumulative. In addition, the Mayor has requested a 2% increase in salaries for non-union non-management employees which is included in the

FY2024 budget. The Mayor has also implemented a merit-based raise system for senior management and division heads, which Council funded retroactive to January 1, 2023. Collective bargaining agreements are beginning to come up for negotiations again, including the Fire union. Funds have been placed in salary reserves in FY2024.

Looking ahead: Framingham is facing the same labor shortage as the US as a whole. Certain departments are facing workforce gaps that require a rethinking of how services are delivered in Framingham. In FY2024, the City will complete compensation and classification studies for two of its collective bargaining units and for its non-union employees, both non-managerial and managerial. In FY2024, the City also plans to begin offering an in-house Commercial Driver License program to help with the hiring of employees for which those licenses are required (primarily Public Works, Parks, and bus drivers).

Health Insurance: Framingham is a member of the Group Insurance Commission (GIC). In FY2023, Fallon Health, the least expensive health coverage option in GIC was eliminated when Fallon Health stopped offering commercial health plans as of June 30, 2022. In FY2024, Tufts Health is no longer available as a result fo the Point 32 Health merger. In FY2023, the GIC issued an RFR (Request for Response) for health insurance providers for the GIC. Following an evaluation process, the GIC developed new plans for health benefits coverage. The City received guidance that rates would increase by 8% on the high end. Based on an analysis of the City’s actual enrollment in FY2023, an estimate of which plan enrollees would selected for FY2024, the City’s Health Insurance cost increase is now estimated at 5.04%. In addition, the School Department’s budget includes over 50 new positions. The average cost of health insurance is \$16,156, which yields a total cost of \$807k for 50 new employees.

- Health Insurance
- *Higher costs due to fewer health insurance providers*
 - *Additional benefits eligible employees in School Department*

Looking ahead: Health Insurance continues to be a big driver of increased overhead costs for employees. It is anticipated that cost of Health Insurance will continue to outpace other areas of the budget.

General Operating Costs

Liability Insurance: The City has been informed of a potentially high increase in rates for its general liability insurance. The City is exploring options with respect to its coverage levels as well as possibly issuing bids for liability insurance coverage. This line item in the budget may require revision as the budget process progresses.

Energy and Fuel Costs: Anticipating inflationary pressure and consequent high energy costs, the City bid for the supply of natural gas and electricity. The distribution costs for energy, which are set by the Massachusetts Department of Public Utilities, have increased over the past year but are fluctuating. While residents and businesses in Framingham may have seen their energy bills increase significantly, the City’s energy costs are projected to increase on average by 2.5% in FY2024. Framingham relies on State bid contracts for vehicle and equipment fuel. The City waited for fuel prices to come down from their peak during FY2023 to lock in prices for the remainder of the year. The City is now monitoring prices for FY2024.

- Energy and Fuel
- *Favorable electricity and gas supply contracts for FY2023 and FY2024 offset increasing costs of delivery*
 - *Adjustment to fuel costs in FY2023 for most departments. Remainder of departments adjusted in FY2024.*

Looking ahead: The inflationary pressures on energy costs are anticipated to continue due to political disputes regarding types of fuel production, international alliances, and philosophical differences regarding climate. We currently project all energy costs to increase and remain at a high level for the near future.

FY2024 Operating and Capital Budgets by Division and Department

1. City Council

City Council: Level Service - Total Operating Budget increase: \$17,308 or 5.39%; No Capital Budget

The City Council salaries budget is recommended to increase by \$18,848 or 9.70% for FY2024, reflecting funding for the auditor position partially funded in FY2023. The budget for education and training was reduced by \$4,000 to reflect more accurately actual expenditures by the Council in prior years.

- City Council*
- *Level Service*
 - *Increase \$17,308 or 5.39%*

City Council Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
City Council						
Stipend	\$ 57,500	\$ 57,500	\$ 57,500		\$ -	0.00%
Salary & Wages - Regular	\$ 121,778	\$ 144,247	\$ 145,626	2.0	\$ 23,848	19.58%
Salary & Wages - Overtime	\$ 15,000	\$ 15,000	\$ 10,000		\$ (5,000)	-33.33%
Total Salary & Wages	\$ 194,278	\$ 216,747	\$ 213,126		\$ 18,848	9.70%
Maintenance - Building	\$ -	\$ -	\$ -		\$ -	-
Maintenance - Software	\$ -	\$ -	\$ -		\$ -	-
Professional and Technical Services	\$ 110,000	\$ 110,000	\$ 110,000		\$ -	0.00%
Printing and Communications	\$ 4,400	\$ 4,400	\$ 4,400		\$ -	0.00%
Phones and Radios	\$ -	\$ -	\$ -		\$ -	-
Supplies - Office	\$ 2,575	\$ 2,575	\$ 2,575		\$ -	0.00%
Education, Training, Dues, etc.	\$ 6,740	\$ 6,740	\$ 5,700		\$ (1,040)	-15.43%
Total Operating Expenses	\$ 123,715	\$ 123,715	\$ 122,675		\$ (1,040)	-0.84%
Operating Capital	\$ 3,000	\$ 2,500	\$ 2,500		\$ (500)	0.00%
Total	\$ 320,993	\$ 342,962	\$ 338,301	2.0	\$ 17,308	5.39%

2. Non-Departmental Committees

Other Committees: New Funding for Economic Development Corporation – New Committee; Level Fund Disability Commission; Level Service Traffic Commission ; No Capital Budget

The Economic Development Corporation was approved by the State legislature and the Governor during FY2023. The budget for FY2024 includes \$50,000 in operating expenses, which should allow the EDC to hire consultants or engage any needed contractual services.

- Other Committees (EDC, Disability, and Traffic)*
- *New Funding for Economic Development Corporation*
 - *Increase \$43,000*
 - *Level Fund – Disability Commission*
 - *No change*
 - *Level Service Traffic Commission*
 - *Decrease \$13,500*

The Disability Commission was level funded. The Traffic Commission’s budget is level service. The decrease of \$13,500 represents an adjustment in FY2024 based on historical expenditure levels.

Other Committees Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
EDC - NEW						
Salary & Wages - Parttime	\$ -	\$ -	\$ -		\$ -	-
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	-
Total Salary & Wages	\$ -	\$ -	\$ -		\$ -	-
Professional and Technical Services	\$ 7,000	\$ 50,000	\$ 50,000		\$ 43,000	614.29%
Printing and Communications	\$ -	\$ -	\$ -		\$ -	-
Phones and Radios	\$ -	\$ -	\$ -		\$ -	-
Supplies - Office	\$ -	\$ -	\$ -		\$ -	-
Special Awards	\$ -	\$ -	\$ -		\$ -	-
Education, Training, Dues, etc.	\$ -	\$ -	\$ -		\$ -	-
Total Operating Expenses	\$ 7,000	\$ 50,000	\$ 50,000		\$ 43,000	614.29%
Total	\$ 7,000	\$ 50,000	\$ 50,000	0.0	\$ 43,000	614.29%
Disability Commission						
Maintenance - Software	\$ 24,000	\$ 24,000	\$ 24,000		\$ -	0.00%
Professional and Technical Services	\$ 2,000	\$ 2,000	\$ 2,000		\$ -	0.00%
Printing and Communications	\$ -	\$ -	\$ -		\$ -	-
Supplies - Office	\$ 2,000	\$ 2,000	\$ 2,000		\$ -	0.00%
Education, Training, Dues, etc.	\$ 4,500	\$ 4,500	\$ 4,500		\$ -	0.00%
Total Operating Expenses	\$ 32,500	\$ 32,500	\$ 32,500		\$ -	0.00%
Total	\$ 32,500	\$ 32,500	\$ 32,500	0.0	\$ -	0.00%
Traffic Commission						
Maintenance - Software	\$ -	\$ -	\$ -		\$ -	-
Professional and Technical Services	\$ 54,750	\$ 50,000	\$ 40,000		\$ (14,750)	-26.94%
Printing and Communications	\$ -	\$ 250	\$ 250		\$ 250	-
Police Details	\$ -	\$ -	\$ -		\$ -	-
Supplies - Public Works	\$ 9,000	\$ 10,000	\$ 10,000		\$ 1,000	11.11%
Education, Training, Dues, etc.	\$ -	\$ -	\$ -		\$ -	-
Total Operating Expenses	\$ 63,750	\$ 60,250	\$ 50,250		\$ (13,500)	-21.18%
Total	\$ 63,750	\$ 60,250	\$ 50,250	0.0	\$ (13,500)	-21.18%

2. Capital Projects and Facilities Management

Capital Projects and Facilities Management: Increased Service Budget - Total Operating Budget increase: \$250,071 or 11.76%; Total Capital: \$1,068,075 - \$568,075 in FY2024 for Energy Sustainability Projects, \$500,000 Mechanical and Roofing Projects

The Capital Projects and Facilities Management budget for FY2024 increases the level of service to be provided by the Department. The budget includes funding all current 40-hour positions in an hourly amount equal to the 37.5 hour positions. The budget also includes additional funding for updates to the Library's Costin Room, furniture replacement and other building maintenance projects throughout the

City in City buildings. The FY2024 budget also includes cleaning and maintenance of 188 Concord Street, which was purchased by the City during FY2023.

With respect to the capital budget, the Department continues to focus on energy sustainability projects that would reduce the City's electricity consumption or convert the City from non-renewable to renewable energy sources, and would facilitate residents and businesses conversion to renewable energy sources. With respect to City facilities, design is recommended for a number of roof replacement and HVAC/mechanical projects for FY2024, with funding in further years.

- Capital Projects and Facilities Management**
- **Operating Budget**
 - Increase services
 - Increase of \$250,071 or 11.76%
 - Increase maintenance budget for 188 Concord Street
 - Add Library Costin Room Upgrades
 - **Capital Budget**
 - Energy Sustainability projects
 - Design HVAC and roofing construction projects

Capital Projects and Facilities Management Operating Budget

		FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change
Facilities						
	Capital Projects and Facilities Management					
	Salary & Wages - Regular	\$ 995,709	\$ 1,033,176	\$ 1,080,189	18.0	\$ 84,480
	Salary & Wages - Overtime	\$ 61,000	\$ 62,200	\$ 65,000		\$ 4,000
	Salary & Wages - Differentials	\$ 16,444	\$ 17,176	\$ 18,722		\$ 2,278
	Salary & Wages - Other	\$ 6,050	\$ 6,050	\$ 6,300		\$ 250
	Total Salary & Wages	\$ 1,079,203	\$ 1,118,602	\$ 1,170,211		\$ 91,008
	Maintenance - Building	\$ 157,243	\$ 182,322	\$ 190,000		\$ 32,757
	Maintenance - Equipment	\$ 145,180	\$ 166,439	\$ 160,000		\$ 14,820
	Maintenance - Vehicles	\$ 8,000	\$ 10,000	\$ 10,000		\$ 2,000
	Equipment Rental	\$ -	\$ -	\$ -		\$ -
	CSX Lease	\$ 25,000	\$ 25,000	\$ 25,000		\$ -
	Bank Service Charges	\$ 13,500	\$ 14,000	\$ 14,000		\$ 500
	Professional and Technical Services	\$ 118,000	\$ 146,000	\$ 138,000		\$ 20,000
	Printing and Communications	\$ 650	\$ 3,650	\$ 3,650		\$ 3,000
	Phones and Radios	\$ 11,100	\$ 9,400	\$ 9,400		\$ (1,700)
	Medical Costs - Employees	\$ -	\$ -	\$ -		\$ -
	Supplies - Office	\$ 3,925	\$ 3,925	\$ 3,925		\$ -
	Supplies - Building	\$ 125,343	\$ 152,434	\$ 137,500		\$ 12,157
	Fuel	\$ 18,725	\$ 19,425	\$ 18,725		\$ -
	Education, Training, Dues, etc.	\$ 4,210	\$ 4,350	\$ 4,350		\$ 140
	Total Operating Expenses	\$ 630,876	\$ 736,945	\$ 714,550		\$ 83,674
	Electricity	\$ 347,705	\$ 430,137	\$ 386,398		\$ 38,693
	Fuel Oil	\$ -	\$ -	\$ -		\$ -
	Natural Gas	\$ 67,850	\$ 67,850	\$ 69,546		\$ 1,696
	Total Energy	\$ 415,555	\$ 497,987	\$ 455,944		\$ 40,389
	Operating Capital	\$ -	\$ -	\$ 35,000		\$ 35,000
	Total	\$ 2,125,634	\$ 2,353,534	\$ 2,375,705	18.0	\$ 250,071

Capital Projects and Facilities Management Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Capital Projects & Facilities Management	Building Electrification: Fire Station #7 HVAC		\$ 35,000			\$ 35,000
Capital Projects & Facilities Management	Citywide Solar Alternative Energy and Resiliency Procurement	\$ 25,000	\$ 25,000		\$ 25,000	
Capital Projects & Facilities Management	Clean Energy Resiliency Development	\$ 250,000	\$ 100,000			\$ 100,000
Capital Projects & Facilities Management	Climate Action Plan	\$ 68,075	\$ 68,075		\$ 68,075	
Capital Projects & Facilities Management	Green Communities	\$ 100,000	\$125,000			\$ 125,000
Capital Projects & Facilities Management	Heat Pump System Upgrade & Expansion: Memorial Hall		\$ 35,000	\$ 35,000		
Capital Projects & Facilities Management	HVAC System Enhancements: DPW Headquarters	\$ 60,000	\$ 60,000	\$ 60,000		
Capital Projects & Facilities Management	HVAC System Renovation: Police Department Headquarters		\$ 25,000	\$ 25,000		
Capital Projects & Facilities Management	Roof Repairs & Replacements DPW Headquarters	\$ 50,000	\$ 200,000			\$ 200,000
Capital Projects & Facilities Management	Roof: Replacement - Fire Station #7 (Water Street)	\$ 25,000	\$ 25,000	\$ 25,000		
Capital Projects & Facilities Management	Roof Replacement - Memorial Building	\$ 120,000	\$ 120,000	\$ 120,000		
Capital Projects & Facilities Management	Vehicle Electrification Initiative	\$ 431,000	\$ 250,000		\$ 250,000	

3. City Clerk

The City Clerk is responsible for two departments: The City Clerk’s Office and Elections.

City Clerk: Level Service - Total Operating Budget increase: \$36,750 or 8.68%; No Capital requested

Elections: Level of Service - Total Operating Budget increase: \$81,908 or 131.24%; No Capital requested

While the City Clerk’s Office and the Elections Department are funded for level services, the request for both departments reflects 3 elections in FY2024. The voting machines and booths were replaced in FY2023. No further capital requests have been made by the City Clerk in FY2024.

City Clerk and Elections

- *Level Service Budget includes 3 elections in FY2024*
- *City Clerk: Increase of \$36,750 or 8.68%*
- *Elections: Increase of \$123,011 or 36.77%*

City Clerk and Elections Operating Budget

		FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
City Clerk							
	Clerk						
	Salary & Wages - Regular	\$ 396,255	\$ 398,003	\$ 414,950	5.0	\$ 18,695	4.72%
	Salary & Wages - Overtime	\$ 5,000	\$ 12,000	\$ 12,000		\$ 7,000	140.00%
	Salary & Wages - Differentials	\$ 800	\$ 14,580	\$ 800		\$ -	0.00%
	Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	-
	Total Salary & Wages	\$ 402,055	\$ 424,583	\$ 427,750		\$ 25,695	6.39%
	Maintenance - Equipment	\$ 200	\$ 500	\$ 500		\$ -	0.00%
	Phones	\$ 10	\$ -	\$ -		\$ (10)	-100.00%
	Printing and Postage	\$ 12,500	\$ 21,500	\$ 22,500		\$ 10,000	80.00%
	Supplies - Office	\$ 5,300	\$ 5,300	\$ 5,300		\$ -	0.00%
	Education, Training, Dues, etc.	\$ 3,135	\$ 3,900	\$ 3,900		\$ 765	24.40%
	Total Operating Expenses	\$ 21,145	\$ 31,200	\$ 32,200		\$ 11,055	52.28%
	Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%
	Total	\$ 423,200	\$ 455,783	\$ 459,950	5.0	\$ 36,750	8.68%
Elections							
	Salary & Wages - Regular	\$ 133,367	\$ 138,753	\$ 141,528	2.0	\$ 8,161	6.12%
	Salary & Wages - Overtime	\$ 9,000	\$ 14,000	\$ 14,000		\$ 5,000	55.56%
	Salary & Wages - Differentials	\$ 1,950	\$ 1,950	\$ 1,950		\$ -	0.00%
	Total Salary & Wages	\$ 144,317	\$ 154,703	\$ 157,478		\$ 13,161	9.12%
	Maintenance - Equipment	\$ 12,700	\$ 17,550	\$ 17,550		\$ 4,850	38.19%
	Professional Services	\$ -	\$ -	\$ -		\$ -	-
	Police Details	\$ 35,000	\$ 45,000	\$ 45,000		\$ 10,000	28.57%
	Election Workers	\$ 83,500	\$ 133,500	\$ 133,500		\$ 50,000	59.88%
	Printing and Postage	\$ 25,000	\$ 45,000	\$ 45,000		\$ 20,000	80.00%
	Supplies - Office	\$ 32,000	\$ 56,500	\$ 56,500		\$ 24,500	76.56%
	Education, Training, Dues, etc.	\$ 500	\$ 1,000	\$ 1,000		\$ 500	100.00%
	Total Operating Expenses	\$ 188,700	\$ 298,550	\$ 298,550		\$ 109,850	58.21%
	Operating Capital	\$ 1,500	\$ -	\$ -		\$ (1,500)	-100.00%
	Total	\$ 334,517	\$ 453,253	\$ 456,028	2.0	\$ 123,011	36.77%

4. Finance Division

Accounting: Increase Service - Total Operating Budget increase: \$23,587 or 3.99%; No Capital Budget

The Accounting Department's request to restore a previously cut position is not recommended. However, the request to restore hours for an accounting specialist is recommended. The additional hours will allow for reconciliation work that is not able to be completed now. The recommended salary line for the Accounting Department also includes reclassifying the Assistant

City Accountant to an S1 on the senior management scale in line with other assistant department

Accounting

- *Increase services*
 - *Increase hours of part-time payroll specialist to allow for reconciliation work*
- *Bring Assistant City Accountant to same salary level as other Assistant Department Managers*
- *Increase of \$23,587 or 3.99%*

managers. Only 2 assistant department managers are not classified as S1: the Assistant City Accountant and the Assistant Treasurer/Collector. The 2 positions are key to the financial operations of the City and both jobs include managing staff and making decisions that could have significant financial ramifications.

The operating expenses for the Accounting Department is recommended for increase for additional training in municipal accounting.

Accounting Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Accounting						
Salary & Wages - Regular	\$ 599,052	\$ 657,611	\$ 644,254	8.0	\$ 45,202	7.55%
Salary & Wages - Overtime	\$ 1,975	\$ 1,975	\$ 1,975		\$ -	0.00%
Salary & Wages - Differentials	\$ 1,350	\$ 1,350	\$ 1,350		\$ -	0.00%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	-
Total Salary & Wages	\$ 602,377	\$ 660,936	\$ 647,579		\$ 45,202	7.50%
Professional Services	\$ -	\$ -	\$ -		\$ -	-
Phones	\$ -	\$ -	\$ -		\$ -	-
Printing and Postage	\$ 550	\$ 550	\$ 550		\$ -	0.00%
Supplies - Office	\$ 4,070	\$ 4,396	\$ 4,396		\$ 326	8.01%
Education, Training, Dues, etc.	\$ 7,660	\$ 7,660	\$ 7,660		\$ -	0.00%
Total Operating Expenses	\$ 12,280	\$ 12,606	\$ 12,606		\$ 326	2.65%
Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%
Total	\$ 614,657	\$ 673,542	\$ 660,185	8.0	\$ 45,528	7.41%

Assessing: Level Service - Total Operating Budget increase: \$118,093 or 18.09%; FY2024 Capital Request for software upgrade funded through release of overlay surplus funds

The Assessing Department was reviewed in FY2023 and restructured. The Department was reduced by .5 FTE to 7.0 FTE. Assessing continues to be a difficult Department to staff due to the specialized knowledge and training requirements for assessing work. Three new staff were hired in FY2023, leaving the Department with a single vacancy. The staff hired are new to municipal assessing and are being trained by the Assistant City Assessor.

The Assessing Department must complete a 5-Year Revaluation in FY2024. In order to have information timely for the tax rate hearing in the fall, the project has begun in FY2023. The 5-Year Revaluation is funded in part with FY2023 operating funds, a release of overlay funds, the appropriation of which City Council already approved, and FY2024 operating funds, which are a combination of salary savings from the vacant assessing position and additional funds in contractual services.

Assessing

- *FY2023 Restructuring – reduce by .5FTE*
- *Operating Budget*
 - *Level Service*
 - *Increase of \$118,093 or 18.09%*
 - *FY2024 – 5-year revaluation*
- *Capital Budget*
 - *Replacement of assessing software through release of overlay surplus*

The Assessing Department had submitted capital requests in FY2022 and FY2023 for a software upgrade that was recommended to be postponed until FY2024. The software upgrade has been incorporated

into the 5-year revaluation project and will be funded through release of overlay funds, which has already been approved by Council. For FY2023, the Assessing Department had also requested purchase of an electrical vehicle for inspections. A surplus Public Works vehicle has been reassigned to Assessing at this time. No capital request for vehicles was made in FY2024.

Assessing Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	Co
Assessing							
Salary & Wages - Regular	\$ 467,320	\$ 510,763	\$ 474,565	7.0	\$ 7,245	1.55%	Re
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	-	
Salary & Wages - Differentials	\$ 6,200	\$ 6,600	\$ 6,600		\$ 400	6.45%	
Salary & Wages - Other	\$ 600	\$ 800	\$ 800		\$ 200	33.33%	
Total Salary & Wages	\$ 474,120	\$ 518,163	\$ 481,965		\$ 7,845	1.65%	
Maintenance Equipment	\$ -	\$ -	\$ -		\$ -	-	
Professional Services - Assessing	\$ 89,650	\$ 130,000	\$ 200,000		\$ 110,350	-	In
Professional Services - Legal	\$ 57,000	\$ 57,000	\$ 57,000		\$ -	0.00%	
Phones	\$ -	\$ -	\$ -		\$ -	-	
Printing and Postage	\$ 4,100	\$ 4,630	\$ 4,630		\$ 530	12.93%	
Supplies - Office	\$ 4,600	\$ 4,968	\$ 4,968		\$ 368	8.00%	
Fuel	\$ -	\$ -	\$ -		\$ -	-	
Education, Training, Dues, etc.	\$ 9,500	\$ 8,500	\$ 8,500		\$ (1,000)	-10.53%	
Total Operating Expenses	\$ 164,850	\$ 205,098	\$ 275,098		\$ 110,248	66.88%	
Operating Capital	\$ 14,000	\$ 26,041	\$ 26,041		\$ 26,040	0.00%	
Total	\$ 652,970	\$ 749,302	\$ 783,104	7.0	\$ 118,093	18.09%	

Assessing Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Assessing	Patriot Properties AP5 Upgrade Proposal	\$ 29,500	\$ -			\$ -

Chief Financial Officer/ Director of Administration and Finance: Increased Level of Service - Total Operating Budget increase: \$107,018 or 11.81%; No Capital

In FY2023, the position of Webmaster was added to the CFO office. While the Webmaster works with the Public Information Officer in the Mayor’s office, the Webmaster is responsible for the City’s website and works closely with the Technology Services Department, a department that reports to the CFO’s office.

- CFO
- *FY2023 Restructuring - Increase Services by adding 1.0 FTE - Webmaster position*
 - *Increase of \$107,018 or 11.81%*

The administrative and financial positions throughout the City continue to be evaluated to determine whether certain tasks should be consolidated and centralized. The CFO’s office provides a substantial amount of support the various divisions and departments throughout the City on financial, procurement, and grant-related issues. A grant manager position was also created in FY2023 to support grant management throughout the City, especially with respect to larger grants. The grant manager will be funded through grants. During FY2023 2 interns collected the budget documents on the website

through the OpenGov portal and began work on updating all organization charts, creating departmental narratives with departmental goals. During FY2023, a merit-based raise system was created and will be implemented following approval by City Council for funding the merit-based raises. Each Division and Department manager will incorporate the departmental goals as management goals to be reported at the end of the fiscal year. All goals and performance measures should become part of the budget process in FY2025. The education and training budget line in FY2023 provided staff in the office with municipal finance training and allowed attendance at municipal finance legal and administrative conferences.

Chief Financial Officer Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Chief Financial Officer						
Salary & Wages - Regular	\$ 390,765	\$ 462,063	\$ 483,702	4.0	\$ 92,937	23.78%
Salary & wages - Interns	\$ 14,000	\$ 16,575	\$ 14,000		\$ -	0.00%
Salary & Wages - Differentials	\$ 300	\$ 300	\$ 300		\$ -	0.00%
Total Salary & Wages	\$ 405,065	\$ 478,938	\$ 498,002		\$ 92,937	22.94%
Maintenance - Software	\$ -	\$ -	\$ -		\$ -	-
Professional Services	\$ 6,000	\$ 6,480	\$ 6,000		\$ -	0.00%
Phones	\$ -	\$ 560	\$ -		\$ -	-
Printing and Postage	\$ 200	\$ 250	\$ 250		\$ 50	25.00%
Supplies - Office	\$ 1,500	\$ 1,620	\$ 1,500		\$ -	0.00%
Education, Training, Dues, etc.	\$ 5,050	\$ 5,050	\$ 5,050		\$ -	0.00%
Total Operating Expenses	\$ 12,750	\$ 13,960	\$ 12,800		\$ 50	0.39%
Electricity - Net Metering	\$ 487,709	\$ 487,709	\$ 502,340		\$ 14,631	3.00%
Total Energy	\$ 487,709	\$ 487,709	\$ 502,340		\$ 14,631	3.00%
Total Capital	\$ 600	\$ -	\$ -		\$ (600)	-100.00%
Total	\$ 906,124	\$ 980,607	\$ 1,013,142	4.0	\$ 107,018	11.81%

Media: Level Service - Total Operating Budget increase: \$3,673 or 0.92%; No Capital Budget

The Media Department is recommended for level service funding. In FY2023, the Department reviewed staffing needs and reduced its request for part-time funding in FY2023 based on needs. The capital budget for Media Services is included in the operating budget. FY2024 operating capital expenditures are planned for replacement of obsolete equipment.

Looking ahead, the City will need to review the delivery of Public, Educational, and Government Access television, in light of the reduction in cable franchise fees collected and the City’s Cable Access Committee agreement with the City’s cable providers to reduce the number of channels that will be available for broadcast.

- | |
|---|
| <p><i>Media</i></p> <ul style="list-style-type: none"> • <i>Level Service</i> • <i>Increase of \$3,673 or 0.92%</i> |
|---|

Media Operating Budget

		FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Media							
	Salary & Wages - Regular	\$ 186,259	\$ 185,892	\$ 189,610	3.0	\$ 3,351	1.80%
	Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	0.00%
	Salary & Wages - Differentials	\$ 350	\$ 300	\$ 300		\$ (50)	0.00%
	Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	0.00%
	Total Salary & Wages	\$ 186,609	\$ 186,192	\$ 189,910		\$ 3,301	1.77%
	Maintenance - Buildings and Grounds	\$ 3,000	\$ 3,000	\$ 3,000		\$ -	0.00%
	Maintenance - Vehicles	\$ 2,750	\$ 2,000	\$ 2,000		\$ (750)	-27.27%
	Maintenance - Equipment	\$ 3,000	\$ 3,000	\$ 3,000		\$ -	0.00%
	Maintenance - Software	\$ 7,750	\$ 7,750	\$ 7,750		\$ -	0.00%
	Professional and Technical Services	\$ 35,500	\$ 35,500	\$ 36,500		\$ 1,000	2.82%
	Phones	\$ 3,500	\$ 3,000	\$ 3,000		\$ (500)	-14.29%
	Printing and Postage	\$ 200	\$ 200	\$ 200		\$ -	0.00%
	Supplies - Office	\$ 5,250	\$ 5,250	\$ 5,250		\$ -	0.00%
	Supplies - Videotapes	\$ 2,650	\$ 3,000	\$ 3,000		\$ 350	13.21%
	Fuel	\$ 250	\$ 250	\$ 250		\$ -	0.00%
	Education, Training, Dues, etc.	\$ 12,950	\$ 10,450	\$ 10,450		\$ (2,500)	-19.31%
	Insurance Premium	\$ -	\$ 1,000	\$ -		\$ -	-
	Total Operating Expenses	\$ 76,800	\$ 74,400	\$ 74,400		\$ (2,400)	-3.13%
	Operating Capital	\$ 134,728	\$ 137,500	\$ 137,500		\$ 2,772	0.00%
	Total	\$ 398,137	\$ 398,092	\$ 401,810	3.0	\$ 3,673	0.92%

Purchasing: Level Service - Total Operating Budget decrease: \$11,419 or a decrease of 3.91%; No Capital Budget

The procurement function in Framingham is now centralized in Purchasing. The Purchasing Department operates under the direction of the Assistant CFO who is the Chief Procurement Officer for the City. Much of the purchasing function for the City, however, has operated in a decentralized way. In FY2023, one full-time position funded in the Department of Public Works Administrative Department that was also entirely dedicated to capital procurement was moved to purchasing. The position was broadened to support operating and capital procurement throughout the City. The consolidation of positions in Purchasing has worked well.

- Purchasing

 - *FY2023 centralization of purchasing function by moving procurement staff from DPW to Purchasing*
 - *Level service*
 - *Decrease of \$11,419 or 3.91%*
 - *Reduction due to renegotiation of city-wide copier lease*

In FY2023, the Purchasing Department worked on renegotiating the contract for copiers used by the City, resulting in a reduction in cost for the copiers contract of \$10k.

In FY2024, the Purchasing Department will review contracts and procurements and update certain procurement procedures. Simplifying the contract process for certain purchases of goods will also be reviewed and evaluated and may include adding contractual language to purchase orders, thereby reducing the contractual process.

Purchasing Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Purchasing						
Salary & Wages - Regular	\$ 156,028	\$ 155,571	\$ 158,682	2.0	\$ 2,654	1.70%
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	-
Salary & Wages - Differentials	\$ 500	\$ 250	\$ 250		\$ (250)	-50.00%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	-
Total Salary & Wages	\$ 156,528	\$ 155,821	\$ 158,932		\$ 2,404	1.54%
Postage Machine	\$ 11,000	\$ 9,000	\$ 9,000		\$ (2,000)	-18.18%
Professional Services	\$ 2,000	\$ 1,000	\$ 1,000		\$ (1,000)	-50.00%
Copier Leases	\$ 92,000	\$ 81,756	\$ 81,756		\$ (10,244)	-11.13%
Phones	\$ -	\$ -	\$ -		\$ -	-
Communications & Postage	\$ 6,505	\$ 7,026	\$ 7,026		\$ 521	8.01%
Supplies - Postage	\$ 1,500	\$ 1,620			\$ (1,500)	-100.00%
Supplies - Office	\$ 9,500	\$ 10,260	\$ 10,260		\$ 760	8.00%
Education, Training, Dues, etc.	\$ 13,000	\$ 13,000	\$ 13,000		\$ -	0.00%
Total Operating Expenses	\$ 135,505	\$ 123,662	\$ 122,042		\$ (13,463)	-9.94%
Operating Capital	\$ 360	\$ -	\$ -		\$ (360)	0.00%
Total	\$ 292,393	\$ 279,483	\$ 280,974	2.0	\$ (11,419)	-3.91%

Technology: Level Service - Total Operating Budget increase: \$95,364 or 4.32%; Total Capital: \$223,000 for Continued Fiber Rollout

In FY2023, with the retirement of a senior employee, the Technology Services Department reviewed the position responsibilities within the Department and eliminated one position by reallocating job duties.

The FY2024 budget is a level service budget. The only change to the budget is the centralization of the telephone billing function in Technology Services. The City receives a single bill with all departments. The Technology Services Business Manager will be responsible for the City-wide reconciliation of the telephone bills. The FY2024 operating capital line includes the replacement of the Fire Department laptops for \$117,000.

With the Barracuda project underway, the City is able to save \$142,500 in FY2024 for the cost of one year of hardware and software maintenance. The City is currently seeking to enter into a 5-year contract with Barracuda for hardware and software maintenance as part of the capital project that was funded in FY2023. If the City is not able to enter into a long-term contract with Barracuda, some cost will need to be added to the FY2024 budget. The FY2024 capital project recommended for funding is the continued fiber rollout project.

<u>Technology Services</u>
<ul style="list-style-type: none"> ● Operating Budget <ul style="list-style-type: none"> ○ FY23 -eliminate 1 FTE and reassign duties ○ FY24 level service ○ Consolidation of City-wide phone bills ○ Includes \$117k for replacement of fire department laptops ○ Increase of \$95,364 or 4.32% ● Capital Budget <ul style="list-style-type: none"> ○ Continued fiber rollout

Technology Services Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Technology						
Salary & Wages - Regular	\$ 793,103	\$ 825,738	\$ 842,253	9.0	\$ 49,150	6.20%
Salary & Wages - Overtime	\$ 9,170	\$ 9,170	\$ -		\$ (9,170)	0.00%
Salary & Wages - Differentials	\$ 1,050	\$ 850	\$ 850		\$ (200)	-19.05%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	0.00%
Total Salary & Wages	\$ 803,323	\$ 835,758	\$ 843,103		\$ 39,780	4.95%
Maintenance - Phone	\$ 76,504	\$ 87,392	\$ 87,392		\$ 10,888	14.23%
Maintenance - Peripheral	\$ 164,726	\$ 177,106	\$ 177,106		\$ 12,380	7.52%
Maintenance - Computer	\$ 14,583	\$ 16,900	\$ 16,900		\$ 2,317	15.89%
Maintenance - Software	\$ 1,020,104	\$ 1,024,560	\$ 902,060		\$ (118,044)	-11.57%
Professional Services	\$ 20,000	\$ -	\$ -		\$ (20,000)	0.00%
Rental and Leases	\$ -	\$ -	\$ -		\$ -	0.00%
Phones	\$ 52,620	\$ 74,620	\$ 74,620		\$ 22,000	41.81%
Communications & Postage	\$ 300	\$ 300	\$ 300		\$ -	0.00%
Supplies - Computer	\$ 16,205	\$ 16,205	\$ 16,205		\$ -	0.00%
Supplies - Office	\$ 1,800	\$ 1,800	\$ 1,800		\$ -	0.00%
Police Details	\$ -	\$ -	\$ -		\$ -	-
Education, Training, Dues, etc.	\$ 34,836	\$ 41,959	\$ 41,959		\$ 7,123	20.45%
Total Operating Expenses	\$ 1,401,678	\$ 1,440,842	\$ 1,318,342		\$ (83,336)	-5.95%
Operating Capital	\$ -	\$ 138,920	\$ 138,920		\$ 138,920	0.00%
Total	\$ 2,205,001	\$ 2,415,520	\$ 2,300,365	9.0	\$ 95,364	4.32%

Technology Services Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Technology Services	Continue Fiber Rollout	\$ 223,000	\$ 223,000	\$ 223,000		
Technology Services	Fire Department Laptop Replacement	\$ 117,000				

Treasurer/Collector: Level Service - Total Operating Budget increase: \$55,049 or 8.90%; No Capital Budget

The Treasurer/Collector's budget is increasing in FY2024 for a number of reasons. The salary line includes an adjustment to the Treasurer/Collector's salary. A compensation and classification study of management level positions is planned in FY2024. Based on even a cursory review of department managers' salaries, the Treasurer/Collector lags other Finance Division Department heads. The recommended salary line for the Treasurer/Collector Department also includes reclassifying the Assistant Treasurer/Collector to an S1 on the senior management scale in line with other assistant department managers. Only 2 assistant department managers are not classified as S1: the Assistant City Accountant and the Assistant Treasurer/Collector. All positions for which salary adjustments are sought in FY2024 are key to the financial operations of the City. The jobs include managing staff and making decisions that could have significant financial ramifications. The expenses in

- Treasurer/Collector

 - *Level service*
 - *Bring Assistant Treasurer/Collector to same salary level as other Assistant Department Managers*
 - *Includes an anticipated salary adjustment for Treasurer/Collector*
 - *Increase of \$55,049 or 8.90%*

the Treasurer/Collector’s Office are increasing primarily to cover the increased cost of postage and printing - the Department is responsible for mailing tax bills – and for training.

Treasurer/Collector Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Treasurer/Collector						
Salary & Wages - Regular	\$ 490,110	\$ 510,236	\$ 535,225	7.5	\$ 45,115	9.21%
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	-
Salary & Wages - Differentials	\$ 7,150	\$ 7,150	\$ 7,150		\$ -	0.00%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	-
Total Salary & Wages	\$ 497,260	\$ 517,386	\$ 542,375		\$ 45,115	9.07%
Maintenance - Equipment	\$ 2,376	\$ 2,566	\$ 2,566		\$ 190	8.00%
Professional Services	\$ 2,500	\$ 3,620	\$ 3,620		\$ 1,120	44.80%
Borrowing Fees	\$ 3,025	\$ 3,025	\$ 3,025		\$ -	0.00%
Phones	\$ -	\$ -	\$ -		\$ -	-
Printing and Communication	\$ 107,365	\$ 113,614	\$ 113,614		\$ 6,249	5.82%
Supplies - Office	\$ 4,686	\$ 5,061	\$ 5,061		\$ 375	8.00%
Education, Training, Dues, etc.	\$ 1,500	\$ 3,500	\$ 3,500		\$ 2,000	133.33%
Total Operating Expenses	\$ 121,452	\$ 131,386	\$ 131,386		\$ 9,934	8.18%
Total	\$ 618,712	\$ 648,772	\$ 673,761	7.5	\$ 55,049	8.90%

5. Human Resources Division

Human Resources - Level of Service - Total Operating Budget decrease: \$45,946 or 7.49%; No Capital

The Human Resources Department budget for FY2024 includes the elimination of the Financial Analyst position. The fiscal responsibilities of the position were reassigned to other positions within the Department. The position had some responsibility for web and other media communications. The communications responsibilities were moved to the Webmaster position in the CFO’s Office. The Human Resources Department Budget continues to fund compensation and classification of various employee groups in FY2024, including the Library, and all non-union positions.

Human Resources

- *FY2023 restructuring – eliminate Financial Analyst position - 1.0 FTE – reassign job duties to staff in Human Resources and Webmaster in CFO’s Office*
- *FY2024 Level service*
- *Fund compensation studies*
- *Decrease of \$45.946 or 7.49%*

Human Resources Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Human Resources						
Human Resources						
Salary & Wages - Regular	\$ 513,049	\$ 430,027	\$ 456,203	6.0	\$ (56,846)	-11.08%
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	0.00%
Salary & Wages - Differentials	\$ 250	\$ -	\$ -		\$ (250)	-100.00%
Salary & Wages - Other	\$ 5,000	\$ 5,000	\$ 5,000		\$ -	0.00%
Total Salary & Wages	\$ 518,299	\$ 435,027	\$ 461,203		\$ (57,096)	-11.02%
Maintenance - Software	\$ 400	\$ -	\$ -		\$ (400)	0.00%
Professional Services	\$ 62,200	\$ 63,500	\$ 75,000		\$ 11,500	18.49%
Phones	\$ 300	\$ -	\$ -		\$ (300)	-100.00%
Printing and Communications	\$ 11,000	\$ 12,750	\$ 12,750		\$ 1,750	15.91%
Supplies - Office	\$ 6,600	\$ 6,700	\$ 6,700		\$ 100	1.52%
Education, Training, Dues, etc.	\$ 14,225	\$ 12,725	\$ 12,725		\$ (1,500)	-10.54%
Total Operating Expenses	\$ 94,725	\$ 95,675	\$ 107,175		\$ 11,150	11.77%
Total	\$ 613,024	\$ 530,702	\$ 568,378	6.0	\$ (45,946)	-7.49%

Veterans Services Department - Level Service - Total Operating Budget decrease: \$7,780 or 1.07%; No Capital

The FY2023 budget reflected an adjustment to the cost of living (COLA) for veterans benefits and the growing number of veterans for whom the department processes benefits. The City receives 75% reimbursement from the State for veterans' benefits in State Aid. The FY2024 budget is essentially level funded based on the year-to-date expenditures for Veterans' Benefits.

- Veterans' Services
- *Level Service*
 - *Increased Veterans' Benefits in FY2023 – Slight reduction based on Year-To-Date expenditures*
 - *75% reimbursement from State for veterans' benefits*
 - *Decrease of \$7,780 or 1.07%*

Veterans Services Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Veterans						
Salary & Wages - Regular	\$ 123,703	\$ 122,322	\$ 126,685	2.0	\$ 2,982	2.41%
Total Salary & Wages	\$ 123,703	\$ 122,322	\$ 126,685		\$ 2,982	2.41%
Professional and Technical Services	\$ 1,020	\$ 1,020	\$ 1,020		\$ -	0.00%
Phones	\$ 100	\$ -	\$ -		\$ (100)	-100.00%
Printing and Postage	\$ 700	\$ 700	\$ 700		\$ -	0.00%
Supplies - Office	\$ 525	\$ 2,025	\$ 1,000		\$ 475	90.48%
Education, Training, Dues, etc.	\$ 1,000	\$ 1,000	\$ 1,000		\$ -	0.00%
Veterans' Benefits	\$ 601,137	\$ 620,000	\$ 590,000		\$ (11,137)	-1.85%
Total Operating Expenses	\$ 604,482	\$ 624,745	\$ 593,720		\$ (10,762)	-1.78%
Total	\$ 728,185	\$ 747,067	\$ 720,405	2.0	\$ (7,780)	-1.07%

6. Inspectional Services Division

Building Inspection: Level Service - Total Operating Budget increase \$149,183 or 12.76 %; No Capital Budget

The salary line in the Building Inspection Department is increasing significantly in FY2024 due primarily to 2 factors: the elimination of the Community Development Block Grant funding for code enforcement totaling \$68,000 and 3 years of salary increases for union employees of the department as a result of a collective bargaining agreement signed late in FY2022.

- Building Inspection
- *Level Service*
 - *\$68,000 of salary increase of attributable to eliminating CDBG funding for code enforcement position – balance of increase in part due to multiple years of collective bargaining increases for union employees included in a contract signed late in FY 2022*
 - *Increase of \$149,183 or 12.76%*

Building Inspection Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Inspectional Services							
Building Inspection							
Salary & Wages - Regular	\$ 1,071,764	\$ 1,266,247	\$ 1,232,247	16.6	\$ 160,483	14.97%	M
Salary & Wages - Overtime	\$ 20,000	\$ 20,000	\$ 10,000		\$ (10,000)	-50.00%	r
Salary & Wages - Differentials	\$ 5,300	\$ 300	\$ 300		\$ (5,000)	-94.34%	
Salary & Wages - Other	\$ 4,780	\$ 4,780	\$ 4,780		\$ -	0.00%	
Total Salary & Wages	\$ 1,101,844	\$ 1,291,327	\$ 1,247,327		\$ 145,483	13.20%	
Professional and Technical Services	\$ 16,000	\$ 13,000	\$ 16,000			0.00%	c
Maintenance - Buildings	\$ -	\$ -	\$ -		\$ -	0.00%	
Maintenance - Equipment	\$ 1,000	\$ 1,000	\$ 1,000		\$ -	0.00%	
Maintenance - Vehicles	\$ 9,000	\$ 9,720	\$ 9,720		\$ 720	0.00%	
Phones	\$ 6,800	\$ 6,800	\$ 6,800		\$ -	0.00%	
Printing and Communication	\$ 7,200	\$ 8,700	\$ 8,700		\$ 1,500	20.83%	
Supplies - Office	\$ 9,500	\$ 9,980	\$ 9,980		\$ 480	5.05%	
Vehicular Supplies and Fuel	\$ 10,500	\$ 11,500	\$ 11,500		\$ 1,000	9.52%	
Education, Training, Dues, etc.	\$ 7,100	\$ 7,100	\$ 7,100		\$ -	0.00%	
Total Operating Expenses	\$ 67,100	\$ 67,800	\$ 70,800		\$ 3,700	5.51%	
Total	\$ 1,168,944	\$ 1,359,127	\$ 1,318,127	16.6	\$ 149,183	12.76%	

Weights and Measures: Level Service - Total Operating Budget increase \$6,826 or 8.31%; No Capital Budget

The Weights and Measures Budget is recommended for Level Services. The increase in the budget is due to a salary increase resulting from a collective bargaining agreement signed late in FY2022, resulting in 3 years of increases in FY2024.

- Weights and Measures
- *Level Service*
 - *Increase of \$6,826 or 8.31% due to multiple years of collective bargaining increases for union employees included in a contract signed late in FY2022*

Weights and Measures

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Weights and Measures						
Salary & Wages - Regular	\$ 70,532	\$ 70,532	\$ 76,806	1.0	\$ 6,274	8.89%
Salary & Wages - Other	\$ 200	\$ 400	\$ 400		\$ 200	100.00%
Total Salary & Wages	\$ 70,732	\$ 70,932	\$ 77,206		\$ 6,474	9.15%
Maintenance - Equipment	\$ 800	\$ 800	\$ 800		\$ -	0.00%
Maintenance - Vehicles	\$ 2,000	\$ 2,160	\$ 2,160		\$ 160	0.00%
Professional and Technical Services	\$ 200	\$ 200	\$ 200		\$ -	0.00%
Phones	\$ -	\$ -	\$ -		\$ -	0.00%
Printing and Postage	\$ 1,400	\$ 1,400	\$ 1,400		\$ -	0.00%
Supplies - Office	\$ 2,400	\$ 2,592	\$ 2,592		\$ 192	8.00%
Supplies - Vehicles	\$ 200	\$ 200	\$ 200		\$ -	0.00%
Education, Training, Dues, etc.	\$ 4,400	\$ 4,400	\$ 4,400		\$ -	0.00%
Total Operating Expenses	\$ 11,400	\$ 11,752	\$ 11,752		\$ 352	3.09%
Total	\$ 82,132	\$ 82,684	\$ 88,958	1.0	\$ 6,826	8.31%

7. City Solicitor

Legal Department: Change in Service Delivery – Total Budget increase -\$36,344 or 6.11%; No Capital Budget

An in-house City Solicitor’s Office was created in FY2023, headed by an in-house City Solicitor appointed by the Mayor, and a total of 4 employees. Most legal work is now handled in-house at a projected savings of \$300k to \$500k annually. The FY2024 budget increase is due to the full funding of all salaries compared to a partial year funding in FY2023 while the Department was still being staffed.

Legal

- *FY2023: new in-house department*
 - *4 FTES*
 - *Significant projected cost savings*
- *Increase of \$36,344 or 6.11%*
 - *Full-funding of all positions (partial year funding in FY2023)*

Legal Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Legal						
Salary & Wages - Regular	\$ 429,500	\$ 524,890	\$ 552,844	4.0	\$ 123,344	28.72%
Total Salary & Wages	\$ 429,500	\$ 524,890	\$ 552,844		\$ 123,344	28.72%
Professional and Technical Services	\$ 160,500	\$ 48,000	\$ 63,500		\$ -	0.00%
Maintenance - Equipment	\$ -	\$ -	\$ -		\$ -	-
Phones	\$ -	\$ -	\$ -		\$ -	-
Printing and Postage	\$ -	\$ -	\$ -		\$ -	-
Supplies - Office	\$ 5,000	\$ 7,900	\$ 5,000		\$ -	0.00%
Vehicular Supplies and fuel	\$ -	\$ -	\$ -		\$ -	-
Education, Training, Dues, etc.	\$ -	\$ 12,000	\$ 10,000		\$ 10,000	-
Legal Settlements	\$ -	\$ -	\$ -		\$ -	-
Total Operating Expenses	\$ 165,500	\$ 67,900	\$ 78,500		\$ (87,000)	-52.57%
Operating Capital	\$ -	\$ 1,800	\$ -		\$ -	-
Total	\$ 595,000	\$ 594,590	\$ 631,344	4.0	\$ 36,344	6.11%

8. Public Library

Library: Level Service – Total Budget Increase \$176,934 or 5.24%; Capital recommended for FY2023 – \$125,000 Interior Space Renovation for FY2024 (Literacy Unlimited Area) and \$50,000 study of branch library parking by DPW.

In FY2023, the Library requested funding for new book checking system implemented in FY2022 with Library State Aid funds. The FY2023 budget did not include funding for the annual cost of the system, which is \$43,000. This is an operating expense of the Library. The FY2024 budget recommends funding half the cost of the book checking system, with the second half from the Library's State Aid account in FY2024.

The FY2024 salaries include full funding of all positions and 2 years of CBA COLA increases.

No operating capital is recommended in the Library budget. The Capital Projects and Facilities Management Department is responsible for capital projects and maintenance of the Library. The operating capital request for upgrades to the Costin Room have been moved and are recommended for funding in the CPFM budget. In future years, those lines in the Library budget that are not exclusively Library expenses will be reviewed and moved to appropriate lines in other departmental budgets.

The Library receives in excess of \$150k annually in a State Aid account for exclusive use of the Library, not subject to appropriation. The requirement for receiving the funding is that the Library budget be equal to or exceed the average budget for the past 3 fiscal years increased by 2.5%. The recommended budget exceeds the MAR, which 3,412,884 for FY2024 by approximately \$130K.

TWO capital projects are recommended for the Library for FY2043. A capital project to renovate interior space at the Main Library (the Literacy Unlimited Area) totaling \$125,000 and a study of the parking at the branch library. The parking study will be managed through DPW's engineering department and may be moved to DPW's capital, if approved by Council.

Library

- *Operating Budget*
 - *Level Service*
 - *Increase \$176,934 or 5.24%*
 - *\$22,500 for new book checking system implemented in FY2022, paid with State Aid funds in FY2022 and FY2023*
 - *Full funding of all positions – vacancy rate low even with high turnover*
 - *2 years of collective bargaining increases*
 - *Recommend that building projects and operating capital related to buildings be funded in Capital Projects and Facilities Management budget*
- *Capital Budget*
 - *Recommend \$125k for Literacy Unlimited Area Space Renovation*
 - *Recommend \$50k for study of parking at branch library, managed by DPW*

Library Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Library						
Salary & Wages - Regular	\$ 2,548,893	\$ 2,680,177	\$ 2,680,177	41.0	\$ 131,284	5.15%
Salary & Wages - Overtime	\$ 6,500	\$ 6,500	\$ 6,500		\$ -	0.00%
Salary & Wages - Differentials	\$ 172,733	\$ 172,633	\$ 172,633		\$ (100)	0.00%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	0.00%
Total Salary & Wages	\$ 2,728,126	\$ 2,859,310	\$ 2,859,310		\$ 131,184	4.81%
Maintenance - Buildings	\$ 4,000	\$ 6,000	\$ 6,000		\$ 2,000	50.00%
Maintenance - Equipment	\$ 82,103	\$ 127,248	\$ 105,420		\$ 23,317	28.40%
Professional and Technical Services	\$ 7,000	\$ 7,000	\$ 7,000		\$ -	0.00%
Phones	\$ 13,085	\$ 15,291	\$ 15,291		\$ 2,206	16.86%
Printing and Postage	\$ 5,900	\$ 6,900	\$ 6,900		\$ 1,000	16.95%
Supplies	\$ 360,257	\$ 372,235	\$ 372,235		\$ 11,978	3.32%
Vehicular Supplies and Fuel	\$ 3,530	\$ 4,530	\$ 4,530		\$ 1,000	28.33%
Education, Training, Dues, etc.	\$ 250	\$ 250	\$ 250		\$ -	0.00%
Total Operating Expenses	\$ 476,125	\$ 539,454	\$ 517,626		\$ 41,501	8.72%
Electricity	\$ 148,389	\$ 166,540	\$ 152,099		\$ 3,710	2.50%
Natural Gas	\$ 21,577	\$ 25,385	\$ 22,116		\$ 539	2.50%
Total Energy	\$ 169,966	\$ 191,925	\$ 174,215		\$ 4,249	2.50%
Operating Capital	\$ -	\$ 24,443	\$ -		\$ -	0.00%
Total	\$ 3,374,217	\$ 3,615,132	\$ 3,551,151	41.0	\$ 176,934	5.24%

Library Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Library	Branch Library Parking Lot Expansion	\$ 195,000	\$ 50,000			\$ 50,000
Library	Literacy Unlimited Area (Main Library Space Plan Phase 3)	\$ 125,000	\$ 125,000	\$ 125,000		

9. Mayor's Office

Mayor's Office – Increase Service – Restructure Mayor's Office – Net reduction of ,5 FTE – add DEI internship program under the direction of DEI Officer – Rejoin MMA - Total operating budget increase \$32,155 or 3.15%; No Capital

The Mayor's Office budget for FY2024 includes a staff restructuring that would eliminate the Chief of Staff position, upgrade the current Executive Assistant to an Office Manager based on duties performed and add a part-time Executive Assistant, resulting in the reduction of .5 FTE for the Office. The FY2024 Mayor's Office budget continues funding for the live 411 phone answering

Mayor's Office

- FY2024 budget continues community outreach program funded during the pandemic – the feedback continues to be very positive
- FY2024 – restructure the Mayor's Office
 - Eliminate Chief of Staff position – reclassify existing Executive Assistant to Office Manager (based on duties performed)
 - Add a part-time Executive Assistant to help with clerical tasks
- Add summer intership program under direction of Diversity, Equity, and Inclusion Officer
- Budget includes Massachusetts Municipal Association membership
- Increase \$32,155 or 3.15%

program that was started during the pandemic, which is staffed with Library part-time staff. The salaries budget for FY2024 also includes a new Diversity, Equity, and Inclusion summer internship program under the direction of the DEI Officer. For FY2024, the training and dues budget has also been increased to provide flexibility to the Mayor’s Office to join the Massachusetts Municipal Association.

Mayor’s Office Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Mayor						
Salary & Wages - Regular	\$ 968,457	\$ 962,543	\$ 972,850	8.5	\$ 4,393	0.45% i
Salary & Wages - Overtime	\$ 6,000	\$ 9,000	\$ 6,000		\$ -	0.00% i
Salary & Wages - Differentials	\$ 450	\$ 450	\$ 450		\$ -	0.00% i
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	0.00%
Total Salary & Wages	\$ 974,907	\$ 971,993	\$ 979,300		\$ 4,393	0.45%
Maintenance - Equipment	\$ 800	\$ -	\$ -		\$ (800)	0.00%
Rental Equipment	\$ -	\$ -	\$ -		\$ -	0.00%
Professional and Technical Services	\$ 15,000	\$ 15,000	\$ 15,000		\$ -	0.00%
Phones	\$ 1,550	\$ 3,500	\$ 3,500		\$ 1,950	0.00%
Printing and Postage	\$ 9,500	\$ 9,940	\$ 9,940		\$ 440	0.00%
Supplies - Office	\$ 3,400	\$ 4,672	\$ 4,672		\$ 1,272	0.00%
Education, Training, Dues, etc.	\$ 16,200	\$ 17,000	\$ 40,000		\$ 23,800	0.00% i
Total Operating Expenses	\$ 46,450	\$ 50,112	\$ 73,112		\$ 26,662	57.40%
Operating Capital	\$ -	\$ 1,100	\$ 1,100		\$ 1,100	0.00%
Total	\$ 1,021,357	\$ 1,023,205	\$ 1,053,512	8.5	\$ 32,155	3.15%

10. Parks, Recreation, and Cultural Affairs

The Parks, Recreation, and Cultural Affairs Division is comprised of Parks, Recreation, Loring Arena, and Callahan Center. These many departments providing different services to the community with different busy periods during the year. While there is central leadership for the Division in the Parks Department, centralizing finance and administrative functions, will be a focus in FY2024. Finding efficiencies among the Department will also be a focus in FY2024, with the City finding itself having greater difficulty hiring seasonal and temporary employees. The Parks, Recreation, and Cultural Affairs budget was one that was significantly cut during the COVID-19 pandemic. Some of the cuts were restored in FY2023.

The infrastructure for many of the City’s recreational facilities also need replacement or repairs. For FY2024, the Division Director and Assistant Director have been asked to focus on a list of assets and infrastructure and a plan for capital infrastructure repairs, replacement, and maintenance. The FY2025 capital and operating budgets will be based on the plan developed during FY2024.

Management of the Edgell Grove Cemetery has been separated from the Division as provided in the City Charter.

Callahan Center: Level Service – Total Operating Budget increase \$18,841 or 3.44%; No Capital Budget

- | |
|---|
| <p><i>Callahan Center</i></p> <ul style="list-style-type: none"> • Level Service • Increase \$18,841 or 3.44% |
|---|

The Callahan Center saw the retirement of the Director of Elder Services in FY2023. A new Director has been hired and vacant positions are currently being filled. The Department is recommended for level service.

Callahan Center Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Council on Aging						
Salary & Wages - Regular	\$ 531,610	\$ 541,947	\$ 552,056	6.8	\$ 20,446	3.85%
Salary & Wages - Overtime	\$ -	\$ -	\$ -		\$ -	0.00%
Salary & Wages - Differentials	\$ 300	\$ -	\$ -		\$ (300)	-100.00%
Salary & Wages - Other	\$ -	\$ 170	\$ 170		\$ 170	0.00%
Total Salary & Wages	\$ 531,910	\$ 542,117	\$ 552,226		\$ 20,316	3.82%
Maintenance - Buildings and Grounds	\$ 800	\$ 800	\$ 800		\$ -	0.00%
Professional Services - Consultants	\$ 500	\$ 500	\$ 500		\$ -	0.00%
Maintenance - Equipment	\$ 1,140	\$ 1,140	\$ 1,140		\$ -	0.00%
Dial-A-Ride	\$ 2,200	\$ 4,400	\$ 2,200		\$ -	0.00%
Printing and Postage	\$ 2,815	\$ 3,665	\$ 3,665		\$ 850	30.20%
Phones	\$ 2,040	\$ 23	\$ 23		\$ (2,017)	-98.87%
Supplies - Office	\$ 3,638	\$ 3,500	\$ 3,500		\$ (138)	-3.79%
Education, Training, Dues, etc.	\$ 2,870	\$ 2,700	\$ 2,700		\$ (170)	-5.92%
Total Operating Expenses	\$ 16,003	\$ 16,728	\$ 14,528		\$ (1,475)	-9.22%
Operating Capital	\$ -	\$ -	\$ -		\$ -	-
Total	\$ 547,913	\$ 558,845	\$ 566,754	6.8	\$ 18,841	3.44%

Loring Arena - Increased Level of Service – additional hours for staff – additional skate guard - Total Operating Budget increase: \$57,521 or 8.74%; Capital: \$145,296 for replacement of cooling tower in FY2024

The total budget increase recommended for the Loring Arena is \$57,521 or 8.74%. The programming at the Arena is revenue generating. The Department will review the fee schedule in FY2024 to ensure that the fees are updated regularly in line with other communities. One additional skate guard is recommended for FY2024 as well \$9,500 for additional staff hours for coverage of 4-6 MIAA Hockey and early morning opening (at 5:30 am).

One capital project is recommended for the Loring Arena in FY2024: the replacement of the cooling tower, without which the Arena cannot operate.

Loring Arena

Operating Budget

- Increase level of service
- Increase of \$57,521 or 8.74%
- Add one skate guard
- Add staff hours for coverage of MIAA Hockey tournaments and early morning hours

Capital Budget

- \$145,296 for replacement of cooling tower

Loring Arena Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Loring Arena						
Salary & Wages - Regular	\$ 349,141	\$ 374,055	\$ 365,471	5.6	\$ 16,330	4.68%
Salary & Wages - Overtime	\$ 5,493	\$ 16,334	\$ 16,334		\$ 10,841	197.36%
Salary & Wages - Differentials	\$ 14,948	\$ 15,513	\$ 15,513		\$ 565	3.78%
Salary & Wages - Other	\$ 14,150	\$ 14,105	\$ 14,105		\$ (45)	-0.32%
				\$ -		
Total Salary & Wages	\$ 383,732	\$ 420,007	\$ 411,423		\$ 27,691	7.22%
Maintenance - Buildings and Grounds	\$ 50,500	\$ 64,000	\$ 57,500		\$ 7,000	13.86%
Maintenance - Equipment	\$ 10,890	\$ 11,935	\$ 11,935		\$ 1,045	9.60%
Rental Equipment	\$ 4,000	\$ -	\$ -		\$ (4,000)	0.00%
Professional Services - Consultants	\$ 4,450	\$ 4,450	\$ 4,450		\$ -	0.00%
Printing and Postage	\$ 200	\$ 500	\$ 500		\$ 300	150.00%
Phones	\$ 2,121	\$ 1,121	\$ 1,121		\$ (1,000)	-47.15%
Supplies - Office	\$ 36,025	\$ 48,240	\$ 48,240		\$ 12,215	33.91%
Vehicular Supplies and Fuel	\$ 3,900	\$ 4,200	\$ 4,200		\$ 300	7.69%
Education, Training, Dues, etc.	\$ 175	\$ 175	\$ 175		\$ -	0.00%
Total Operating Expenses	\$ 112,261	\$ 134,621	\$ 128,121		\$ 15,860	14.13%
Electricity	\$ 141,619	\$ 141,619	\$ 145,159		\$ 3,540	2.50%
Natural Gas	\$ 17,206	\$ 17,206	\$ 17,636		\$ 430	2.50%
Total Energy	\$ 158,825	\$ 158,825	\$ 162,796		\$ 3,971	2.50%
Operating Capital	\$ 3,000	\$ 9,999	\$ 9,999		\$ 9,999	0.00%
Total	\$ 657,818	\$ 723,452	\$ 712,339	5.6	\$ 57,521	8.74%

Loring Arena Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Parks & Recreation	Loring Arena Cooling Tower	\$ 145,296	\$ 145,296	\$ 145,296		

Parks and Recreation Department - Increased Level of Service – add one working supervisor, add summer positions for beach and programming, fund a line marking robot, and repair Bowditch tennis courts - Total Operating Budget increase: \$262,436 or 8.81%; Total Capital: \$2,335,792 in FY2024, including Waushakum beach improvements, field lighting, splash pads, Arlington Park and Playground construction, and a portable stage

The Parks Department operating budget includes full funding of a working supervisor, which was partially funded in FY2023, since the position was not yet filled. The FY2024 budget includes an additional working supervisor. The Parks Department needs to operate 7 days per week and outside of the regular workday. The funding for FY2024 also includes additional summer positions: a beach director and a summer programs coordinator. More Recreation activities occur during the summer, resulting in the need for additional staffing. Finally, the FY2024 budget includes maintenance items for recreational facilities. The budget includes the rental of a line marking machine that is increasing the efficiency of line marking and freeing up employee time for other maintenance activities. The budget also includes \$75,000 for crack sealing of the Bowditch complex tennis courts, which need repair. As stated earlier, the infrastructure for many of the City’s recreational facilities also need replacement or repairs. For FY2024, the Division Director and Assistant Director have been asked to focus on a list of

assets and infrastructure and a plan for capital infrastructure repairs, replacement, and maintenance. The FY2025 capital and operating budgets will be based on the plan developed during FY2024.

The Parks Department has move forward with all capital projects funded in FY2023 and in prior years. The remediation and construction of the Mary Dennison Park will take place in FY2024.

Construction for the Winch Tennis and Basketball courts will take place this spring and summer. Design for the replacement of the Arlington Street park and playground has been completed with funding being sought in FY2024 from the General Fund and from Community Preservation funds. Phase I of a fence and backstop replacement program throughout the City has started. The conceptual design for the Chris Walsh trail has been completed and will require some further discussions with the MBTA, CSX, and MWRA.

Parks and Recreation Department

Operating Budget

- *Increase Level of Service*
 - *Add one working supervisor*
 - *Add summer supervisory positions*
 - *Fund \$10k for rental of line marking robot*
 - *Fund \$75k for crack sealing of Bowditch tennis courts*
- *Operating Budget increase of \$262,436 or 8.81%*

Capital Budget

- *Continued investment capital investment in parks facilities*
- *FY2024 capital recommendation of \$2,335,792 including splash pads throughout city, portable stage, Arlington park construction, design of Waushakum beach improvements, phase 1 of lighting upgrades for parks, and replacement of vehicles and equipment used for maintenance.*

Parks Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Parks						
Salary & Wages - Regular	\$ 2,051,726	\$ 2,211,970	\$ 2,161,970	35.7	\$ 110,244	5.37%
Salary & Wages - Overtime	\$ 143,000	\$ 143,000	\$ 143,000		\$ -	0.00%
Salary & Wages - Differentials	\$ 41,567	\$ 55,877	\$ 55,877		\$ 14,310	34.43%
Salary & Wages - Other	\$ 68,290	\$ 72,424	\$ 72,424		\$ 4,134	6.05%
Total Salary & Wages	\$ 2,304,583	\$ 2,483,271	\$ 2,433,271		\$ 128,688	5.58%
Maintenance - Buildings and Grounds	\$ 131,104	\$ 258,168	\$ 258,168		\$ 127,064	96.92%
Maintenance - Equipment	\$ 43,205	\$ 68,205	\$ 43,205		\$ -	0.00%
Rental Equipment	\$ 44,428	\$ -	\$ (1,000)		\$ (45,428)	-102.25%
Professional Services - Consultants	\$ 50,560	\$ 62,110	\$ 62,110		\$ 11,550	22.84%
Police Details	\$ 4,272	\$ 5,127	\$ 5,127		\$ 855	20.01%
Printing and Postage	\$ 5,800	\$ 1,950	\$ 1,950		\$ (3,850)	-66.38%
Phones	\$ 7,023	\$ 5,265	\$ 5,265		\$ (1,758)	-25.03%
Supplies - Office	\$ 4,000	\$ 4,000	\$ 4,000		\$ -	0.00%
Supplies - Buildings and Grounds	\$ 170,694	\$ 200,694	\$ 170,000		\$ (694)	-0.41%
Vehicular Supplies and Fuel	\$ 99,600	\$ 122,800	\$ 112,000		\$ 12,400	12.45%
Education, Training, Dues, etc.	\$ 7,546	\$ 8,891	\$ 8,891		\$ 1,345	17.82%
Total Operating Expenses	\$ 568,232	\$ 737,210	\$ 669,716		\$ 101,484	17.86%
Electricity	\$ 75,849	\$ 73,725	\$ 77,745		\$ 1,896	2.50%
Natural Gas	\$ 15,000	\$ 20,903	\$ 15,375		\$ 375	2.50%
Total Energy	\$ 90,849	\$ 94,628	\$ 93,120		\$ 2,271	2.50%
Operating Capital	\$ 15,615	\$ 49,993	\$ 29,993		\$ 29,993	0.00%
Total	\$ 2,979,279	\$ 3,365,102	\$ 3,226,100	35.7	\$ 262,436	8.81%

Parks Department Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Parks & Recreation	Portable Stage for Cultural Events		\$250,000	\$ 250,000		
Parks & Recreation	Temple Street Park Design and Construction	\$ 500,000	\$ 35,000		\$ 35,000	
Parks & Recreation	Equipment and Vehicle Replacement Program	\$ 200,792	\$ 200,792	\$ 200,792		
Parks & Recreation	Arlington Street Park Redesign Project	\$ 500,000	\$ 500,000	\$ 500,000		
Parks & Recreation	Open Space Land Acquisition - Cushing Memorial Park	TBD	\$ 50,000	Free Cash		
Parks & Recreation	Chris Walsh Memorial Trail	TBD	TBD			
Parks & Recreation	Replace Lighting System and Structures and planning/design funding		\$700,000	\$700,000		
Parks & Recreation	Splash Pads - Feasibility and Construction - Locations to be determined	\$ 500,000	\$ 500,000	\$ 500,000		
Parks & Recreation	Wauashakum Beach Park Improvements	\$ 100,000	\$ 100,000	\$ 100,000		

11. Cemeteries

Edgell Grove Cemetery - Increased Level of Service - full-time administrative coverage - Total Operating Budget increase: \$18,054 or 4.88%; No Capital

An increased level of services is recommended for the Cemeteries Department to provide full-time administrative staff. The salaries line is also increasing to reflect an adjustment for the employees who are 40- hour employees to bring their hourly rate equal to 37.5- hour employees.

The Edgell Grove Cemetery Trustees have prepared a draft five-year capital plan which will be reviewed and a funding schedule established in FY2024, with funding primarily through Cemetery Trust funds but operational items, such as vehicles potentially through City funding. FY2024 capital projects at Edgell Grove Cemetery are recommended for funding through Community Preservation funds and fall into the category of historical preservation.

- Cemeteries
- *Increase level of service*
 - *full-time administrative coverage*
 - *Increase of \$18,054 or 4.88%*
 - *Cemetery Trustees have developed capital plan for Edgell Grove Cemetery – to be reviewed in FY2024*
 - *FY2024 capital recommended for funding through Community Preservation funds – historical preservation*

Cemeteries Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Cemeteries						
Salary & Wages - Regular	\$ 211,707	\$ 222,524	\$ 237,433	4.0	\$ 25,726	12.15%
Salary & Wages - Overtime	\$ 25,000	\$ 25,000	\$ 25,000		\$ -	0.00%
Salary & Wages - Differentials	\$ 250	\$ 450	\$ 450		\$ 200	80.00%
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	-
Total Salary & Wages	\$ 236,957	\$ 247,974	\$ 262,883		\$ 25,926	10.94%
Maintenance - Buildings and Grounds	\$ 46,750	\$ 48,890	\$ 48,890		\$ 2,140	4.58%
Maintenance - Equipment	\$ 16,065	\$ 16,065	\$ 16,065		\$ -	0.00%
Rental Equipment	\$ 1,500	\$ 1,500	\$ 1,500		\$ -	0.00%
Professional Services - Consultants	\$ 20,000	\$ 20,000	\$ 20,000		\$ -	0.00%
Printing and Postage	\$ 260	\$ 260	\$ 260		\$ -	0.00%
Phones	\$ 3,000	\$ 3,500	\$ 3,500		\$ 500	16.67%
Supplies - Office	\$ 11,550	\$ 13,650	\$ 13,650		\$ 2,100	18.18%
Vehicular Supplies and Fuel	\$ 9,860	\$ 11,980	\$ 11,980		\$ 2,120	21.50%
Education, Training, Dues, etc.	\$ 100	\$ 150	\$ 150		\$ 50	50.00%
Total Operating Expenses	\$ 109,085	\$ 115,995	\$ 115,995		\$ 6,910	6.33%
Electricity	\$ 6,180	\$ 6,798	\$ 6,335		\$ 154	2.50%
Natural Gas	\$ 2,550	\$ 8,550	\$ 2,614		\$ 64	2.50%
Total Energy	\$ 8,730	\$ 15,348	\$ 8,948		\$ 218	2.50%
Operating Capital	\$ 15,000	\$ -	\$ -		\$ (15,000)	0.00%
Total	\$ 369,772	\$ 379,317	\$ 387,826	4.0	\$ 18,054	4.88%

12. Planning and Community Development Division

Planning and Community Development – Departmental restructuring – fully fund all positions - Total Operating Budget increase: \$123,126 or 14.09%; No Capital

The Planning and Community restructuring plan was submitted and approved by Council in FY2023. All positions are fully funded in the FY2024 budget. Additional consulting services are also included in the operating budget to support the work of the division in economic development.

Planning and Community Development

- *FY2024 implementation of restructuring reorganization of Division and filling of all vacancies – all positions funded in FY2024*
- *Additional consulting services to support economic development*
- *Increase of \$123,126 or 14.09%*

Planning and Community Development Division Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Planning, Community and Economic Development							
Salary & Wages - Regular	\$ 707,961	\$ 920,485	\$ 807,137	12.5	\$ 99,176	14.01%	D
Salary & Wages - Overtime	\$ 6,000	\$ 12,000	\$ 7,000		\$ 1,000	-	
Salary & Wages - Differentials	\$ -	\$ -	\$ -		\$ -	-	
Total Salary & Wages	\$ 713,961	\$ 932,485	\$ 814,137		\$ 100,176	14.03%	
Maintenance - Buildings and Grounds	\$ 8,000	\$ 8,000	\$ 8,000		\$ -	0.00%	
Maintenance - Equipment	\$ 2,900	\$ 3,000	\$ 3,000		\$ 100	3.45%	
Maintenance - Lakes and Ponds	\$ 64,500	\$ 64,500	\$ 64,500		\$ -	0.00%	
Rent	\$ -	\$ -	\$ -		\$ -	0.00%	
Professional Services - Consultants	\$ 28,000	\$ 59,900	\$ 45,000		\$ 17,000	0.00%	a
Police Details	\$ 1,000	\$ -	\$ -		\$ (1,000)	-100.00%	
Printing and Postage	\$ 23,550	\$ 27,900	\$ 27,900		\$ 4,350	18.47%	
Phones	\$ 3,200	\$ 3,400	\$ 3,400		\$ 200	6.25%	
Supplies	\$ 10,400	\$ 11,400	\$ 11,400		\$ 1,000	9.62%	
Vehicular Supplies and Fuel	\$ 4,000	\$ 4,000	\$ 4,000		\$ -	0.00%	
Education, Training, Dues, etc.	\$ 14,300	\$ 15,600	\$ 15,600		\$ 1,300	9.09%	
Total Operating Expenses	\$ 159,850	\$ 197,700	\$ 182,800		\$ 22,950	14.36%	
Total	\$ 873,811	\$ 1,130,185	\$ 996,937	12.5	\$ 123,126	14.09%	

13. Public Health Division

Public Health - Level Service - Total Operating Budget increase: \$64,280 or 5.28%; No Capital

The Public Health Division budget for FY2024 is recommended to be level funded. A new Director of Public Health was hired recently. He was asked to develop a mission statement for the Division and set goals. A number of services traditionally provided by the Division are in flux. The Health Clinic is in the process of being moved to 188 Concord Street. The City, however, is having difficulty hiring a Public Health Nurse following the retirement of the long-time incumbent. Many of the services in the Public Health Division are also reliant on grants. When the City receives grant, positions are then posted to be filled. There are currently two grant-funded positions advertised for FY2024.

Public Health

- *Level service*
- *FY2024 Division review – mission and goals*
- *Increase \$64,280 or 5.28% (3-year increase for collective bargaining unit employees)*

Public Health Division Operation Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Public Health							
Public Health							
Salary & Wages - Regular	\$ 1,052,314	\$ 1,063,484	\$ 1,121,793	15.75	\$ 69,479	6.60%	
Salary & Wages - Overtime	\$ 8,160	\$ 6,500	\$ 6,630		\$ (1,530)	-18.75%	
Salary & Wages - Differentials	\$ -	\$ -	\$ -		\$ -	0.00%	
Salary & Wages - Other	\$ 2,000	\$ 2,000	\$ 2,000		\$ -	0.00%	
Total Salary & Wages	\$ 1,062,474	\$ 1,071,984	\$ 1,130,423		\$ 67,949	6.40%	
Maintenance - Equipment	\$ 8,750	\$ 18,310	\$ 18,310		\$ 9,560	0.00%	
Rent	\$ 30,000	\$ -	\$ -		\$ (30,000)	-100.00%	m
Professional Services	\$ 24,850	\$ 41,500	\$ 41,500		\$ 16,650	0.00%	
Mosquito Control	\$ 60,526	\$ 60,526	\$ 60,526		\$ -	0.00%	
Printing and Postage	\$ 4,650	\$ 5,240	\$ 5,240		\$ 590	0.00%	
Phones	\$ 6,620	\$ 6,500	\$ 6,500		\$ (120)	-1.81%	
Supplies	\$ 7,300	\$ 7,884	\$ 7,884		\$ 584	8.00%	
Vehicular Supplies and Fuel	\$ 1,125	\$ 1,340	\$ 1,340		\$ 215	0.00%	
Education, Training, Dues, etc.	\$ 6,400	\$ 9,432	\$ 9,432		\$ 3,032	47.38%	
Total Operating Expenses	\$ 150,221	\$ 150,732	\$ 150,732		\$ 511	0.34%	
Electricity	\$ 4,180	\$ 6,000	\$ -		\$ (4,180)	-100.00%	el
Natural Gas	\$ -	\$ -	\$ -		\$ -	0.00%	
Total Energy	\$ 4,180	\$ 6,000	\$ -		\$ (4,180)	-100.00%	
Total	\$ 1,216,875	\$ 1,228,716	\$ 1,281,155	15.75	\$ 64,280	5.28%	

14. Public Safety

Animal Control: Level Service – Total Operating Budget increase \$10,490 or 5.68%; No Capital Budget

The Animal Control Department is recommended for level service. The increase in salary reflects the addition of overtime and the increase in expense is to cover the cost of animal supplies.

Animal Control

- Level Service
- Increase of \$10,490 or 5.68%
 - fund overtime and fund animal supplies

Animal Control Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Animal Control							
Salary & Wages - Regular	\$ 163,712	\$ 164,551	\$ 166,073	2.5	\$ 2,361	1.44%	
Salary & Wages - Overtime	\$ 714	\$ 20,000	\$ 5,000		\$ 4,286	600.28%	h
Salary & Wages - Differentials	\$ 800	\$ 800	\$ 800		\$ -	0.00%	
Salary & Wages - Other	\$ 1,500	\$ 1,500	\$ 1,500		\$ -	0.00%	
Total Salary & Wages	\$ 166,726	\$ 186,851	\$ 173,373		\$ 6,647	3.99%	
Maintenance - Buildings	\$ 1,200	\$ 1,200	\$ 1,200		\$ -	0.00%	
Professional Services - Veterinary	\$ 5,250	\$ 9,250	\$ 5,250		\$ -	0.00%	
Phones	\$ 300	\$ 300	\$ 300		\$ -	0.00%	
Supplies - Animal Control	\$ 100	\$ 5,000	\$ 3,800		\$ 3,700	3700.00%	
Fuel	\$ 5,200	\$ 5,200	\$ 5,200		\$ -	0.00%	
Education, Training, Dues, etc.	\$ 300	\$ 300	\$ 300		\$ -	0.00%	
Total Operating Expenses	\$ 12,350	\$ 21,250	\$ 16,050		\$ 3,700	29.96%	
Electricity	\$ 4,000	\$ 5,200	\$ 4,100		\$ 100	2.50%	
Natural Gas	\$ 1,700	\$ 2,600	\$ 1,743		\$ 42	2.50%	
Total Energy	\$ 5,700	\$ 7,800	\$ 5,843		\$ 143	2.50%	
Total	\$ 184,776	\$ 215,901	\$ 195,266		\$ 10,490	5.68%	

Fire Department: Level Service – Total Operating Budget increase \$590,650 or 3.66%; Total Capital: \$1,285,500 for FY2024 for Rescue 1 and Fire Chief’s vehicle

The Fire Department operating budget is recommended at level service, at a \$590,650 or 3.66% increase, including \$137,000 for turnout gear. The collective bargaining agreement with firefighters is currently under negotiation. The annual funding of turnout gear will provide each firefighter with two sets of turnout gear no more than 10 years old.

- | <u>Fire Department</u> | |
|------------------------|---|
| • | <i>Operating Budget</i> |
| ○ | <i>Level Service</i> |
| ○ | <i>Fully fund all positions</i> |
| ○ | <i>Fund replacement of turnout gear \$137k annually in operating budget</i> |
| ○ | <i>Increase Operating Budget \$590,650 or 3.66%</i> |
| • | <i>Capital Budget</i> |
| ○ | <i>Replace Rescue 1</i> |
| ○ | <i>Replace Fire Chief’s Vehicle</i> |

Fire Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Fire							
Salary & Wages - Regular	\$ 10,957,263	\$ 11,152,272	\$ 11,157,572	154.5	\$ 200,309	1.83%	C
Salary & Wages - Overtime	\$ 1,565,919	\$ 1,765,919	\$ 1,665,919		\$ 100,000	6.39%	
Salary & Wages - Differentials	\$ 2,595,157	\$ 2,779,878	\$ 2,679,878		\$ 84,721	3.26%	re
Salary & Wages - Other	\$ 137,713	\$ 141,489	\$ 141,489		\$ 3,776	2.74%	
Total Salary & Wages	\$ 15,256,052	\$ 15,839,558	\$ 15,644,858		\$ 388,806	2.55%	
Maintenance - Buildings	\$ 59,578	\$ 64,344	\$ 64,344		\$ 4,766	8.00%	
Maintenance - Equipment	\$ 188,109	\$ 208,712	\$ 203,158		\$ 15,049	8.00%	
IOD Medical	\$ 95,000	\$ 95,000	\$ 95,000		\$ -	0.00%	
Professional and Technical Services	\$ 24,900	\$ 38,677	\$ 38,677		\$ 13,777	55.33%	
Printing and Communications	\$ 9,200	\$ 9,200	\$ 9,200		\$ -	0.00%	
Phones	\$ 40,300	\$ 43,520	\$ 43,520		\$ 3,220	7.99%	
Supplies - Office	\$ 9,533	\$ 9,533	\$ 9,533		\$ -	0.00%	
Supplies - Building	\$ 56,000	\$ 56,000	\$ 56,000		\$ -	0.00%	
Uniforms and Laundry	\$ 3,500	\$ 120,720	\$ 10,000		\$ 6,500	185.71%	
Vehicular Supplies and Fuel	\$ 165,800	\$ 195,700	\$ 182,380		\$ 16,580	10.00%	
Education, Training, Dues, etc.	\$ 13,800	\$ 13,800	\$ 13,800		\$ -	0.00%	
Total Operating Expenses	\$ 665,720	\$ 855,206	\$ 725,612		\$ 59,892	9.00%	
Electricity	\$ 157,560	\$ 168,154	\$ 161,499		\$ 3,939	2.50%	
Natural Gas	\$ 40,545	\$ 43,790	\$ 41,559		\$ 1,014	2.50%	
Total Energy	\$ 198,105	\$ 211,944	\$ 203,058		\$ 4,953	2.50%	
Operating Capital	\$ -	\$ -	\$ 137,000		\$ 137,000	- \$	
Total	\$ 16,119,877	\$ 16,906,708	\$ 16,710,527	154.5	\$ 590,650	3.66%	

Fire Department Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Fire	Fire Chief SUV (Car 1) - Fire Apparatus Asset Replacement	\$ 79,000	\$ 79,000	\$ 79,000		
Fire	Rescue 1 Fire Truck Asset Replacement	\$ 1,206,500	\$ 1,206,500	\$ 1,206,500		

Emergency Management – Level Fund – increase of \$3,107 or 4.95%; No Capital

The Emergency Management Department has no personnel and consists of the operations of the Emergency Operations Center. The Department is recommended to be level-funded in FY2024. The increase of \$3,107 is based on an anticipated increase in software maintenance costs.

Emergency Management

- *Level fund*

Emergency Management Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
FREMA							
Other Reimbursements	\$ -	\$ -	\$ -		\$ -	0.00%	
Total Salary & Wages	\$ -	\$ -	\$ -		\$ -	0.00%	
Maintenance - Software	\$ 38,831	\$ 41,938	\$ 41,938		\$ 3,107	8.00%	
Supplies	\$ 3,000	\$ 3,000	\$ 3,000		\$ -	0.00%	
Education, Training, Dues, etc.	\$ 5,200	\$ 5,200	\$ 5,200		\$ -	0.00%	
Total Operating Expenses	\$ 47,031	\$ 50,138	\$ 50,138		\$ 3,107	6.61%	
Operating Capital	\$ 15,705	\$ 15,705	\$ 15,705		\$ -	0.00%	
Total	\$ 62,736	\$ 65,843	\$ 65,843	0.0	\$ 3,107	4.95%	

Police Department: Increase Level of Service – Total Operating Budget increase \$1,666,211 or 9.47%; No Capital funded – capital request for taser replacement funded through operating budget

The Police Department budget is recommended for an increase in service from FY2023 by fully funding all existing Police positions. The FY2024 operating budget for the Police Department also includes an annual appropriation for equipment replacement, which includes \$73,230 for tasers and \$200,000 for a pilot program for bodycams. The pilot will require negotiation with the police unions.

There is no capital recommendation for the Police Department in FY2024. The City continues to explore the possibility of a joint regional dispatch center in Framingham and grant funding from the State to build such a regional dispatch center.

Police Department

- *Increase level of service*
- *Fully fund all positions*
- *Fund replacement cycle for tasers at \$73,230*
- *Fund bodycams pilot at \$200,000*
- *Budget increase \$1,666,211 or 9.47%*

Police Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	
Police							
Salary & Wages - Regular	\$ 11,931,717	\$ 12,017,269	\$ 12,017,269	172.0	\$ 105,552	0.88%	re
Salary & Wages - Overtime	\$ 1,260,675	\$ 1,960,500	\$ 1,760,500		\$ 499,825	39.65%	
Salary & Wages - Differentials	\$ 2,992,499	\$ 3,622,206	\$ 3,522,206		\$ 529,707	17.70%	
Salary & Wages - Other	\$ 54,200	\$ 53,950	\$ 53,950		\$ (250)	-0.46%	
Total Salary & Wages	\$ 16,239,091	\$ 17,653,925	\$ 17,353,925		\$ 1,134,834	6.99%	
Maintenance - Buildings	\$ 6,000	\$ 6,000	\$ 6,000		\$ -	0.00%	
Maintenance - Equipment	\$ 125,400	\$ 146,400	\$ 131,400		\$ 6,000	4.78%	ba
Equipment Rental	\$ 4,500	\$ 500	\$ 500		\$ (4,000)	-88.89%	ca
Rent	\$ 8,400	\$ 8,400	\$ 8,400		\$ -	0.00%	
IOD Medical	\$ 85,000	\$ 192,000	\$ 120,000		\$ 35,000	41.18%	T
Professional and Technical Services	\$ 211,000	\$ 211,000	\$ 200,000		\$ (11,000)	-5.21%	
Printing and Communications	\$ 9,500	\$ 15,700	\$ 15,700		\$ 6,200	65.26%	
Phones	\$ 88,100	\$ 98,500	\$ 98,500		\$ 10,400	11.80%	In
Supplies - Office	\$ 37,000	\$ 64,500	\$ 64,500		\$ 27,500	74.32%	
Supplies - Police	\$ 58,500	\$ 123,800	\$ 123,800		\$ 65,300	111.62%	
Vehicular Supplies and Fuel	\$ 393,000	\$ 401,500	\$ 401,500		\$ 8,500	2.16%	
Education, Training, Dues, etc.	\$ 130,500	\$ 185,500	\$ 185,500		\$ 55,000	42.15%	in
Total Operating Expenses	\$ 1,156,900	\$ 1,453,800	\$ 1,355,800		\$ 198,900	17.19%	
Electricity	\$ 2,446	\$ 3,446	\$ 3,549		\$ 1,103	45.11%	
Natural Gas	\$ -	\$ -	\$ -		\$ -	0.00%	
Total Energy	\$ 2,446	\$ 3,446	\$ 3,549		\$ 1,103	45.11%	
Operating Capital	\$ 200,000	\$ 516,107	\$ 531,373		\$ 331,373	165.69%	F
Total	\$ 17,598,437	\$ 19,627,278	\$ 19,244,648	172.0	\$ 1,666,211	9.47%	

15. Public Works Division

The Public Works Division had funded a number of positions for past years through the capital budget. As of FY2024, all positions that were funded through capital are now included in the Public Works Division’s operating budget.

The capital budget for the Public Works Division has been reviewed carefully. The major change to the FY2024 Public Works capital is the funding of roads. In the past, Chapter 90 monies, which are allocated to the City for road and related work has been used for vehicle and equipment purchases, for engineering studies and for the costs incidental to capital projects, such as the legal costs or easement costs associated with projects. Beginning with the City’s FY2023 Chapter 90 allocation, Chapter 90 funding will be dedicated to roads. Incidental costs as well as vehicles and equipment will be funded through other capital or operating funds.

Overall the Public Works Division has been seriously challenged by the labor shortages. We anticipate that the vacancies in the Department will be filled over the course of FY2024 given the recently signed collective bargaining agreement with both Public Works unions. The City is also in the process of setting up a Commercial Drivers License school, which will allow for the hiring of staff without the license and provide the training.

Public Works Administration – Level service– budget increase of \$61,655 or 14.83%

In FY2023, the Public Works Administration Budget was reduced when the procurement administrator was moved to the Purchasing Department in the Finance Division and the position of Assistant Director of Administration and Finance was regraded to reduce the grade of the position consistent with other Public Works Departments in the State. As part of the creation of the Webmaster position during FY2023, the Senior Communications Project Manager position was eliminated. For FY2024, the budget again defers funding the Deputy Director of Public Works. The FY2024 budget includes funding all positions for the entire fiscal year. All positions are anticipated to be filled for FY2024.

- Public Works Administration
- *Level Service*
 - *Fully fund all positions*
 - *Budget increase \$61,655 or 14.83%*

Public Works Administration Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Administration							
Salary & Wages - Regular	\$ 393,774	\$ 528,165	\$ 447,455	4.0	\$ 53,681	13.63%	D
Salary & Wages - Overtime	\$ -	\$ 9,000	\$ 9,000		\$ 9,000	0.00%	
Salary & Wages - Differentials	\$ 200	\$ 200	\$ 200		\$ -	0.00%	
Salary & Wages - Other	\$ -	\$ -	\$ -		\$ -	0.00%	
Total Salary & Wages	\$ 393,974	\$ 537,365	\$ 456,655		\$ 62,681	15.91%	
Maintenance - Buildings	\$ -	\$ -	\$ -		\$ -	-	
Maintenance - Equipment	\$ 11,678	\$ 6,500	\$ 6,500		\$ (5,178)	-44.34%	
Professional and Technical Services	\$ 2,700	\$ 2,700	\$ 2,700		\$ -	0.00%	
Printing and Communications	\$ 1,630	\$ 1,630	\$ 1,630		\$ -	0.00%	
Phones and Internet	\$ 2,203	\$ 3,149	\$ 3,149		\$ 946	42.94%	
Supplies - Office	\$ 700	\$ 1,800	\$ 1,800		\$ 1,100	157.14%	
Fuel	\$ 1,147	\$ 1,147	\$ 1,147		\$ -	0.00%	
Education, Training, Dues, etc.	\$ 1,644	\$ 3,750	\$ 3,750		\$ 2,106	128.10%	
					\$ -		
Total Operating Expenses	\$ 21,702	\$ 20,676	\$ 20,676		\$ (1,026)	-4.73%	
					\$ -		
Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%	
Total	\$ 415,676	\$ 558,041	\$ 477,331	4.0	\$ 61,655	14.83%	

Public Works Engineering – FY2024 – review department structure and delivery of services - bring in one capital-funded position – defer funding 2 vacancies until department review is complete - budget increase of \$45,421 or 4.31%

The last capital-funded position is being added to the FY2024 budget. There are currently 2 vacancies in the Department for which funding is being deferred pending a review of the department structure and delivery of services.

- Engineering
- *Move 1.0 capital funded positions into FY2024 budget*
 - *FY2024 departmental review – defer funding 2 vacancies until departmental review is complete*
 - *Budget increase \$45,421 or 4.31%*

Public Works Engineering Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Engineering							
Salary & Wages - Regular	\$ 925,635	\$ 1,014,923	\$ 972,137	10.7	\$ 46,502	5.02%	re
Salary & Wages - Overtime	\$ 1,500	\$ 2,000	\$ 2,000		\$ 500	33.33%	nt
Salary & Wages - Differentials	\$ 8,840	\$ 9,290	\$ 9,290		\$ 450	5.09%	fu
Salary & Wages - Other	\$ 8,458	\$ 10,258	\$ 10,258		\$ 1,800	21.28%	
Total Salary & Wages	\$ 944,433	\$ 1,036,471	\$ 993,685		\$ 49,252	5.21%	
Maintenance - Buildings and Grounds	\$ -	\$ -	\$ -		\$ -	-	
Maintenance - Equipment	\$ 8,981	\$ 5,950	\$ 5,950		\$ (3,031)	-33.75%	
Professional and Technical Services	\$ 60,500	\$ 109,500	\$ 60,000		\$ (500)	-0.83%	st
Printing and Communications	\$ 2,700	\$ 2,700	\$ 2,700		\$ -	0.00%	
Phones	\$ 4,514	\$ 4,289	\$ 4,289		\$ (225)	-4.98%	
Supplies - Office	\$ 3,064	\$ 3,064	\$ 3,064		\$ -	0.00%	
Fuel	\$ 4,698	\$ 4,698	\$ 4,698		\$ -	0.00%	
Education, Training, Dues, etc.	\$ 23,756	\$ 23,681	\$ 23,681		\$ (75)	-0.32%	
Total Operating Expenses	\$ 108,213	\$ 153,882	\$ 104,382		\$ (3,831)	-3.54%	
Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%	
Total	\$ 1,052,646	\$ 1,190,353	\$ 1,098,067	10.7	\$ 45,421	4.31%	

Public Works Fleet Department – Level service budget increase of \$120,923 or 9.57%

The Public Works Fleet Department budget is increasing primarily due to the settlement of collective bargaining, which is bringing 2 years of salary increases into the salaries line. The budget is also increasing due to a review of the Snow and Ice budget and determination that some items previously billed to Snow and Ice should have been billed to regular vehicle maintenance.

Public Works Fleet

- Level Service
- Budget increase of \$120,923 or 9.57%
 - 2 years of collective bargaining increases

Fleet Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Fleet							
Salary & Wages - Regular	\$ 551,038	\$ 558,594	\$ 624,594	7.0	\$ 73,556	13.35%	in
Salary & Wages - Overtime	\$ 27,125	\$ 51,625	\$ 51,625		\$ 12,000	44.24%	in
Salary & Wages - Differentials	\$ 32,400	\$ 32,400	\$ 32,400		\$ -	0.00%	
Salary & Wages - Other	\$ 36,688	\$ 36,688	\$ 36,688		\$ -	0.00%	
Total Salary & Wages	\$ 647,251	\$ 679,307	\$ 745,307		\$ 85,556	13.22%	
Maintenance - Building	\$ 42,500	\$ 42,500	\$ 42,500		\$ -	0.00%	
Maintenance - Equipment	\$ 156,968	\$ 165,700	\$ 165,700		\$ 8,732	5.56%	
Rental Equipment	\$ -	\$ -	\$ -		\$ -	0.00%	
Medical Costs - Employees	\$ 300	\$ 300	\$ 300		\$ -	0.00%	
Professional and Technical Services	\$ -	\$ -	\$ -		\$ -	0.00%	
Printing and Communications	\$ 400	\$ 400	\$ 400		\$ -	0.00%	
Phones and Radios	\$ 2,304	\$ 3,240	\$ 3,240		\$ 936	40.63%	
Supplies - Office	\$ 15,000	\$ 17,500	\$ 17,500		\$ 2,500	16.67%	
Vehicular Supplies and Fuel	\$ 343,301	\$ 374,000	\$ 346,500		\$ 3,199	0.93%	
Education, Training, Dues, etc.	\$ 3,725	\$ 3,725	\$ 3,725		\$ -	0.00%	
Total Operating Expenses	\$ 564,498	\$ 607,365	\$ 579,865		\$ 15,367	2.72%	
Electricity	\$ 38,703	\$ 41,799	\$ 39,671		\$ 968	2.50%	
Natural Gas	\$ 12,960	\$ 13,997	\$ 13,284		\$ 324	0.00%	
Total Energy	\$ 51,663	\$ 55,796	\$ 52,955		\$ 1,292	2.50%	
Operating Capital	\$ -	\$ 50,000	\$ 20,000		\$ 20,000	0.00%	
Total	\$ 1,263,412	\$ 1,392,468	\$ 1,398,127	7.0	\$ 120,923	9.57%	

Public Works Highway Department – Increased service for road maintenance and pavement management and sidewalk inventory – budget increase of \$505,585 or 13.36%

One project manager currently funded through capital is being brought into the Public Works Highway Department budget. This transfer completes the move of all positions previously funded through capital into the operating budget. The nationwide labor shortages for holders of CDL (Commercial Driver License) licenses continues to hit the Highway Department particularly hard. The FY2023 budget includes a vacancy rate for the Highway Department. While the DPW is establishing a CDL license school, the budget assumes 4 vacancies for the entire fiscal year.

Other cost increases include an increase in services for road maintenance and pavement management and sidewalk inventory, totaling \$335k.

- Public Works Highway
- *Increase level of service*
 - *Add funding for road maintenance \$200k*
 - *Add funding for pavement management and sidewalk inventory \$135k*
 - *Salaries increase includes 2 years of collective bargaining settlement*
 - *Assume 4 vacancies for FY2024*
 - *Move 1 project manager from capital budget – add 1.0 FTE*
 - *Increase of \$505,585 or 13.36%*

Public Works Highway Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change	C
Highway							
Salary & Wages - Regular	\$ 1,712,005	\$ 1,991,092	\$ 1,943,313	33.0	\$ 231,308	13.51%	in
Salary & Wages - Overtime	\$ 267,705	\$ 303,705	\$ 303,705		\$ 36,000	13.45%	a
Salary & Wages - Differentials	\$ 161,673	\$ 161,377	\$ 161,377		\$ (296)	-0.18%	a
Salary & Wages - Other	\$ 150,336	\$ 150,336	\$ 150,336		\$ -	0.00%	
Total Salary & Wages	\$ 2,291,719	\$ 2,606,510	\$ 2,558,731		\$ 267,012	11.65%	
Maintenance - Building	\$ 28,350	\$ 11,050	\$ 11,050		\$ (17,300)	-61.02%	
Maintenance - Equipment	\$ 75,012	\$ 79,406	\$ 79,406		\$ 4,394	5.86%	
Maintenance - Roadway	\$ 535,000	\$ 734,340	\$ 735,000		\$ 200,000	37.38%	a
Equipment Lease and Rentals	\$ 17,250	\$ 17,250	\$ 17,250		\$ -	0.00%	
Professional and Technical Services	\$ 18,500	\$ 15,500	\$ 150,500		\$ 132,000	0.00%	P
Printing and Communications	\$ 1,500	\$ 11,500	\$ 1,500		\$ -	0.00%	P
Phones and Radios	\$ 11,656	\$ 12,260	\$ 12,260		\$ 604	5.18%	
Medical Costs - Employees	\$ 1,238	\$ 1,238	\$ 1,238		\$ -	0.00%	
Mosquito Control	\$ 10,000	\$ 10,000	\$ 10,000		\$ -	0.00%	
Police Details	\$ 60,000	\$ 75,000	\$ 75,000		\$ 15,000	25.00%	
Supplies - Office	\$ 16,375	\$ 16,375	\$ 16,375		\$ -	0.00%	
Vehicular Supplies and Fuel	\$ 219,000	\$ 244,472	\$ 219,000		\$ -	0.00%	
Supplies - Public Works	\$ 384,097	\$ 321,991	\$ 321,991		\$ (62,106)	-16.17%	
Education, Training, Dues, etc.	\$ 32,604	\$ 26,300	\$ 2,300		\$ (30,304)	-92.95%	re
Total Operating Expenses	\$ 1,410,582	\$ 1,576,682	\$ 1,652,870		\$ 242,288	17.18%	
Electricity	\$ 44,221	\$ 46,662	\$ 45,327		\$ 1,106	2.50%	
Natural Gas	\$ 7,355	\$ 7,943	\$ 7,539		\$ 184	0.00%	
Total Energy	\$ 51,576	\$ 54,605	\$ 52,865		\$ 1,289	2.50%	
Operating Capital	\$ 30,000	\$ 25,000	\$ 25,000		\$ (5,000)	0.00%	
Total	\$ 3,783,877	\$ 4,262,797	\$ 4,289,466	33.0	\$ 505,589	13.36%	

Public Works Sanitation Department – Level service budget increase of \$642,669 or 12.18%; Capital request for replacement of a Packer

The Sanitation Department is seeing high increases in its expenses due to the continuing increased costs of solid waste and recycling disposal. Although not as acutely, the Department, like other Public Works Department, is seeing the shortages in labor with CDL licenses, which are required for driving sanitation trucks. All positions in the Department are fully funded in the salary line that includes 2 years of collective bargaining increases.

The Department is also seeking replacement of a Packer through the capital budget. The Department has prepared a Packer replacement cycle that will allow for timely replacement of vehicles on a sustainable operational and financial life-cycle. The Department also completed a cost-benefit analysis of outsourcing trash and recycling pick-up. It is not financially advantageous to privatize trash and recycling pick-up at this time.

- Public Works Sanitation
- Level Service
 - Increase of \$642,669 or 12.18%
 - 2 years of collective bargaining increases
 - Substantial increase in cost of solid waste and recycling disposal of \$316,787
 - Capital budget includes a request for replacement of a packer

Public Works Sanitation Department Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Sanitation						
Salary & Wages - Regular	\$ 1,196,381	\$ 1,286,769	\$ 1,463,641	21.0	\$ 267,260	22.34%
Salary & Wages - Overtime	\$ 257,745	\$ 257,745	\$ 257,745		\$ -	0.00%
Salary & Wages - Differentials	\$ 98,217	\$ 104,814	\$ 104,814		\$ 6,597	6.72%
Salary & Wages - Other	\$ 93,459	\$ 94,299	\$ 94,299		\$ 840	0.90%
Total Salary & Wages	\$ 1,645,802	\$ 1,743,627	\$ 1,920,499		\$ 274,697	16.69%
Maintenance - Building	\$ 9,450	\$ 9,450	\$ 9,450		\$ -	0.00%
Maintenance - Equipment	\$ 73,001	\$ 82,161	\$ 82,161		\$ 9,160	12.55%
Equipment Lease and Rentals	\$ 55,675	\$ 71,604	\$ 65,104		\$ 9,429	16.94%
Solid Waste Disposal	\$ 2,153,291	\$ 2,396,879	\$ 2,470,078		\$ 316,787	14.71%
Recycling Disposal	\$ 704,230	\$ 703,438	\$ 736,661		\$ 32,431	4.61%
Hazardous Waste Disposal	\$ 40,000	\$ 40,000	\$ 40,000		\$ -	0.00%
Leaf and Brush Disposal	\$ 153,400	\$ 175,000	\$ 160,000		\$ 6,600	4.30%
Professional and Technical Services	\$ 1,000	\$ 750	\$ 750		\$ (250)	0.00%
Printing and Communications	\$ 10,000	\$ 11,000	\$ 11,000		\$ 1,000	10.00%
Phones and Radios	\$ 2,837	\$ 3,597	\$ 3,597		\$ 760	26.79%
Medical Costs - Employees	\$ 750	\$ 750	\$ 750		\$ -	0.00%
Police Details	\$ 7,000	\$ 5,500	\$ 5,500		\$ (1,500)	-21.43%
Supplies	\$ 11,038	\$ 11,038	\$ 11,038		\$ -	0.00%
Vehicular Supplies and Fuel	\$ 270,500	\$ 351,300	\$ 341,300		\$ 70,800	26.17%
Supplies - Sanitation and Recycling	\$ 30,800	\$ 70,925	\$ 40,000		\$ 9,200	29.87%
Education, Training, Dues, etc.	\$ 18,274	\$ 12,550	\$ 5,550		\$ (12,724)	-69.63%
Total Operating Expenses	\$ 3,541,246	\$ 3,945,942	\$ 3,982,939		\$ 441,693	12.47%
Electricity	\$ 41,995	\$ 45,119	\$ 43,045		\$ 1,050	2.50%
Natural Gas	\$ 9,147	\$ 9,879	\$ 9,376		\$ 229	2.50%
Total Energy	\$ 51,142	\$ 54,998	\$ 52,421		\$ 1,279	2.50%
Operating Capital	\$ 37,500	\$ -	\$ (37,500)		\$ (75,000)	-200.00%
Total	\$ 5,275,690	\$ 5,744,567	\$ 5,918,359	21.0	\$ 642,669	12.18%

Public Works Street Lights and Signals Department – Level service budget increase of \$51,242 or 5.16%

The Public Works Street Lights and Signals Department is recommended for level service. The salary line increase includes 2 years of increases from collective bargaining settlements.

Public Works Street Light and Signals

- *Level Service*
- *Salary includes 2 years of collective bargaining settlement*
- *Budget increase of \$51,242 or 5.16%*

Public Works Street Lights and Signals Department

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Lights and Signals						
Salary & Wages - Regular	\$ 361,116	\$ 364,579	\$ 388,287	4.3	\$ 27,171	7.52%
Salary & Wages - Overtime	\$ 24,743	\$ 24,743	\$ 24,743		\$ -	0.00%
Salary & Wages - Differentials	\$ 14,337	\$ 14,337	\$ 14,337		\$ -	0.00%
Salary & Wages - Other	\$ 26,771	\$ 26,871	\$ 26,871		\$ 100	0.37%
Total Salary & Wages	\$ 426,967	\$ 430,530	\$ 454,238		\$ 27,271	6.39%
Maintenance - Building	\$ 35,050	\$ 37,854	\$ 37,854		\$ 2,804	8.00%
Maintenance - Equipment	\$ 18,760	\$ 21,572	\$ 21,572		\$ 2,812	0.00%
Professional and Technical Services	\$ 675	\$ 675	\$ 675		\$ -	0.00%
Printing and Communications	\$ 150	\$ 150	\$ 150		\$ -	0.00%
Phones and Radios	\$ 2,820	\$ 3,876	\$ 3,876		\$ 1,056	37.45%
Medical Costs - Employees	\$ 175	\$ 175	\$ 175		\$ (175)	-100.00%
Police Details	\$ 4,558	\$ 4,558	\$ 4,558		\$ -	0.00%
Supplies - Office	\$ 475	\$ 1,350	\$ 1,350		\$ 875	184.21%
Vehicular Supplies and Fuel	\$ 15,811	\$ 19,360	\$ 19,360		\$ 3,549	22.45%
Supplies - Lights and Signals	\$ 69,550	\$ 75,114	\$ 75,114		\$ 5,564	8.00%
Education, Training, Dues, etc.	\$ 6,275	\$ 8,175	\$ 8,175		\$ 1,900	30.28%
Total Operating Expenses	\$ 154,299	\$ 172,859	\$ 172,684		\$ 18,385	11.92%
Electricity	\$ 411,028	\$ 411,028	\$ 416,614		\$ 5,586	1.36%
Natural Gas	\$ -	\$ -	\$ -		\$ -	0.00%
Total Energy	\$ 411,028	\$ 411,028	\$ 416,614		\$ 5,586	1.36%
Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%
Total	\$ 992,294	\$ 1,014,417	\$ 1,043,536	4.3	\$ 51,242	5.16%

Public Works Snow and Ice Removal – Level Fund at \$1,654,688

Snow and Ice Removal

- *Level Fund – no change to the budget*

Snow and Ice Removal Operating Budget

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Snow and Ice						
Total Salary	\$ 519,338	\$ 519,338	\$ 519,338	0.0	\$ -	0.00%
Total Operating Expenses	\$ 1,135,350	\$ 1,135,350	\$ 1,135,350		\$ -	0.00%
Operating Capital	\$ -	\$ -	\$ -		\$ -	0.00%
Total	\$ 1,654,688	\$ 1,654,688	\$ 1,654,688		\$ -	0.00%

Public Works Capital

The Public Works Division requested \$34.29 million in new projects for FY2024. \$16.33 million is recommended for funding, which is the amount that was recommended for annual appropriation for Public Works infrastructure projects. The decision on funding requires careful consideration between the need for the infrastructure work and the financial considerations associated with the various sources of funding recommended.

The projects recommended in FY2024 include annual road maintenance totaling \$2 million, \$2.8 million for Cedar Street area construction, a substantial number of drainage, stormwater and water quality projects, including work on drainage to Waushakum beach, and Walnut Street Neighborhood Flood Mitigation project totaling just over \$5.5 million, \$150,000 for handicap accessibility not otherwise included in a capital project, and \$4.3 million for major intersections design and construction, including Fountain/Dudley and Edgell/Central. Other projects recommended for funding include \$500,000 for the School Street bridge design and construction, \$50,000 for a Simpson Park access study.

The Public Works Division also receives grants that supplement the capital appropriations, including Chapter 90 funding for roads and Municipal Vulnerability Program funding for flooding and stormwater.

FY2024 Public Works Capital

- *\$2 million for annual roads program*
- *\$2.8 million for Cedar Street area construction*
- *\$5.5 million for stormwater and drainage project, including further work at Waushakum beach*
- *\$150,000 for handicap accessibility throughout the City*
- *\$900,000 for vehicle replacement*
- *\$500,000 for bridge repairs*
- *\$50,000 for Simpson Park access study*
- *\$4.3 million for major intersections design and construction, including Fountain/Dudley, Edgell/Central*

Public Works Capital FY2024

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Public Works	ADA Compliance	\$ 150,000	\$ 150,000			\$ 150,000
Public Works	Cedar Street area roadway - Construction	\$ 2,850,000	\$ 2,850,000	\$ 2,850,000		
Public Works	Edgell Rd/Central St Intersection, Construction Oversight and Nonparticipating Costs	\$ 400,000	\$ 400,000	\$ 400,000		
Public Works	Henry Street Drainage	\$ 1,200,000	\$ -			
Public Works	Stormwater Master Plan	\$ 800,000	\$ -			
Public Works	Traffic Calming	\$ 150,000			\$ 150,000	
Public Works	MS4 Permit Implementation	\$ 300,000	\$ -			
Public Works	Rt 126/135 & Railroads Intersection Improvements – Preliminary Design	\$ 500,000	\$ -			
Public Works	Saxonville Intersection Improvements - Construct	\$ 4,150,000			\$ 4,200,000	
Public Works	Fountain St/Dudley Rd Intersection - Construction	\$ 3,900,000	\$ 3,900,000	\$ 3,900,000		
Public Works	Indian Head Heights Cross Country Drainage	\$ 220,000				
Public Works	Lake Cochituate Infrastructure and Water Quality Improvements	\$ 1,200,000				
Public Works	Lake Waushakum Infrastructure and Water Quality Improvements	\$ 600,000	\$400,000			
Public Works	Learned Pond Infrastructure and Water Quality Improvements	\$ 1,500,000				
Public Works	St Tarciscius Wetland Restoration (Lake Waushakum)	\$ 200,000				
Public Works	Hartford Street Culvert Design and Construction	\$ 750,000	\$ 750,000	\$ 750,000		
Public Works	Herbert Street, Badger Road, and Parmenter Road Culvert Design and Construction	\$ 400,000	\$ 400,000	\$ 400,000		
Public Works	Catchment Investigations (MS4 Permit)	\$ 230,000	\$ 230,000			\$ 230,000
Public Works	Priority Drainage Headwall Replacements	\$ 100,000	\$ 100,000	\$ 100,000		
Public Works	Simpson Park Improvements - Access Study	\$ 50,000	\$ 50,000			\$ 50,000
Public Works	Drainage System & Surface Water Quality Projects -	\$ 500,000	\$ 500,000	\$ 500,000		
Public Works	Roadway Improvements, sidewalks, and ADA compliance	\$ 8,500,000	\$ 2,000,000	\$ 2,000,000	\$ 2,400,000	
Public Works	Walnut Street Neighborhood Flood Mitigation projects - construction	\$ 3,200,000	\$ 3,200,000	\$ 800,000		
Public Works	School St Bridge - Design and Construction	\$ 500,000	\$ 500,000	\$ 500,000		
Public Works	Consolidated Vehicle/Equipment	\$ 1,940,000	\$ 900,000	\$ 900,000		

16. Schools

Keefe Technical Assessment: \$9,897,310, a decrease of 4.23%

This budget is the assessment received from Keefe Technical school based on the number of students enrolled. The budget is decreasing by 4.23% or \$436,618. The decrease is due to the increase in Chapter 70 State Aid that the Keefe Technical School is anticipated to receive in FY2024.

<p><u>Keefe Technical</u></p> <ul style="list-style-type: none"> • Assessment of \$9,897,310 • \$436,618 or 4.23% decrease <ul style="list-style-type: none"> ○ Increase in State Aid

School Department – School Committee voted budget: \$165,043,582, a 7.4% or \$11,368,340 increase; School Department Capital: \$14.2 million

The School Department has seen very high inflationary increases with some of its projects, particularly roofing projects. The cost estimate for the FY2024 proposed school roof projects at 4 schools accounting for most of the capital requests for FY 2024 totaling \$11.6 million for design and construction. The other projects recommended for funding include exterior envelope work to maintain school buildings, pavement replacement and stormwater work at 2 schools, and ongoing asbestos abatement program.

- School Department
- School Committee voted budget of \$165,043,582
 - \$11,368,340 or 7.4% increase
 - Increase in State Aid

School Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Schools	Asbestos Abatement - Floor Tile, Ceiling Tile, Pipe Insulation - District Wide	\$ 750,000	\$ 750,000	\$ 750,000		
Schools	Exterior Envelope - King and Framingham High School	\$ 322,000	\$ 322,000	\$ 322,000		
Schools	Farley Generator and Installation	\$ 610,000	\$ -			
Schools	Paving Replacement/Storm Water - Walsh Middle & McCarthy Elementary School's	\$ 1,210,000	\$ 1,210,000	\$ 1,210,000		
Schools	MSBA Hemenway Feasibility - Additional Request	\$ 400,000	\$ -			
Schools	Fire Alarm Systems Upgrades - FY24 Cameron, FY25 Harmony Grove, FY 25 & FY26 Dunning, FY27 Potter Road, FY28 Stapleton, FY29 Walsh and others TBD	\$ 165,000	\$ 300,000	\$ 300,000		
Schools	King Front Entrance Replacement	\$ 775,000	\$ -	\$ -		
Schools	Roof Replacement - Potter Road and Brophy Schools	\$ 855,000	\$ 855,000	\$ 855,000		
Schools	Roof Replacements - McCarthy Phase I/Dunning	\$ 7,243,000	\$ 10,785,404	\$ 10,785,404		
Schools	Security Enhancement Throughout the District	\$ 400,000	\$ -			

17. Operating Reserves – Reserve Fund level funded at \$400,000 and Salary Reserve increase of \$50,000 to \$625,000

The FY2024 budget recommends that the Reserve Fund be level funded at \$400,000 and the Salary Reserve be funded at \$625,000 to cover unsettled collective bargaining agreements, including Fire and the professional union.

- Operating Reserves
- Level fund Reserve Fund at \$400,000
 - Salary Reserve at \$625,000

18. Unclassified Expenses

The City has little or no direct control over many of the expenses budgeted in unclassified expenses.

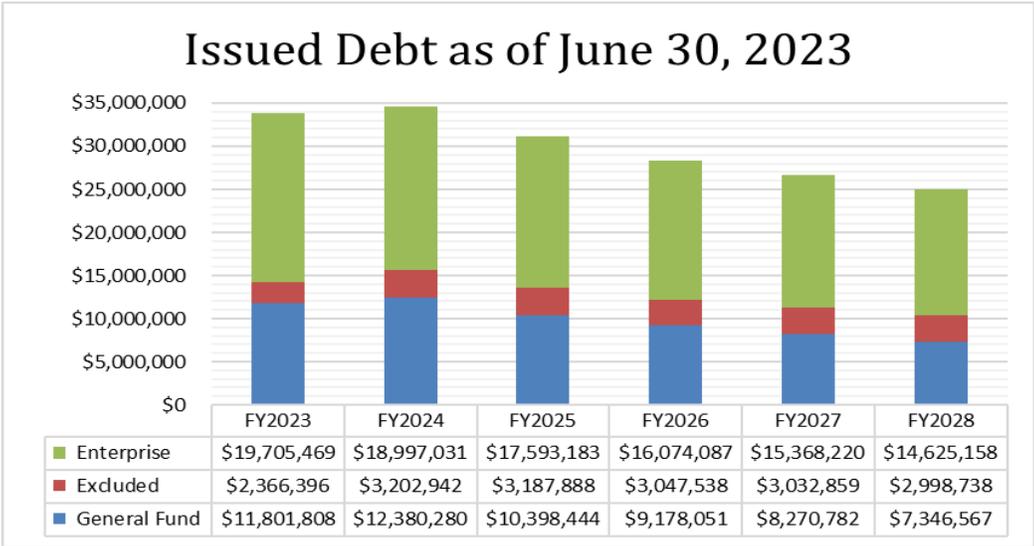
Framingham is a member of the Group Insurance Commission (GIC). The Health Insurance budget is based on information provided to the City when GIC received new bids this year for new commercial health coverage. In addition, the School Department has indicated that its FY2024 budget includes 52 new employees. The average cost per employees of health insurance is \$16,156. While the full amount for 52 additional employees, \$807,000, was not budgeted, \$600,000 was placed in the Health Insurance budget to cover new employees.

The budget for the consultant for Medicaid reimbursement is based on average costs for the past years. The amount collected by the City ranges between \$1 million and \$1.5 million. Tax Title services funds the amount required on an annual basis for tax title work. Tax title work results in payment of delinquent taxes and in property foreclosure generating revenue for the City. The retirement budget must equal the assessment of the Retirement Board. The Medicare budget is based on total salaries paid. The reduction in the Unemployment budget of \$100,000 is based on the City having an unemployment credit with the State. This line may be volatile depending on the turnover in staffing in the School Department.

The Debt Service Within the Levy is based on existing debt service schedules. Excluded Debt for FY2024 is also based on existing debt service schedules. Debt service projections for the General Fund, excluded debt and the Enterprise Fund for issued debt is set below.

Unclassified Expenses

- Health Insurance increase of \$2,419,716 or 6.71%
- Increase for the Medicaid reimbursement consultant of \$25,000 or 33.33%
- Retirement assessment increase of \$1,076,076 or 5.4%
- Medicare increase of \$121,565 or 4.71%
- Debt service within the levy increase of \$578,472 or 4.9%
- Excluded debt service increase \$836,546 or 35.4%
- Property and Liability Insurance increase of \$199,955 or 8.48%
- Unemployment decrease of \$100,000 or 23.81%



Unclassified Expenses

	FY23 Budget	FY24 Request	FY24 Recommend	FTE	\$ Change	% Change
Unclassified						
Health Insurance	\$ 36,080,204	\$ 38,966,620	\$ 38,500,000		\$ 2,419,796	6.71%
Salary Contingency Reserve Fund	\$ 575,000	\$ 600,000	\$ 625,000		\$ 50,000	8.70%
Capital Stabilization Fund	\$ -	\$ -	\$ -		\$ -	0.00%
Reserve Fund	\$ 400,000	\$ 400,000	\$ 400,000		\$ -	0.00%
Property and Liability Insurance	\$ 2,356,818	\$ 2,686,773	\$ 2,556,773		\$ 199,955	8.48%
Unemployment	\$ 420,000	\$ 320,000	\$ 320,000		\$ (100,000)	-23.81%
Workers Comp	\$ 620,000	\$ 620,000	\$ 620,000		\$ -	0.00%
Sickback Buyout	\$ 40,000	\$ 40,000	\$ 40,000		\$ -	0.00%
Police and Fire Medical	\$ 120,000	\$ 120,000	\$ 120,000		\$ -	0.00%
Consultant for Medicaid Reimbursement	\$ 75,000	\$ 100,000	\$ 100,000		\$ 25,000	33.33%
Tax Title Services	\$ 58,000	\$ 200,000	\$ 50,000		\$ (8,000)	-13.79%
Retirement	\$ 19,942,110	\$ 21,018,786	\$ 21,018,786		\$ 1,076,676	5.40%
Medicare	\$ 2,578,435	\$ 2,700,000	\$ 2,700,000		\$ 121,565	4.71%
Debt Service	\$ 14,328,396	\$ 14,408,396	\$ 15,698,223		\$ 1,369,827	9.56%
Total Unclassified	\$ 77,593,963	\$ 82,180,575	\$ 82,748,782		\$ 5,154,819	6.64%

FY2024 Projected Revenue (updated April 2023)

For consistency with required State reporting, projected City revenues are divided into MassDOR categories. Over the past 10 years, the City has relied less on the tax levy and more on State Aid and Local Receipts to fund its operating budget. The reliance on both State Aid and Local Receipts can be problematic since they are sources of funding that the City cannot control. The table below illustrates the direction in which the City has moved with the various categories of revenue.

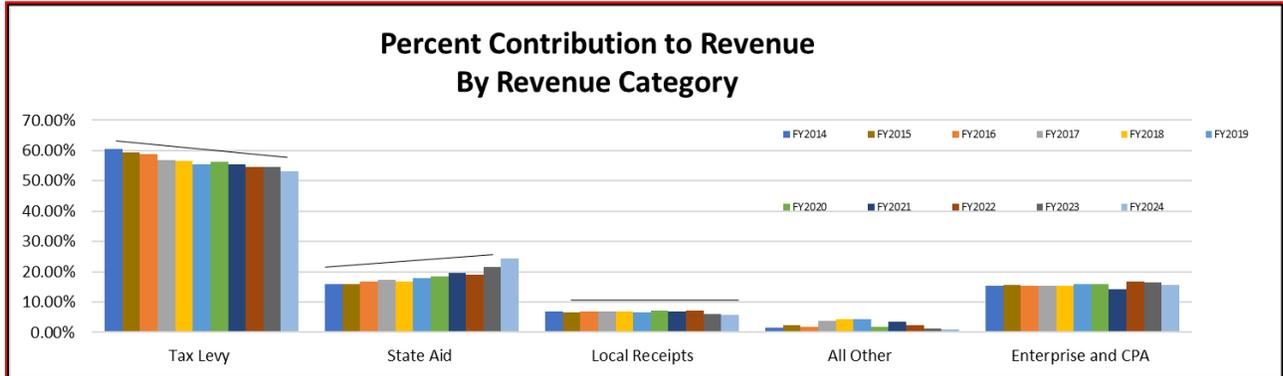
Revenue By Category - Percent Contribution to Total					
Fiscal Year	Tax Levy	State Aid	Local Receipts	All Other & Free Cash	Enterprise & CPA Funds
FY2013	62.26%	15.17%	5.92%	1.31%	15.35%
FY2014	60.63%	15.88%	6.79%	1.44%	15.26%
FY2015	59.36%	16.03%	6.75%	2.28%	15.59%
FY2016	58.90%	16.88%	6.87%	1.93%	15.42%
FY2017	56.98%	17.24%	6.79%	3.66%	15.34%
FY2018	56.58%	16.76%	7.02%	4.39%	15.25%
FY2019	55.30%	17.79%	6.63%	4.46%	15.82%
FY2020	56.42%	18.53%	7.29%	1.84%	15.92%
FY2021	55.51%	19.67%	7.01%	3.58%	14.22%
FY2022	54.65%	19.05%	7.20%	2.35%	16.75%
FY2023	54.44%	21.51%	6.17%	2.08%	15.80%

FY2024 Revenue Budget

- Account for increased State Aid
- Decrease reliance on Free Cash
- Project Local Receipts realistically
- Maintain Enterprise Fund financial viability

FY2024 projected revenue continues to reduce reliance on non-recurring sources of revenue. The increase in State Aid reliance is based on the State's commitment to continued increased State aid to help cover school budgets. The decrease in reliance on local receipts for FY2024 reflects an essentially level projection for local receipts,

resulting in a smaller share of an increasing pie. The FY2024 budget also reflects the leveling of rates for the Enterprise Fund.



The table below show the FY2023 projected revenue budget and includes historical information to FY2017.

	FY24 Projected	FY 2023 Tax Recap	FY2022 Actual	FY2021 Actual	FY2020 Actual	FY2019 Actual	FY2018 Actual	FY2017 Actual
Total Tax Levy	\$216,133,249	\$207,909,727	\$200,061,161	\$195,618,399	\$196,153,144	\$191,224,338	\$188,453,913	\$182,403,845
Tax Levy (w/o excl debt)	\$209,430,307	\$201,500,474	\$195,011,670	\$191,849,499	\$192,612,967	\$187,673,291	\$184,913,733	\$178,900,118
New Growth	\$3,500,000	\$4,020,724	\$3,566,245	\$3,346,826	\$3,227,116	\$3,224,491	\$3,202,598	\$3,155,119
Excluded Debt	\$3,202,942	\$2,388,529	\$1,483,246	\$422,074	\$313,061	\$326,556	\$337,582	\$348,608
State Aid (Cherry Sheet)	\$99,764,205	\$83,256,855	\$70,544,127	\$69,312,996	\$63,102,775	\$59,095,692	\$53,682,420	\$53,043,013
Local Receipts	\$23,614,617	\$23,600,961	\$27,402,828	\$22,399,466	\$22,582,660	\$28,510,604	\$25,014,451	\$23,091,600
Free Cash	\$3,000,000	\$5,521,068	\$6,514,282	\$9,788,361	\$5,500,668	\$6,596,983	\$11,148,613	\$8,401,893
All Other	\$1,000,000	\$2,000,000	\$2,099,613	\$2,842,898	\$912,826	\$8,825,850	\$3,482,613	\$3,308,083
Enterprise	\$60,485,750	\$60,485,750	\$59,332,378	\$50,113,678	\$55,344,577	\$54,726,645	\$50,793,074	\$49,092,186
CPA	\$2,722,594	\$3,745,185	\$2,000,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$406,720,415	\$386,519,546	\$367,954,389	\$350,075,798	\$343,596,650	\$348,980,112	\$332,575,084	\$319,340,620

Enterprise Fund

The Water and Sewer Enterprise Fund ended FY2022 with a surplus of approximately \$100,000. This small surplus follows multiple years of deficit. FY2023 is also anticipated to end with a surplus.

The Water and Sewer Department was restructured during FY2024 to reflect the operational needs of the Department. Billing software, meter, and procedure issues were uncovered in the second half of FY2022, investigated and either resolved or a solution has been identified. The restructuring of the Water and Sewer Department billing addresses deficiencies in the meter group. The need for specialized technical knowledge for pump stations was also identified and addressed in the new restructure

organizational chart. Finally, the new organizational chart provides opportunities for advancement for employees through the various groups in the Department, from construction, to instrumentation, to meters, to billing. The FY2024 budget for both Water and Sewer is level funded to anticipated revenues.

Enterprise Fund – return to sustainability

- *FY2024 level budget*
- *No rate increase*
- *Salaries and expenses adjusted for bottom line budget*
- *Water Department budget includes replacement cycle funding for water meters and a continuation for one more year of the outsourcing of backflow testing*

The salaries are increasing to reflect 2 years of collective bargaining agreements. The expenses budget reflects an investment in the Water Department for new meters as well as the continuation of the backflow testing contract for FY2024 while new employees are trained and become licensed to perform backflow testing. The debt service line has been level funded. The deficit repayment in FY2023, which is not needed as a budget item in FY2024, is the final element to balance the budget for FY2024.

The Water and Sewer Department capital includes needed replacement of sewer pump stations, water tank rehabilitation and water and sewer main infrastructure.

Enterprise Fund – return to sustainability

- \$2.63 million for water and sewer replacement of pump stations
- \$4.57 million for water and sewer main infrastructure
- \$2.45 million for the Merriam Hill water tank rehabilitation
- \$1.03 million for vehicles and equipment

Looking ahead: Projected rates and the revenue model for the Enterprise Fund will be reviewed again in FY2024 for FY2025, together with multiple years of projected revenues and expenditures. Water usage continues to decrease with conservation. A forecast for predictable and sustainable budgets and rates will be developed, and a rate hearing will be scheduled later in the Spring of 2024.

Sewer Operating Budget

	FY23Budget	FY24 Request	FTE	\$ Change	% Change	FY24 Recommend	\$ Change	% Change
Sewer Enterprise Fund								
Salary & Wages - Regular	\$ 2,130,122	\$ 2,157,417		\$ 27,295	1.28%	\$ 2,424,672	\$ 294,550	13.83%
Salary & Wages - Overtime	\$ 211,744	\$ 235,550		\$ 23,806	11.24%	\$ 235,550	\$ 23,806	11.24%
Salary & Wages - Differentials	\$ 150,811	\$ 134,684		\$ (16,127)	-10.69%	\$ 134,684	\$ (16,127)	-10.69%
Salary & Wages - Other	\$ 130,415	\$ 137,423		\$ 7,008	5.37%	\$ 137,423	\$ 7,008	5.37%
Health Insurance	\$ 315,512	\$ 329,615		\$ 14,103	4.47%	\$ 329,615	\$ 14,103	4.47%
Total Salary & Wages	\$ 2,938,604	\$ 2,994,689		\$ 56,085	1.91%	\$ 3,261,944	\$ 323,340	11.00%
Maintenance - Buildings	\$ 100,425	\$ 101,775		\$ 1,350	1.34%	\$ 101,775	\$ 1,350	1.34%
Maintenance - Equipment	\$ 135,051	\$ 135,051		\$ -	0.00%	\$ 135,051	\$ -	0.00%
Maintenance - Sewer Infrastructure	\$ 168,000	\$ 252,400		\$ 84,400	50.24%	\$ 252,400	\$ 84,400	50.24%
Lease and Equipment Rental	\$ 35,285	\$ 37,212		\$ 1,927	5.46%	\$ 37,212	\$ 1,927	5.46%
Disposal - Construction and Septage	\$ 60,000	\$ 63,560		\$ 3,560	5.93%	\$ 63,560	\$ 3,560	5.93%
Professional and Technical Services	\$ 146,415	\$ 111,415		\$ (35,000)	-23.90%	\$ 111,415	\$ (35,000)	-23.90%
Printing and Communications	\$ 35,653	\$ 41,637		\$ 5,984	16.78%	\$ 41,637	\$ 5,984	16.78%
Phone and Alarm	\$ 9,430	\$ 9,430		\$ -	0.00%	\$ 9,430	\$ -	0.00%
Medical Costs	\$ 1,156	\$ 1,156		\$ -	0.00%	\$ 1,156	\$ -	0.00%
Police Details	\$ 75,040	\$ 75,040		\$ -	0.00%	\$ 75,040	\$ -	0.00%
Supplies - Office	\$ 16,200	\$ 16,700		\$ 500	3.09%	\$ 16,700	\$ 500	3.09%
Vehicular Supplies and Fuel	\$ 144,435	\$ 159,682		\$ 15,247	10.56%	\$ 159,682	\$ 15,247	10.56%
Supplies - Public Works	\$ 219,000	\$ 261,800		\$ 42,800	19.54%	\$ 261,800	\$ 42,800	19.54%
Education, Training, Dues, etc.	\$ 40,720	\$ 43,600		\$ 2,880	7.07%	\$ 25,000	\$ (15,720)	-38.61%
Settlements and Special Refunds	\$ 10,000	\$ 10,000		\$ -	0.00%	\$ 10,000	\$ -	0.00%
Total Operating Expenses	\$ 1,196,810	\$ 1,320,458		\$ 123,648	10.33%	\$ 1,301,858	\$ 105,048	8.78%
Electricity	\$ 346,362	\$ 374,071		\$ 27,709	8.00%	\$ 355,021	\$ 8,659	2.50%
Natural Gas	\$ 37,266	\$ 40,247		\$ 2,981	8.00%	\$ 38,198	\$ 932	2.50%
Total Energy	\$ 383,628	\$ 414,318		\$ 30,690	8.00%	\$ 393,219	\$ 9,591	2.50%
Operating Capital	\$ 105,803	\$ 120,803		\$ 15,000	14.18%	\$ 120,803	\$ 15,000	14.18%
MWRA Assessment	\$ 13,631,754	\$ 14,461,853		\$ 830,099	6.09%	\$ 14,461,853	\$ 830,099	6.09%
Debt Service	\$ 11,000,000	\$ 12,320,629		\$ 1,320,629	12.01%	\$ 11,000,000	\$ -	0.00%
Debt Service Levelling								
Indirects	\$ 1,621,414	\$ 1,914,380		\$ 292,966	18.07%	\$ 1,914,380	\$ 292,966	18.07%
Amortization of Fund Deficit	\$ 3,303,551	\$ -		\$ (3,303,551)	-	\$ -	\$ (3,303,551)	-
Town/School Sewer Usage	\$ 72,500	\$ 78,300		\$ 5,800	8.00%	\$ 78,300	\$ 5,800	8.00%
Total	\$ 34,254,064	\$ 33,625,430		\$ (628,634)	-1.84%	\$ 32,532,357	\$ (1,721,707)	-5.03%

Sewer Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Z Sewer Enterprise	Consolidated Vehicle/Equipment - Sewer	\$ 490,000	\$ 280,000	\$ 280,000		
Z Sewer Enterprise	Edgell Road Force Main Abandonment and Sewer Replacement - Design and Construction	\$ 835,000	\$ 835,000	\$ 835,000		
Z Sewer Enterprise	Worcester Rd Sewer Phase II - Construction	\$ 3,732,700	\$ -			
Z Sewer Enterprise	Flanagan SPS Replacement - Construction	\$ 2,050,000	\$ 2,050,000	\$ 2,050,000		
Z Sewer Enterprise	Sewer Defects Repairs Ph 4 – Design & Construction	\$ 400,000	\$ -			
Z Sewer Enterprise	Various Sewer Improvements	\$ 375,000	\$ -			
Z Sewer Enterprise	Victor Rd SPS Replacement - Design and Construction	\$ 580,000	\$ 580,000	\$ 580,000		
Z Sewer Enterprise	Walnut St Sewer Force Main and sewer gravity to EFSIP (Grant St) Design	\$ 463,000	\$ 463,000	\$ 463,000		
Z Sewer Enterprise	Private Inflow Removal	\$ 125,000	\$ -			
Z Sewer Enterprise	Second Street Sewer Improvements	\$ 135,000	\$ 135,000	\$ 135,000		
Z Sewer Enterprise	Bethany Rd - concept design for sewer PS and mains	\$ 100,000	\$ 100,000	\$ 100,000		

Water Operating Budget

	FY23Budget	FY24 Request	FTE	\$ Change	% Change	FY24 Recommend	\$ Change	% Change
Water Enterprise Fund								
Salary & Wages - Regular	\$ 2,171,329	\$ 2,514,718		\$ 343,389	15.81%	\$ 2,530,083	\$ 358,754	16.52%
Salary & Wages - Overtime	\$ 410,354	\$ 449,580		\$ 39,226	9.56%	\$ 449,580	\$ 39,226	9.56%
Salary & Wages - Differentials	\$ 162,210	\$ 161,621		\$ (589)	-0.36%	\$ 161,621	\$ (589)	-0.36%
Salary & Wages - Other	\$ 158,605	\$ 162,877		\$ 4,272	2.69%	\$ 162,877	\$ 4,272	2.69%
Health Insurance	\$ 393,151	\$ 410,725		\$ 17,574	4.47%	\$ 410,725	\$ 17,574	4.47%
Total Salary & Wages	\$ 3,295,649	\$ 3,699,521		\$ 403,872	12.25%	\$ 3,714,886	\$ 419,237	12.72%
Maintenance - Buildings	\$ 73,335	\$ 74,115		\$ 780	1.06%	\$ 74,115	\$ 780	1.06%
Maintenance - Equipment	\$ 107,724	\$ 117,724		\$ 10,000	9.28%	\$ 117,724	\$ 10,000	9.28%
Maintenance - Water Infrastructure	\$ 110,000	\$ 416,130		\$ 306,130	278.30%	\$ 416,130	\$ 306,130	278.30%
Equipment Rental and Leases	\$ 8,237	\$ 3,618		\$ (4,619)	-56.08%	\$ 3,618	\$ (4,619)	-56.08%
Disposal - Construction Materials	\$ 70,000	\$ 75,600		\$ 5,600	8.00%	\$ 75,600	\$ 5,600	8.00%
Professional and Technical Services	\$ 128,209	\$ 93,675		\$ (34,534)	-26.94%	\$ 93,675	\$ (34,534)	-26.94%
Printing and Communications	\$ 37,433	\$ 49,721		\$ 12,288	32.83%	\$ 49,721	\$ 12,288	32.83%
Phone and Alarm	\$ 6,721	\$ 6,721		\$ -	0.00%	\$ 6,721	\$ -	0.00%
Medical Costs	\$ 1,269	\$ 1,269		\$ -	0.00%	\$ 1,269	\$ -	0.00%
Police Details	\$ 93,500	\$ 83,013		\$ (10,487)	-11.22%	\$ 83,013	\$ (10,487)	-11.22%
Supplies	\$ 13,540	\$ 15,540		\$ 2,000	14.77%	\$ 15,540	\$ 2,000	14.77%
Vehicular Supplies and Fuel	\$ 176,119	\$ 195,268		\$ 19,149	10.87%	\$ 195,268	\$ 19,149	10.87%
Supplies - Public Works	\$ 400,700	\$ 429,100		\$ 28,400	7.09%	\$ 429,100	\$ 28,400	7.09%
Education, Training, Dues, etc.	\$ 42,650	\$ 43,250		\$ 600	1.41%	\$ 25,000	\$ (17,650)	-41.38%
Total Operating Expenses	\$ 1,269,437	\$ 1,604,744		\$ 335,307	26.41%	\$ 1,586,494	\$ 317,057	24.98%
Electricity	\$ 328,007	\$ 354,248		\$ 26,241	8.00%	\$ 336,207	\$ 8,200	2.50%
Natural Gas	\$ 25,937	\$ 28,012		\$ 2,075	8.00%	\$ 26,585	\$ 648	2.50%
Total Energy	\$ 353,944	\$ 382,260		\$ 28,316	8.00%	\$ 362,793	\$ 8,849	2.50%
Operating Capital	\$ 172,716	\$ 206,116		\$ 33,400	19.34%	\$ 606,116	\$ 433,400	250.93%
MWRA Assessment	\$ 9,531,024	\$ 9,521,962		\$ (9,062)	-0.10%	\$ 9,521,962	\$ (9,062)	-0.10%
DEP Assessment	\$ 21,000	\$ 21,000		\$ -	0.00%	\$ 21,000	\$ -	0.00%
Debt Service	\$ 9,460,000	\$ 8,820,746		\$ (639,254)	-6.76%	\$ 8,820,746	\$ (639,254)	-6.76%
Debt Service Levelling								
Indirects	\$ 1,654,268	\$ 1,804,776		\$ 150,508	9.10%	\$ 1,804,776	\$ 150,508	9.10%
Amortization of Fund Deficit	\$ 166,532	\$ -		\$ (166,532)	-100.00%	\$ -	\$ (166,532)	-100.00%
Town/School Sewer Usage	\$ 102,500	\$ 110,700		\$ 8,200	8.00%	\$ 110,700	\$ 8,200	8.00%
Total	\$ 26,027,070	\$ 26,171,825		\$ 144,755	0.56%	\$ 26,549,472	\$ 522,402	2.01%

Water Capital Budget

Department	Capital Project Name	Amount Requested	Amount Recommended April 2023	Bond	Grant	Free Cash
Z Water Enterprise	Consolidated Vehicle/Equipment - Water	\$ 1,070,000	\$ 750,000	\$ 750,000		
Z Water Enterprise	Edgell Road Water Main improvements - south of Belknap - Construction	\$ 835,000	\$ 835,000	\$ 835,000		
Z Water Enterprise	Merriam Hill Water Tank Rehabilitation	\$ 2,450,000	\$ 2,450,000	\$ 2,450,000		
Z Water Enterprise	Worcester Rd Phase II - Construction	\$ 4,510,300	\$ -			
Z Water Enterprise	Elm St Water Pump Stn - Design and Construction	\$ 475,000	\$ -			
Z Water Enterprise	Fire Flow Restoration and Improvement Program	\$ 1,000,000	\$ -			
Z Water Enterprise	Lead Service Inventory	\$ 200,000	\$ 200,000		\$ 200,000	
Z Water Enterprise	Lead Service Replacement and Mitigation	\$ 50,000	\$ -			
Z Water Enterprise	Mt. Wayte Ave. Water Mains	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000		
Z Water Enterprise	Second Street Water Main Improvements	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000		
Z Water Enterprise	Walnut St, Warren Rd, Burdette Ave Water Main Improvements - Design	\$ 238,000	\$ -			